

COVID-19

DPAM monitors closely the situation with COVID-19. DPAM acknowledges that given the specific nature of the current COVID-19 threat business continuity measures need to be activated to deal with this unusual situation. DPAM applies a three phase approach to insure business continuity:

- **Phase 1:** implement preventive measures and create awareness
- **Phase 2:** protect staff from potential contagion and guarantee critical processes execution
- **Phase 3:** ensure continuity in case of lockdown

Currently phase 1, phase 2 and phase 3 measures are implemented.

Travel policy and mobility:

- No business travel abroad is authorized.
- All private travelling abroad should be reported (in case travelling is allowed by local authorities). During the travel period DPAM monitors the situation at the employees travel location.
- A 14 day homeworking period needs to be respected in case of travelling to a risk area.
- Colleagues that are working in a risk area are not allowed to travel locally and are not allowed to travel to DPAM's headquarters in Brussels.
- Public transportation should be avoided.

Meetings and events:

- No external meetings.
- No meetings with external visitors at DPAM.
- No participation to events or seminars.

Homeworking:

- DPAM employees work permanently at home, a limited group works at the office to ensure operational continuity.
- Homeworking for colleagues with increased health risk (pregnancy, chronic illness, previous medical conditions, etc.).

General prevention:

- Colleagues that are exposed to sick family members that have flu symptoms need to respect a 14 day teleworking period.
- General hygiene measures (e.g. distribution of hand sanitizers to employees)

For any additional questions, please get in touch with your contact person at DPAM.
DPAM

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