

## Measures adopted in specific companies

- **BAT (British American Tobacco)**

On the one hand, there is an increased demand for cigarette products, on the other hand, the supply of goods is delayed due to problems at the border with Poland.

Impact on work organisation:

Sales: restricted working possibilities, partial relocation to home office with telesales; administration: work from home; production: challenges of caring for relatives are dealt with pragmatically, shifts are swapped, if needed, so that there is no shift change anymore.

Health & safety:

Decision in each case at company or site level: As far as possible, work from the home office. Closing canteens or significantly reduce the number of meals on offer. Ban on business trips. Additional hygiene measures (e.g. more frequent wiping of shared equipment/areas). In case of suspicion or potential contact, quarantine of 2 weeks. Equipping the field staff with hygiene articles (spray & masks). In production, more attention is paid to maintaining distances of 2-3 m.

Job protection:

So far, the use of short-time work allowances in the sector is not known. For the time being, the time required to care for children or relatives is regulated by reducing overtime, left over holidays, etc. More variable use of the existing working time regulation is possible on a voluntary basis.

Regular exchange between the works councils of the 4 large companies is organised.