

Inform – Reassure – Act smart



In the current crisis context, SSTL supports employers in their responsibility for the health of their employees, enabling organizations to remain effective by setting up an effective prevention system based on the recommendations of the competent national institutions.

SSTL supports the management of organizations to combat risks at source:

1) Inform

- Informing employees about COVID-19, the stakes and the real risks in Luxembourg
- Details on measures taken by the Luxembourg Government and information on the competent official institutions to be contacted in case of need.
- Description of the measures recommended against contamination in the professional context but also to manage possible impacts on the private sphere.

2) Reassurance

- Reassuring employees means above all identifying the real risks and rejecting recommendations that do not come from the competent national institutions. Managing the anxiety and possible stress related to the situation is essential, detailing the official recommendations and answering questions allows optimal management of the crisis and a serene implementation of prevention.

3) Act smart

- SSTL organizes the recommended prevention in collaboration with management, puts in place the appropriate equipment and processes and defines the behaviours to be adopted according to the policies decided by the employer.
- SSTL assists the employer in implementing the recommended procedures for exposed or contaminated employees, in accordance with Luxembourg recommendations (organisation of quarantines, appearance of symptoms, return to work, company policy, etc.).

4) Disclaimer

SSTL advises companies as an external prevention service within the meaning of the Luxembourg Labour Code, providing external support strictly based on the recommendations issued by the Luxembourg state and the competent authorities in this field. However, it is imperative to point out that in such an undecided context, SSTL's advice and recommendations should not be the sole basis for management decisions, the employer remaining solely and exclusively responsible for the decisions taken in this respect. SSTL declines all responsibility in the event of failure to achieve the objectives set with regard to COVID-19. The information provided by SSTL in this context is given only as an indication and not as an incentive, at a specific point in time.

5) Official information sources

- Attitude to adopt in case of suspicion of a case (HR/TD/Directorate) :
<http://sante.public.lu/fr/prevention/coronavirus-00/arbre-decisionnel-attitude-fr.pdf>
<https://msan.gouvernement.lu/fr/dossiers/2020/corona-virus.html>
- Workplace prevention :
- Posting : https://www.stm.lu/wp-content/files/pandemie-poster_eternuez_Fr-a4.pdf
 - Posting : https://www.stm.lu/wp-content/files/pandemie-lavez_les_mains-fr_a4.pdf
 - Posting : <https://www.ecdc.europa.eu/sites/default/files/documents/COVID-19-infographic.pdf.pdf>
 - FAQs to be forwarded/displayed : <http://sante.public.lu/fr/support/faq/faq-coronavirus/index.html>
- For employees who travel / HR department :
 - Broadcast: <http://sante.public.lu/fr/prevention/coronavirus-00/conseils-voyageurs.pdf>
 - Risk zone updated in real time: <http://sante.public.lu/fr/prevention/coronavirus-00/zones-expo-a-risque-26-02-2020.pdf>

6) Our intervention mode

Information sessions :

- a. For human resources departments and services (obligations of employers, how to react towards employees, guidelines of the Luxembourg authorities ...).
- b. For employees (behaviour to adopt, children, sick leave, extraordinary leave, salary maintenance, etc.).

Implementation of preventive measures :

- a. Hygiene on workplace.
- b. Health & safety display (washing hands, sneezing, shaking hands ...).
- c. Safety advice for travellers.
- d. Monitoring of risk areas identified by the authorities.

Setting up the response measures to be adopted : <http://sante.public.lu/fr/prevention/coronavirus-00/arbre-decisionnel-attitude-fr.pdf>

Support from a legal advisor for the HR actions to be implemented (quarantine, teleworking, etc.).

If necessary, setting up of a listening unit by a clinical psychologist.

