

Financial Directorate of the Slovak Republic
25 March 2020

Financial Administration of the Slovak republic adopted on 16th of March 2020 the following measures:

- obligation for all employees to wear a mask or other protective equipment (shawl, scarf, etc.);
- prohibition of clients entering offices without a mask or other means of protection;
- introduction of temporary regime of service, enabling home office when its applicable;
- compulsory quarantine for all employees and persons living in the same household for 14 days after returning from abroad, in this case, the obligation to contact the doctor by telephone and then to notify the employer;
- obligation to wash hands or use an alcohol-based hand disinfectant especially after handling client documents;
- prohibition of clients entering the office premises outside of the premises reserved for the public (mail room, client center);
- recommendation to use telephone, electronic and written communications preferably, except in justified cases;
- to conduct personal meetings at the offices only in exceptional cases, in agreement with the client, in the designated areas;
- consider the use of disposable gloves when handling documents and documents from citizens and, after work, re-wash hands in the prescribed manner;
- to regulate the number of clients in client centers;
- to prohibit the entry of clients with symptoms of respiratory diseases to the workplaces;
- restrict the entry of clients with children to financial administration workplaces;
- keep a minimum distance of two meters between the negotiators during personal meetings if the workplace does not have a protective compartment;
- to shorten client handling in personal contact to a maximum of 15 minutes;
- recommendation to all employees to restrict private journeys to coronavirus-confirmed countries;
- ordering that the place of stay of employees must be known when applying for a leave from work;
- calls for frequent ventilation of the offices and other premises;
- cancelling all educational activities;
- cancelling the participation on foreign business trips with immediate effect and prohibits the reception of foreign delegations;
- in the case of care for a child under the age of 10, because the childcare institution or school has been closed pursuant to the regulations of the competent authorities, absence of employees will be justified.

Please find attached bellow useful links to our national Authorities concerning the Coronavirus (COVID-19) outbreak:

Public Health Authority of the Slovak Republic
<http://www.uvzsr.sk/en/>

Ministry of Foreign and European Affairs of the Slovak Republic
<https://www.mzv.sk/web/en/covid-19>

IOM Migration Information Centre, Slovak Republic
<https://www.mic.iom.sk/en/news/637-covid-19-measures.html>

Financial Administration

<https://www.financnasprava.sk/en/homepage>