



POST CONFINEMENT COVID-19:  
**GUIDE FOR ACTIVITY  
RESUMPTION**



**CFC FIRST**  
CASABLANCA



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**CFC FIRST**  
CASABLANCA

# INTRODUCTION

In the current health context, the top priority is to guarantee security and health of our employees by applying appropriate health measures.

Preceding the state of health emergency on March 19, measures had been applied within the CFC First tower, with recommendations regarding individual and collective protection.

These measures will be further strengthened during the deconfinement phase and we will maintain them in accordance with the instructions of the health authorities, to ensure a smooth resumption of activity and in the best conditions for you and your teams.

This guide aims to clarify the protocol implemented within CFC First, particularly in terms of cleaning and disinfection of the premises, personal protection, and social distancing. Procedures related to main access, lobby and deliveries are also included in this guide.

## **Risk assessment summary contamination:**

We rely on the data collected through the various communications from the government, more specifically from the Ministry of Health. We follow the instructions provided on setting up new organizational arrangements and sanitary measures at CFC First. As many companies are working remotely, there is a low ratio of number of people per m<sup>2</sup> making the risk of contamination within CFC First very low.

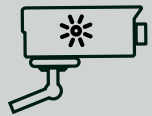
# MEASURES IMPLEMENTED

## AT CFC FIRST

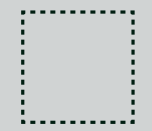
### At the entrance:



**A MAXIMUM OF THREE PEOPLE**  
at a time can access CFC First



**A THERMAL CAMERA IS INSTALLED AT THE  
ENTRANCE OF THE BUILDING:** temperature check



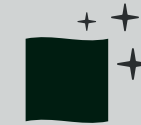
**FLOOR SIGNS INSTALLED**



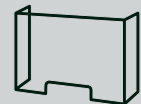
**HAND SANITIZING**  
is mandatory at the entrance



**MASK WEARING**  
is mandatory



**A DISINFECTING RUG**  
is placed at the entrance of the tower



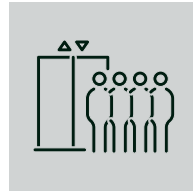
**A PROTECTIVE PLEXI GUARD  
IS INSTALLED** at the lobby desk

# MEASURES IMPLEMENTED

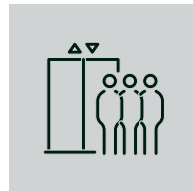
## AT CFC FIRST

### Inside:

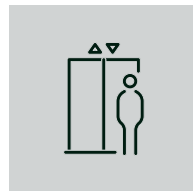
The number of people in the elevators is limited.



Freight elevator A:  
**MAXIMUM 4 PEOPLE**



Elevators B to G:  
**MAXIMUM 3 PEOPLE**



Parking elevator:  
**MAXIMUM 1 PERSON**

Your badge has been programmed to the floor of your business. You no longer need to click on the keyboard to select your floor; just place your badge under the keyboard and your floor number will automatically be elected.

# MEASURES IMPLEMENTED

## AT CFC FIRST

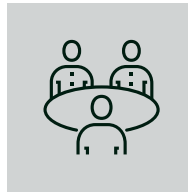
### Inside work areas:

Limited personnel in conference rooms and the business center.

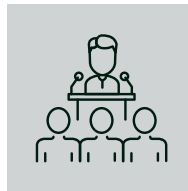
**Ventilation:** In early March 2020, the tower terminated the use of recycled air and now maintains an exterior air supply.



Meeting room 107:  
**MAXIMUM 6 PEOPLE**



Meeting room 108:  
**MAXIMUM 3 PEOPLE**



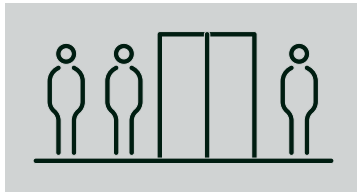
Conference room:  
**MAXIMUM 35 PEOPLE \***

\*This will only be an option once gatherings of more than 10 people are permitted.

# MEASURES IMPLEMENTED

## AT CFC FIRST

**Main access for visitors:** Entrance to the tower will be allowed by groups of 3 people at a time.

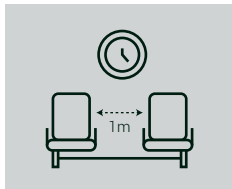


External visitors must wait outside CFC First  
**UNTIL THEY ARE QUEUED IN BY A HOSTESS**



It is strictly prohibited  
**TO USE THE SITTING AREA AT N01**

## ACCESS FOR SERVICE PROVIDERS, DELIVERY PROCEDURES:



Waiting area: delivery room  
**MAXIMUM 3 PEOPLE**

# MEASURES IMPLEMENTED

## AT CFC FIRST



- 1 - Disinfection and cleaning of the tower before activity resumption
- 2 - During resumption: weekly disinfection of common areas by a specialized team (disinfection products approved)
- 3 - Daily cleaning of common areas:

Disinfection agent	Location	Object to disinfect	Duration	Frequency
Agent 1	Basement	Door handles, keyboard	10 mins per floor	Once every hour
Agent 2	Ground floor N01	Lobby desk Turnstiles Escalators & keyboards	15 mins per floor	Once every hour

