

In response to the spread of the Corona virus, we have alerted our KBC staff to the following points of attention:

1. If you are ill or have symptoms of a disease or disorder (especially if you have a fever), stay at home and contact your GP.

2. If you return from high-risk areas such as China or the Milan/Lombardy/Venice region in Italy and have symptoms, contact your doctor immediately. You can check the up-to-date list of high-risk areas on the Centers for Disease Control (CDCs) website:
<https://www.cdc.gov/outbreaks/index.html>.

3. All colleagues and third parties returning from business or personal trips abroad, in particular from some affected countries (such as Italy, Switzerland, Spain, France and Austria), are expected to follow the following procedure:

- Do the online test first via www.coronavirustest.be.
- If the result is OK ('low risk'), and you show no symptoms, it is safe to come to work.
- If the test gives a different result or shows that you are at a higher risk, we ask you to contact your doctor. Your doctor will decide whether and which further tests are necessary and whether you should stay at home and for how long.
- It is advisable to also test your close relatives.

If you live with or have had close contact with someone who has been affected by the coronavirus or is at high risk, we also ask you to first contact your family doctor and follow his advice.

As mentioned in point 3 above, these rules apply in full to our external employees. May we therefore ask you to ensure that they are aware of these internal communications, and to help ensure that these procedures are followed correctly?

This procedure currently applies to the entire territory of Belgium.

If new measures are necessary or come into force, we will of course keep you informed.