

## COVID-19 measures implemented @ Epicenter Amsterdam

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As Epicenter it's our mission to build a sustainable and thriving community to help companies grow and innovate. We care about people and to manage relationships. It's also our duty to protect the health of our employees, members, partners and guests and to do everything we can to slow down the spread of the Coronavirus Covid-19. We therefore follow and comply to all legal and health authority regulations. We have taken a number of measures to comply with these regulations and recommendations:

- 1. Info Signs:** are on all meeting rooms, entrances and spread throughout the building to inform people about the government restrictions and to take care of their fellow members;
- 2. Disinfectant Gel:** hand gel is available on all floors, at the entrances and near elevators. We have also placed additional hand gel in all meeting rooms and bathrooms. Besides, there are 11 "no-touch" disinfectant poles spread throughout the building;
- 3. Chairs & Inventory:** Signage incl. 1,5m is placed on all meeting rooms. We can't remove chairs due to limited storage, but we inform people to keep "1 chair empty" in between each other to keep the distance;
- 4. Meeting Rooms:** We currently block most of the meeting rooms. Our cleaning staff is deep cleaning them and will take care of cleaning a room after its being used;
- 5. Signage:** Info signs are placed in the different co-working areas and we have removed chairs in order to keep the 1,5m-distance as much as we can. There is signage placed throughout the building, in the event spaces, near all entrances and on the tables in the open space;
- 6. Gym:** The Gym is currently closed till July 1<sup>st</sup>, signage is on the door and same goes for the dressing rooms;
- 7. Catering & Restaurant:** Our Restaurant on the 3<sup>rd</sup> Floor is closed, but the coffee bar is open/completely re-designed to be 1,5-meter proof, and catering is available to pre-order;
- 8. Cleaning:** our cleaning staff has been instructed to log all cleaning and to focus as well on keeping the bathrooms and contact points extra clean;
- 9. In-House communication:** we broadcast all measures taken and advised on our in-house screens and A5-leaflets on the tables;
- 10. Elevators:** we mention and have put up signage that max. 2 people are allowed inside.
- 11. Staircase:** only person is allowed to go up/down the stairs similar and we have created 'waiting-zones' by the use of stickers;
- 12. Floors/Stickers:** we have placed multiple stickers on the floor nudging people to keep 1,5meter distance.