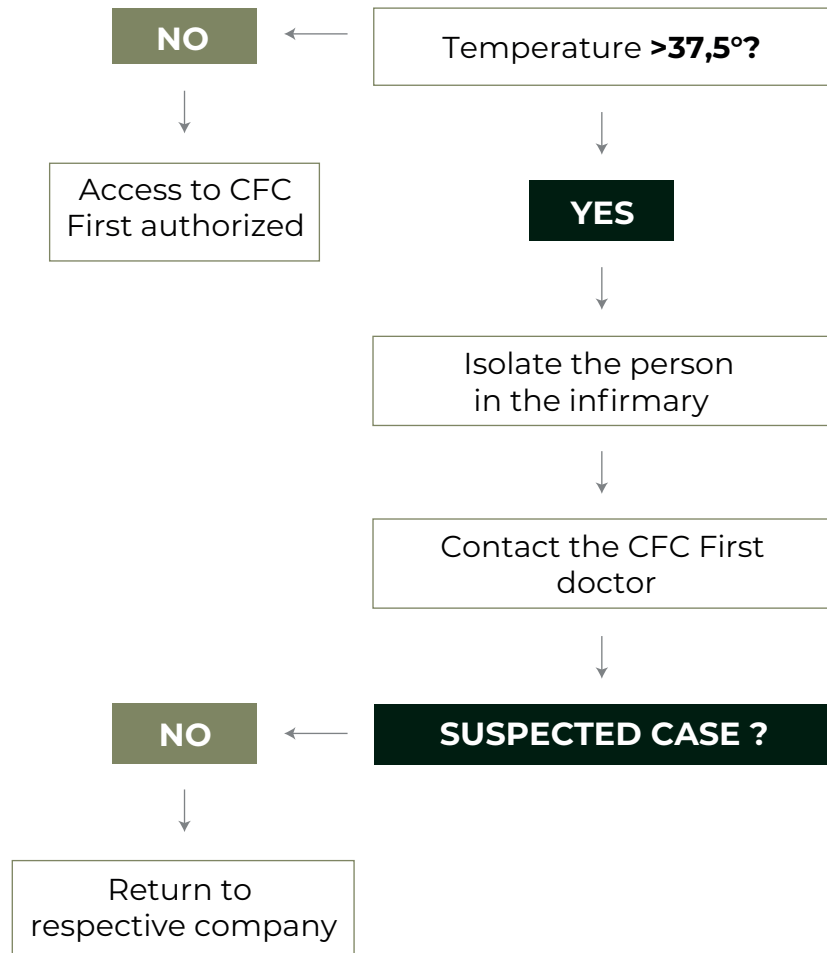
### Internal communication

Hygienic measures are displayed in all circulation areas and working spaces.

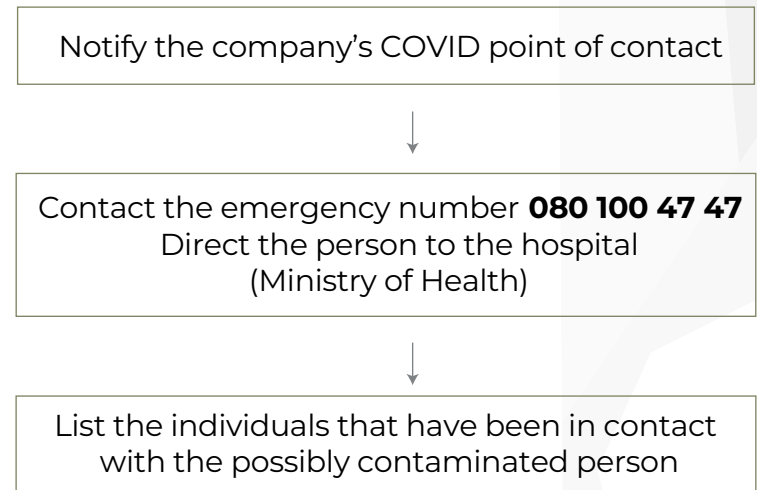


# MEDICAL CARE PROTOCOL

## IN THE EVENT OF A COVID CASE



### PROTOCOL FOR A SUSPECTED CASE OF FEVER



# GENERAL INFORMATION

## Hours:



### BUILDING

The building is accessible 24/24, 7/7.



### PARKING

Open Monday to Saturday from 6 am to 11 pm.



### LOBBY

The hostesses are available from 8 am to 8 pm, Monday to Friday.



### SAFETY

SSIAP agents ensure fire safety 24h and are located in the control center at the ground floor.



### SECURITY

Security agents are on site 24h and ensure safety and telemonitoring of the tower. The control center is located at the ground floor.

# IMPORTANT CONTACTS

A team dedicated to the daily management of the tower, "**Building Team**", is present at CFC FIRST Monday to Friday from 9 a.m. to 7 p.m. They manage the common areas of the tower and are the point of contact for all tenants.

## PROPERTY MANAGER

TEL: 06 19 66 41 04  
z.bamhammed@rcs.ma

### FUNCTION

Supervises tower procedures and maintenance

## LOBBY SUPERVISOR

TEL: 05 29 05 62 00  
reception@cfcfirst.ma

### RESPONSIBILITIES

Responds to all inquiries

Please contact our **property manager** to provide your company's designated COVID point of contact and for any questions related to preventive measures within CFC First.



# CFC FIRST

CASABLANCA

## Casablanca Finance City Authority


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