



13<sup>st</sup> March 2020.

**Dear Contractor or Supplier**

Banedanmark has been contactet or sent early warnings by several suppliers and contractors about potential difficulties with delivery and potential delays caused by the current Covid-19 situation.

Banedanmark is aware that the situation may have direct or indirect consequences for Banedanmark's suppliers and contractors – including on their deliveries to Banedanmark.

The work on and the supply to Banedanmark's projects are critical in terms of maintaining fundamental societal functions. The work and supply must therefore continue as usual. For now, Banedanmark is not accepting, that Corona is a case of force majeure or as an argument for extension of deadlines.

Below you can read how Banedanmark in general regards delivery difficulties and delays based on the Covid-19 situation.

*Delayed or impossible delivery*

Banedanmark cannot allow a general exemption of delivery, postponement of deadlines or the like to all contractors and suppliers based on the Covid-19 situation.

Contractors and suppliers' access to exemption or postponement of the delivery of goods, services and contractor services depends on the nature of the specific contract between Banedanmark and the supplier or contractor.

Therefore, Banedanmark will urge contractors and suppliers, who experience difficulties with delivery or delays, to:

- Inform Banedanmark about the difficulties or delays as soon as possible
- Follow the contractual procedure regarding delay, expected delay or impossible delivery if the contract includes such procedures
- Observe your obligation to mitigate loss, to loyal duty, and to minimise the delay or extra costs on Banedanmark's behalf as much as possible
- Secure documentation that shows that all possibilities for a timely contractual delivery have been deemed impossible.

Banedanmark follows and adheres to the recommendations and guidelines issued by the Ministry of Health and the Ministry of Foreign Affairs. Banedanmark urges contractors and suppliers working for Banedanmark to follow guidelines issued by the relevant authorities in the countries, where the contractor or supplier is performing its work.

Best regards

Mads Peters  
Head of procurement

**Attachment 1:** Information on Banedanmark's precautionary measures in relation to the Corona Virus, COVID-19

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### **Background**

As an infrastructure manager for the railway in Denmark, Banedanmark has a sharpened focus relative to other workplaces. Banedanmark adheres to the recommendations of the Ministry of Health but may choose to put in place a set of precautionary measures if demanded by the situation. Banedanmark expects that its contractors and suppliers adhere, in part, to the guidelines and recommendations issued by the authorities as well as to Banedanmark's potential precautionary measures. If Banedanmark choose to initiate its emergency plan, it is likely to implicate its contractors and suppliers.

### **Who are the precautions for?**

In situations where contractors and suppliers have employees, who in a physical sense work directly with Banedanmark's employees, it is recommended that suppliers and contractors take the same precautionary measures as Banedanmark. For other suppliers and contractors, who work at Banedanmark's addresses or is present at Banedanmark's infrastructure, Banedanmark expects that the guidelines issued by the Ministry of Health be followed.

Banedanmark's precautionary measures include support for general hygiene rules and home quarantine in connection with entry from certain countries or areas.

### **Banedanmark's measures as of March 9, 2016:**

Prevent infection from Corona virus – follow the general hygiene rules;

- Wash your hands often or use hand disinfection
- Cough or sneeze in a disposable handkerchief or in your elbow – not your hands
- Avoid shaking hand, kisses and hugs – limit physical contact
- Be aware of cleaning – both at home and in your work place
- Be aware when you are in places with close contact to many people.

### Travel

Beside the general hygiene rules, the Ministry of Health's recommendation to stay at home for two weeks after returning from one of the special areas defined on the Ministry's list must be followed – also if you have no symptoms. If the Ministry's list changes, which it does on an ongoing basis, Banedanmark's precautionary measures follow this.