

Dear client,

We are here for you, especially now!

While a number of measures can be relaxed as of 1 June, the advice to work from home and to keep your distance remains unchanged. How do you deal with this in your organisation?

In this newsletter, we explain our policy for the period after 1 June and give an additional explanation of our triage and test referral services

Occupational Health and Safety service continues online after 1 June

The health of our clients is paramount in the design of our socio-medical services, as is the motto "work from home as much as possible". In doing so, we are guided by the guidelines and advice of the Government, the National Institute for Public Health and the Environment (RIVM) and Sector Organisations. We have therefore decided to continue the consultations with your employees as much as possible online and by telephone. Only in exceptional cases do we deviate from this. Our services from 1 June will be as follows:

- We will continue our socio-medical counselling online and by telephone, for the time being until 1 September 2020. If the guidelines change and relaxations are announced, we will adjust our services accordingly and inform you.
- If our socio-medical team assesses that your employee needs to be seen physically, the medical team will discuss this with one of our staff physicians. The staff physician will then assess whether this consultation can physically take place at one of our locations or at the location of our client;
- We apply strict hygiene measures at our locations;
- Physical appointments are planned in such a way that the waiting time for employees and clients to see the Company Doctor of Workability Specialist will be as short as possible. Our invitations are adjusted accordingly;
- If a physical appointment is planned at a client location, we use a checklist in consultation with you as the client, to ensure a safe workplace for our professionals.

The following applies to all your employees who visit our locations and/or are seen by our professionals:

- Employees who attend a physical consultation must be 100% complaint-free; they must also not have any mild complaints;
- Our professionals will screen your employees for complaints prior to the appointment;
- Employees from at-risk groups who are vulnerable are in principle not physically seen, unless there are reasons to do so;
- We ask your employees to keep 1.5 meters distance from our professionals;
- We strictly adhere to the general hygiene measures in our offices: regular hand washing, sneezing in the elbow, cleaning of used products and so on.

Adjustments to other services

Last week's newsletter also explained the adjustments to our other services. Below you will find a short summary:

- Preventive medical assessments (PMO/PAGO). As of 1 June, we will again perform PMOs both at our client's location and at our own locations. The Work Capacity Scan as part of the PMO can then also take place again;

- Risk Inventory and Evaluation (RI&E). As of 1 June we will perform the RI&E's again, including the tours at your location(s). However, it is possible to carry out any focus groups and in-depth interviews by means of a video call;
- Training sessions. As of 1 June we will also resume the various training sessions. It is important to note that we limit the number of participants in the training (maximum 8) and set requirements for the size of the training room. We will also continue to actively use e-learning;
- Coaching. Our coaches will continue their practices online as much as possible. Physical sessions are, in exceptional cases, possible in consultation;
- Company massages. As of 1 June, in consultation with you, we will restart the planned company massages. Here too, we will observe the guidelines and coordinate the planning and organisation with you.
- Physiotherapy/Haptonomy. Since the 11th of May physiotherapy / haptonomy at our location in Amsterdam has started again.

In all cases, we strictly adhere to hygiene measures

Tested for corona! But also fit-for-work?

On Tuesday 12 May, Prime Minister Rutte announced that in June every Dutch person with complaints, including all your employees, can be tested for the corona virus at the GGD. It's great that we now have this possibility to prevent the spread of the virus.

However, as an employer you are confronted with a number of new challenges and questions, such as:

- If an employee applies for a test directly, this employee cannot be present at work for 2-4 days. How do I deal with this as an employer?
- Is it actually justified for an employee to apply for a corona test? How do I prevent too many unnecessary requests being made, putting pressure on my primary processes?
- How do I deal with employees who have tested positive and have the corona virus? When do they have to re-apply for a test?
- And what consequences does that have for my other employees? Do they also have to be quarantined? Can I or do I inform them?
- How do I deal with employees who have tested negative (no corona) but are still too anxious to return to work?
- How do I deal with an employee who has been tested negative and still develops complaints? Does he/she need to be tested again?
- How do I make sure that I have an overview of the employees who belong to the at-risk groups? After all, even if they are tested negative, they are still vulnerable while at work.
- How do I ensure a safe working environment for employees who do come to the work floor? What measures should I take to achieve this?

In short, it is good that every employee can be tested in June to prevent the spread of the virus, but what does that actually mean for work? Is the employee in question actually fit-for-work?

Arbobutler supports employers in answering the above questions. For every employee who has complaints or develops complaints, we determine whether a corona test makes sense, whether an employee belongs to the at-risk group, whether there are other reasons not to go to work and whether an employee can or cannot work.

We can issue a "fit-for-work statement". This gives the employee and the employer the certainty that the employee can get to work, without the work constituting a risk for the employee and colleagues; an insurance for being a good employer in these difficult times.

How do we do that? With our online triage. For more information, please read the attached appendix.

Information on our website

On our website we have put together relevant information, a FAQ, our extra services and our newsletters. Visit <https://www.arbobutler.nl/corona>

All the best!

Finally, we wish you a lot of strength and all the best during this period. If you have any questions, we are at your disposal via the Corona helpdesk, your Account Manager or your contact person with regard to the absenteeism!

Kind regards,

Ilse de Jonge
Marcel Houtman

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