

## Measures taken by Van Benthem & Keulen in connection with the coronavirus

The coronavirus (COVID-19) affects our society. The virus is having a major impact, both nationally and internationally. Last months the Dutch government had to take stringent measures to control the coronavirus as much as possible. These measures will have a big impact on our society, your organisation and, of course, our office. In this letter we would like to inform you about:

1. the measures we have taken so far to protect the safety and health of our clients, associates and employees;
2. what these measures mean for you;
3. how we will continue to provide our services.

### Measures taken by Benthem & Keulen

1. Since 16 March, all our employees have been working from home unless there is a specific reason not to do so. We have introduced this home working policy because we do not want to take any risks that could endanger the health of our employees, clients, associates and business partners or their families.
2. Our employees have all the necessary ICT resources at their disposal to perform their work from home, so that work on client matters will continue as normal, now and in the upcoming period.
3. We have always applied a strict security policy to our ICT infrastructure in order to guarantee the security of our e-mail communication and our files. In the current situation, with employees working from home, we will be monitoring the security of our ICT infrastructure even more closely.
4. All face-to-face meetings will take place by telephone or online.
5. All IURA ACTUA meetings and other events are cancelled. Some meetings will take place online (in Dutch only).

With the above measures, we at Van Benthem & Keulen hope to make our contribution to bringing the coronavirus under control.

### What do the measures mean for you and how will we continue to assure our services?

During the period in which the coronavirus is active and the government is announcing measures to bring the coronavirus under control, Van Benthem & Keulen will follow government policy. This means that:

1. all our lawyers and (junior) notaries are reachable by e-mail, video calling and telephone. For the contact details of our colleagues, I would refer you to our website or click on the [following link](#);
2. we will continue to provide our services;
3. physical meetings will not take place unless there is a special reason for them to go ahead. This will always be discussed with you first.

# VAN BENTHEM & KEULEN

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The Judiciary also adapts its way of working due to the corona virus. All district courts, courts of appeal and special courts continue to work at a distance, with digital means. From May 11, court cases with litigants in the courtroom will again be limited if the physical presence of the parties is necessary.

With the measures we are taking now, we want to continue to offer the service you have come to expect from us, even in these uncertain times. We are fully committed to doing so!

We are aware that further measures may need to be taken in addition to the above. We will keep a close eye on government announcements and the advice of medical experts and will keep you informed of any new measures we take regarding the coronavirus.

Should you have any questions about our measures or about the impact of the coronavirus on your organisation in response to this e-mail, please feel free to contact me. In addition, our legal professionals are naturally also at your disposal to answer your questions and to assist you in any way they can.

We wish you, your organisation and your colleagues the very best for the weeks and months ahead and good health for everyone.

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