



25 May 2020

## **Informational material providing guidance for business travellers travelling to Denmark**

### **Limit the risk of spreading infection**

It is important to organise your business travel and meetings in a way that minimises the risk of becoming infected with novel coronavirus/COVID-19.

The best way you can help prevent the spread of infection is by following the Danish Health Authority's five general advice and incorporating them into everything you do.

Most importantly: if you have symptoms, isolate yourself and contact medical services (see further details below).

### **The five general advice:**

- 1: wash your hands often or use hand sanitiser
- 2: cough or sneeze into your sleeve
- 3: avoid handshakes, kisses on the cheek and hugs - limit physical contact
- 4: clean thoroughly – where you stay overnight and in the workplace
- 5: keep your distance and ask others to be considerate

You can find more information about novel coronavirus/COVID-19 in English on the homepage of the [Danish Health Authority](#).

### **Advice no. 1: wash your hands often or use hand sanitiser**

Proper hand hygiene is the most effective way to prevent contact spread and consequently the spread of disease in society.

Hand washing and hand sanitisers are equally effective. However, hand washing is always recommended if your hands are visibly dirty, wet, after you have gone to the toilet and before you handle food. The reason behind this is that hand sanitisers only work properly when your hands are dry and not visibly dirty.

If you do not have access to soap and water or hand sanitiser, you can use wet wipes as an alternative, for example in connection with travel. The wet wipes must contain glycerol and have an alcohol concentration of between 70-85% and should be able to keep your skin moist for at least 30 seconds.

Proper hand hygiene is particularly important in the following situations:

- after going to the bathroom
- before cooking
- before eating



- after blowing your nose
- when you come home from work, shopping, etc.

We recommend that you avoid touching your face to prevent the virus from entering your eyes, nose or mouth. And never touch your face with dirty hands.

**Advice no. 2: cough or sneeze into your sleeve**

Proper cough etiquette prevents droplet spread as well as stops the virus being transmitted from your hands to surfaces and contact points that are touched frequently and by many different people. When the virus lands on a surface, others may touch the site, thus picking up the infection and spreading the disease widely in society.

Thus, we recommend that you:

- cough into a disposable tissue and wash or disinfect your hands afterwards. Or cough into your sleeve
- if you cough into the palm of your hands, you must wash or disinfect your hands afterwards.

**Advice no. 3: avoid handshakes, kisses on the cheek and hugs - limit physical contact**

COVID-19 is transmitted through droplet or contact spread. Droplet spread where tiny droplets from the respiratory tract spread via coughs or sneezes, or contact spread where virus-infected saliva or snot is left on surfaces that are then touched by someone else who then touches their face.

As people without respiratory tract infections only occasionally cough or sneeze, contact spread is the major source of infection from asymptomatic individuals. The same applies to close contact with other people. This is of the reasons why we recommend that you limit physical contact with others – e.g. handshakes, hugs and cuddles – and that you maintain social distancing, even when you have no symptoms.

**Advice no. 4: clean thoroughly – where you stay overnight and in the workplace**

The risk of contact spread increases dramatically when you touch contact point and surfaces that are touched by many people – such as door handles, bannisters, light switches, pushbuttons, keyboards, armrests, table edges, toys, tools, utensils, taps, toilets, etc.

It is therefore vital that you clean contact point frequently and thoroughly. Ordinary cleaning – using ordinary methods and cleaning products – is generally sufficient. However, if you wish to be extra careful, you can disinfect surfaces etc. when you have cleaned them.

**Advice no. 5: keep your distance and ask others to be considerate**

Infection via coughs, sneezes, singing, etc. can occur by the spread of droplets in your immediate surroundings. However, the vast majority of these droplets fall to the ground within



1-2 meters, which has formed the basis for our recommendations concerning distance. There is no clear evidence of a specific distance requirement in the public space, and current recommendations vary among international authorities.

Based on an overall assessment of current documentation, international recommendations and experiences, etc. the Danish Health Authority and Statens Serum Institut recommend the following:

- keep at least a 1-metre distance between people in the public space
- however, keep at least a 2-metres distance in situations where there might be an increased risk of droplet spread or where there are special considerations, e.g.:
  - if you are anxious about your own or someone else's respiratory symptoms, e.g. if you are on your way home from work and feel unwell or if you think someone else looks like they have a cold etc.
  - when visiting nursing homes, hospitals, persons at higher risk, etc.
  - during activities involving heavy exhalation where droplets are formed and scattered further away from the person than during normal speech, such as singing, shouting, lectures, plays, physical exertion, etc.
  - during activities in motion
  - when staying in confined spaces with limited room, poor ventilation, etc. – such as basements, shafts, etc.

### **What should I do if I have symptoms of COVID-19 and should I be tested?**

If you have symptoms of COVID-19, you should immediately go into isolation. Stay well away from others. If you are at work or out and about when you become ill, go back to where you stay immediately.

Do not show up at the doctor's office or the emergency department but call ahead for an appointment.

Contact your GP during regular hours between 8:00–16:00 hrs. or the emergency doctor service/ doctor on call between 16:00–08:00 hrs. for an assessment of whether your symptoms warrant further examination or whether you should be referred directly for testing.

If you have symptoms but are in doubt as to whether you are "really" sick, we recommend that you consider yourself sick. If you have mild symptoms and choose not to be tested, we recommend that you behave as if you have COVID-19 and follow the advice on the homepage of the [Danish Health Authority](#).