

NOTE TO PRESS

ETF RESPONSE TO THE COVID-19 OUTBREAK IN ITALY

Last updated on 11th March at 11:00 CET

- The European Training Foundation is an agency of the EU supporting the EU's external relations. It is based in Turin, Italy, and employs 130 people, including interim staff, from 26 nationalities.
- Since the start of the COVID-19 outbreak, the European Training Foundation has activated its crisis management plan and set up a Crisis Management Team, led by ETF Director Cesare Onestini. The Agency is strictly complying with the instructions of the Italian regional and national authorities and following the guidance of the Agency's medical advisor, the Italian health authorities, the European Centre for Disease Prevention and Control (ECDC), the EU Inter-Institutional Medical Board and the World Health Organisation. All decisions taken are regularly shared with the Chair of the ETF Governing Board, Mr Joost Korte, Director-General of DG Employment
- In general, the ETF has applied the precautionary principle to ensure that risks are minimised, even beyond the legal requirements.
- **The ETF is carefully following all indications included the new Decree on COVID-19, released by the Italian Government on Monday 9th of March. The Decree is extending the restrictive measures, already taken for Lombardy and some Piedmont provinces, to all Italy until 3rd April, 2020.**
- In detail, the following precautions have been taken applicable until 3rd April:
 - **All visits and training courses involving external counterparts at the ETF's premises have been suspended;**

- **All ETF Events in Turin and abroad are cancelled;**
- **All missions are cancelled;**
- **As a general rule, all staff must work from home.** An exception is made for staff whose tasks must be performed on-site;
- External contractors regularly operating within the ETF premises, (security, cleaning and technical services) will continue to provide essential services;
- The ETF canteen is closed;
- The gym and showers are closed and shall not be used;
- Staff shall no longer receive packages at the ETF;
- All the above decisions will be reviewed and extended in light of decisions of Italian authorities in the coming days;
- **All media enquiries regarding COVID-19 management by the ETF should be addressed to Daria Santucci (+39 366 9639638)**

IN GENERAL

- The ETF building will remain open but with restricted access until 3rd April. Only staff identified by management as essential for business continuity may access the building if their tasks require them to be on site;
- While accessing the building, staff is reminded to continue following the instructions on hygiene, hand-washing, and keeping a safe distance from others;
- The ETF Crisis Management Team will continue to monitor the situation and share any update through email.

SUPPORT TO ETF STAFF

The ETF staff is supported to deal with the COVID-19 virus outbreak, as follows:

- **HEALTH AND SAFETY**
 - All staff is reminded of all the measures in place in case of suspected symptoms;
 - All staff is invited to consider the advice concerning avoiding non-essential contacts also for private life.
- **SUPPORT TO HOME WORKING:** all staff is supported to proceed with working from home, both through instructions and hardware provision.

SOME NUMBERS

On Wednesday, 11th March :

- More than two thirds of ETF staff members are teleworking;
- No ETF staff member has been found positive to COVID-19.