

**Dear ELKH Employees,**

In response to the evolving global situation regarding the spreading of the new coronavirus, the Hungarian Government set up a dedicated Expert Operational Team in January consisting of highly skilled senior professionals with extensive relevant background to monitor, control and manage the situation in Hungary.

A dedicated website at <https://koronavirus.gov.hu/> and a Facebook Page at <https://www.facebook.com/koronavirus.gov.hu> have been launched to serve as a reliable, up-to-date source of information in all related matters. (These are in Hungarian, please ask a colleague or an acquaintance to help you with the translation.) The sites provide up-to-date information about the coronavirus, preventive actions, and an FAQ. A toll-free hotline is operational 24/7 to respond to questions from the citizens at [06 80 277 455](tel:0680277455) and [06 80 277 456](tel:0680277456).

The ELKH Leadership takes the risk of the coronavirus spreading very seriously and has decided to introduce some precautionary measures to minimize the risks of any potential virus spreading and protect our employees. We are continuously monitoring the developments and are prepared to adopt further necessary regulations as the evolving situation may require in the coming days or weeks.

If you have a chronic illness or are pregnant you should consult your doctor. Based on medical advice home office can be offered after consultation with your supervisor.

In the current coronavirus caused situation an increasing number of areas world-wide are classified as high risk, including in Europe. Local and other countries' authorities are introducing strict travel and other restrictions related to these high risk areas in an attempt to slow down the spreading of the virus and protect the health of the population. Up-to date information on the high risk areas are found in Hungarian at <https://koronavirus.gov.hu/> and at <https://konzulizsolgalat.kormany.hu/utazasi-tanacs>.

Therefore we ask all ELKH employees to carefully reevaluate their planned trips with their Supervisor and until the situation improves only travel in justified cases, strictly avoiding all high risk areas.

The following measures are applicable to all high risk areas, as defined at <https://konzulizsolgalat.kormany.hu/utazasi-tanacs>:

- With immediate effect, no business trips to high risk areas are approved.
- Those external partners who are currently in a high risk area and wish to visit our institutes, should be advised to postpone their trip until further notice. Visitors should be advised to contact their host at the institute with any questions.
- If you have returned from a high risk area you should stay at home for 14 days from the date of your return and work from home. If you notice virus-like symptoms (cough, fever,

sore throat, breathing difficulties, etc.) during these 14 days, **first call your doctor** or in case of severe symptoms the ambulance service at 104 or 112.

- If you have had contact with people who have been in a high risk area and suffer from virus symptoms (cough, fever, sore throat, breathing difficulties, colds, etc.), **first call your doctor** or in case of severe symptoms the ambulance service at 104 or 112.

If you want to **organize or hold any event** within the research institute, the following guidelines should apply:

- Consult with your supervisor to determine whether this event is really **necessary**, or if it could be **postponed**.
- Until further notice, **internal events with only inhouse attendees should not involve more than 20 total participants**.
- Until further notice, **inhouse events should involve no more than 10 external participants**.
- The **responsible director or group leader** should make the final decision whether to hold an event.

If you develop the symptoms described above during your presence at the institute, especially if you belong to the high risk groups, please **go home immediately and consult your doctor**. To avoid spreading the virus within the research institute, **do not visit the company doctor**.

Should you have any questions, please contact your Supervisor.

Yours Sincerely,

Miklós Maróth

President, ELKH Research Network

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