

**Don't come to the office unless you feel 100%.** Stay home if you notice that you are not completely healthy.

- **If you need help with suspected coronary disease: Call us!** We help you to the best we can over the phone.
- If you think you are infected and you want to talk about things that are not work related, consult your doctor.
- If you do not have a doctor in Norway, HIRE will try to help you over the phone to get in touch with a doctor.





All municipalities in Norway have an **emergency care system** for immediate health care 24 hours a day. Call **116117** to get in touch with the emergency room in your area. If it is urgent call **113**.



Everyone who returns from traveling outside the Nordic countries should be in the **home quarantine** - regardless of whether they have symptoms or not. This applies to everyone who has arrived in Norway after 27 February.

- All employees who have been traveling and arrived in Norway after this date must enter into quarantine. This is without exception. The quarantine has retroactive effect. This means that if you arrived Norway before the 27<sup>th</sup> February, the quarantine time is over. If you arrived Norway for example on the 5<sup>th</sup> March, you still have a week left of your quarantine time. Contact your staff consultant if this applies to you (Olga / Wojciech / Marta).
- When it comes to traveling from Norway to abroad, the same premises apply. Upon return to Norway you will be placed in quarantine. **If you choose to leave the country, it is your own responsibility.** For the foreseeable future, returning to Norway will require quarantine.



<ul style="list-style-type: none"> <li>• If you choose to leave Norway, this will result in a break in the employment relationship, and <b>no</b> salary will be paid during the period.</li> </ul> <p>If you have any questions regarding the above, please contact your personnel consultant in HIRE.</p> <p>This applies until new information arrives.</p>	
<p>If you belong to one of the following groups, you should stay at home:</p> <p><b>You suspect you may be infected.</b></p> <ul style="list-style-type: none"> <li>• You have been confirmed to be infected.</li> <li>• You are confirmed ill by covid-19, but do not need to be hospitalized.</li> <li>• You have had close contact with someone who is confirmed to be infected or someone you live with is confirmed to be infected (close contact).</li> <li>• You have been traveling outside the Nordic countries. The recommendation is retroactive, and is valid from Thursday 27 February.</li> </ul>	
<p><b>What does it mean to be home?</b></p> <ul style="list-style-type: none"> <li>• <b>Home insulation:</b> Staying at home, isolated from other people, and not having close contact with the people you live with. Applies to anyone with suspected or confirmed covid-19 disease until the physician's health report shows that you are healthy.</li> <li>• <b>Home quarantine:</b> Staying at home and not having contact with anyone other than the people you live with. Applies to anyone who has had contact with covid-19 sufferers, but who are not sick themselves, for 14 days from the last contact.</li> </ul> <p>Home quarantines include:</p> <ul style="list-style-type: none"> <li>• Don't go to work</li> <li>• Avoid travel</li> <li>• do not take public transport</li> <li>• avoid other places where you can easily get close to others</li> <li>• Avoid close contact with others</li> </ul>	

## Clean your hands often

- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.



## Take steps to protect yourself

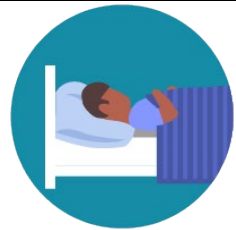
### Avoid close contact

- **Avoid close contact** with people who are sick
- Put **distance between yourself and other people** if COVID-19 is spreading in your community. This is especially important for [people who are at higher risk of getting very sick](#).



## Take steps to protect others

- **Stay home** if you are sick, except to get medical care. Learn [what to do if you are sick](#).



## Cover coughs and sneezes

- **Cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.



Wear a facemask **only** if you are sick

- **If you are sick:** You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room. [Learn what to do if you are sick.](#)
- **If you are NOT sick:** You do not need to wear a facemask unless you are caring for someone who is sick (and they are not able to wear a facemask). Facemasks may be in short supply and they should be saved for caregivers.



Clean and disinfect

- **Clean AND disinfect [frequently touched surfaces](#) daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.

