



**P&SD Circular No. 01/2020**

People & Standards Division  
Office of the Prime Minister  
3, Castille Place  
Valletta. VLT 1062

26<sup>th</sup> February 2020

To: Permanent Secretaries  
Directors General  
Directors  
Heads of Department

### **QUARANTINE LEAVE IN RELATION WITH THE CORONA VIRUS**

Further to instructions issued by the Ministry for Health (MFH), employees in government departments and entities who have visited any of the countries affected by the Corona Virus are required to remain at home for 14 days from the date that they left from the country they visited. To-date, the affected countries are China (including Hong Kong), Singapore, South Korea, Iran, and Northern Italy.

Whenever possible, management shall ensure that the necessary arrangements are made so that employees on quarantine leave continue working from home. Employees who travelled to these countries are requested to present an electronic proof of travel to the respective Human Resources Director for verification.

Government entities are to inform the HR Director in the respective Ministry with the details of the employee on quarantine leave.

Management shall have the prerogative to conduct house visits to verify that employees who are on quarantine leave stay at home. Employees who are not found at home shall be liable to disciplinary proceedings.

These instructions are also applicable to public sector entities, and shall be strictly adhered to. Heads are requested to ensure that the contents of this Circular are brought to the attention of all public officers under their remit.

Anyone travelling to these countries after 28<sup>th</sup> February shall also stay at home for 14 days from the date of return from such countries; however, they will not be eligible for quarantine leave.

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