

# Coronavirus (COVID -19) company policy

### Policy brief & purpose

This company policy includes the measures we are actively taking to mitigate the spread of coronavirus. You are kindly requested to follow all these rules diligently, to sustain a healthy and safe workplace in this unique environment. It's important that we all respond responsibly and transparently to these health precautions; we assure you that we will always treat your private health and personal data with high confidentiality and sensitivity.

This coronavirus (COVID-19) company policy is susceptible to changes with the introduction of additional governmental guidelines. If so, we will update you as soon as possible by email.

## Scope

This coronavirus policy applies to all of our employees who physically work at Adrenaline Paintball.

## **Policy elements**

Here, we outline the required actions employees should take to protect themselves and their co-workers from a potential coronavirus infection.

#### Sick leave arrangements:

- If you have cold symptoms, such as cough/sneezing/fever, or feel poorly, please do not come to work.
- High risk staff will not be scheduled to work.
- Any employee with symptoms related to cold, flu or COVID-19 will be sent home.
- If you have a positive COVID-19 diagnosis, you can return to work *after* you've fully recovered, with a doctor's note confirming your recovery.

#### General hygiene rules:

- Wash your hands after using the toilet, before eating, and if you cough/sneeze into your hands (follow the <u>20-second hand-washing rule</u>). You can also use the sanitizers you'll find around the park.
- Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue, discard it properly and clean/sanitize your hands immediately.
- Avoid touching your face, particularly eyes, nose, and mouth with your hands to prevent from getting infected.
- If you find yourself coughing/sneezing on a regular basis, avoid close physical contact with your coworkers and take extra precautionary measures.