

<b>Workplace:</b>		<b>Country:</b>	
<b>Date:</b>			
<b>At my workplace:</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
▪ Shift work is allowed			
▪ Teleworking is allowed			
▪ We are still attending the public			
▪ We are still granting prior appointments			
<b>Regarding protective material, we have:</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
▪ Antiseptic hydro-alcoholic gel			
▪ Disposable gloves			
▪ Masks			
▪ Barriers, glass screens or catenaries			
<b>Work organisation:</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
▪ Has the government declared the state of emergency or a preventive quarantine in the country?			
▪ At my workplace, managers are respecting the regulations implemented by local authorities, such as the criteria established by the State Secretariat for Territorial Policies and Public Service and the <b>guidelines issued by the Vice secretariat of the Ministry for Foreign Affairs, European Union and Cooperation.</b>			
▪ Managers have held emergency briefing sessions and I have been informed of the measures that have been implemented or will be implemented at my workplace.			
<b>Managers at my workplace have informed me about and/or handed me the Notes, Resolutions and Telegrams issued by:</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
▪ My own Ministry of affiliation			
▪ The Ministry for Territorial Policies and Public Service			
▪ The Ministry for Labour, Migrations and Social Security			
▪ The authorities of the country where I work			
<b>▪ Observations / additional comments:</b>			

