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|  | The Director for Communication  |
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|  | Brussels, 26 February 2020 |
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**Safety measures with regards to the Coronavirus: Your event or visit at the European Committee of the Regions**

Dear Madam/Sir,

We are writing to you because of the situation with regards to the Coronavirus (Covid-19) and your event respectively visit planned in the days to come at the European Committee of the Regions (CoR) in Brussels. The CoR administration and medical services closely monitor the development of the Covid-19 epidemic at global, European and Belgian level.

As you are surely aware, the Covid-19 virus has now also reached Europe. Based on the latest developments, the list of affected areas currently include China, Hong Kong, Macaau, Singapore; South Korea; Lombardy, Piedmont, Emilia-Romagna and Veneto in Northern Italy (including the lockdown area as defined by Italian authorities: Bertonico; Casalpusterlengo; Castelgerundo; Castiglione d’Adda; Codogno; Fombio; Maleo; San Fiorano; Somaglia; Terranova dei passerine, Vò).

A **continuously updated list of Covid-19 affected zones** can be found on the website of the European Centre for Disease Prevention and Control: [ECDC](https://www.ecdc.europa.eu/en/novel-coronavirus-china)

Given that the Covid-19 virus is known to be highly contagious even before symptoms can be detected, we ask all the **organisers, speakers and registered participants of conferences, visits and public events planned on CoR premises** to respect the following preventing measures, which have been implemented by the EU institutions in a similar way.

1. **Individuals originating from Covid-19 affected areas or having travelled to such areas within the last 14 days** (or who have knowingly been in contact with a person infected by Covid-19) are **strongly recommended** to behave as follows:
* If you are already in Brussels, **do not come to CoR premises.**
* Do not travel to Brussels before having contacted and obtained clearance from your general practitioner; take into consideration that the **incubation period for Covid-19 is 14 days**.
* If you feel sick, stay at home and immediately contact your general practitioner (temperature > 38°, respiratory symptoms, general weakness, diarrhoea).
* Explore the possibilities of video streaming of conferencing wherever this is an adequate alternative to physical presence in Brussels.
* Consult local media for the latest developments and respect the instructions given by the competent local authorities.
1. For those individuals **originating from Covid-19 affected areas or having travelled through such areas within the last 14 days** or who have knowingly been in contact with a person infected by Covid-19, who made already reservations for future meetings, are recommended to cancel their reservations.
2. **Organisers of events, conferences and visits taking** place on CoR premises during the months of March are advised to share this letter with their organisation and inform all staff, speakers and registered participants accordingly.
3. **Organisers of events and their staff, speakers or participants**, who have not visited Covid-19 affected areas within the last 14 days should follow the standard hygiene recommendationsto reduce exposure to and transmission of viral respiratory illness[[1]](#footnote-1). At the current time, nothing prevents them from traveling to Brussels to take part in the events planned.

As soon as additional information is available, you would obviously receive an update.

In case you have further questions, please feel free to get in touch with us:

conferencesCdR@cor.europa.eu (for conferences, hosted events or exhibitions);

visitesCdR@cor.europa.eu (for group visits).

With kind regards,

Ian BARBER

Director

1. Standard hygiene recommendations:

	* + avoid touching your eyes, nose or mouth with your hands
		+ avoid close contact with people with a cold or the flu (temperature and cough)
		+ wash your hands regularly with soap and water for at least 20 seconds; the use of a hydro-alcoholic solution is a good option
		+ cough or sneeze into the crook of the elbow or into a disposable tissue; throw it away immediately afterwards and wash your hands
		+ stay at home if you are ill
		+ currently it is not recommended for healthy people to start wearing a mask [↑](#footnote-ref-1)