

List of the steps the FRAISA Group is currently taking in relation to coronavirus – June 15, 2020

All of these steps apply until revoked by FRAISA Group management

1. Staff are required, both in private and at work, to consistently comply with the behavior and hygiene rules laid down by their national governments and health authorities, and the protection concepts put in place by their companies. This way we can all help flatten the curve of the pandemic and prevent a second wave of infections.
2. Intercontinental business trips are not allowed. Minimize business trips to surrounding countries, and only undertake them if very urgent, essential, and agreed on by your management. And adhere strictly to the protective measures that apply in that country (behavior, distancing, and hygiene rules). Within your country, do not use public transport at peak times if you can avoid it. Please obey the rules governing the use of public transport in your country.
3. Business trips within your own country are only allowed if you adhere to the protective measures that apply there (rules of behavior, distancing, and hygiene).
4. And when it comes to private travel, we again ask our staff to comply with the behavior and hygiene regulations issued by their national governments and health authorities, so as to minimize the risk of infection.
5. Visitors may only be received at FRAISA sites if the visitor form valid in that country is submitted to the FRAISA contact person at least 24 hours before arrival. The host is responsible for checking and forwarding the form to the relevant place in the company, and in the case of repeat visits, the requesting entity is responsible. If the form is not received in time, entry should not be permitted.
6. Meetings and discussions can be held electronically or in person. But meetings and discussions at which people are physically present must be conducted in strict compliance with your country's protective measures (behavior, distancing, and hygiene rules) and the protection concepts put in place by your company.
7. People working from home in coordination with their supervisors should hold to local working regulations governing home office work.
8. As the lockdown is gradually lifted across Europe, sales representative travel and the ReTool service will gradually resume in all of our countries, albeit within a comprehensive protection concept. Protective measures particular to specific customers must of course be respected, as must legal regulations.
9. Training courses for FRAISA sales representatives and marketing partners, as well as customer seminars, will continue to be run as webinars.
10. Staff with flu symptoms (breathing difficulties, cough, temperature of 37.5° C or above) must stay at home and consult their physicians about symptoms and what to do next. Inform your supervisors and HR department by telephone.

Best wishes,
Josef Maushart, VRP & CEO FRAISA Group