

COVID-19

Crisis response
and
recovery practices

The Role of the Port

The Port of Thessaloniki is one of the main economic engines of Northern Greece and broader area ensuring the smooth operation of the supply chain. Therefore, especially in this emergency situation, it is our duty to ensure its functioning at any moment and in any situation that may arise, while guaranteeing, first of all, the safety of the persons that work there.

COVID-19 reality

- Facilities.
- Operations.
- Policies.
- Port contingency plan.
- Actions taken.
- Port continuity.

Facilities

- Remote work for all activities that can be performed at distance and do not require absolute physical presence.
- Enhance frequency of cleaning (e.g., control rooms, keypads, rest areas).
- When there is use by different persons of furniture, materials, tools and vehicles, the person who leaves and the person who enters, both, clean the common work instrument.
- The cleaning frequency of internal trading areas is increased, emphasizing contact surfaces (door handles, taps, printers, lift buttons, phones)
- Hand sanitizer and gloves for all.
- Increasing frequency of employee shuttles service to facilitate distancing.

Operations

- Reduce physical customer contact and the number of customers in internal trading areas.
- Segregate the gang working time among shifts, so that an adequate time interval between gangs is ensured.
- Contactless delivery.
- Hand sanitizer and gloves for all.
- No one will go on board a vessel unless if it is **totally** necessary.

Policies

- Shutdown or minimize all the “non-critical” activities.
- Keeping employees home if presenting mild symptoms.
- **Immediately** remove people that have symptoms similar to COVID-19 and activate the emergency response plan.
- Minimize the number of visitors.

Port contingency plan (1/2)

- An Emergency Response Team (ERT) has been formed in case of an ThPA employee COVID-19 incident. The team consists of:
 - Eva Vafaki
 - Filio Stoikou
 - Christos Stagkos
 - Nino Spezzano
 - Stella Fassa
- Contact details of all above persons are available to everybody.
- Each manager should check if everybody under his responsibility follows the rules.

Port contingency plan (2/2)

- Establish communication of the emergency managers with shift managers.
- In case of coronavirus positive employee:
 - Employee forbidden and entry permits suspended from entering facility for 15 days at least.
 - ThPA Occupational doctor to authorize resuming his work conditions once certification received from the relevant Public Health Authorities.
 - Disinfection of areas and employee workplace.
 - Employees in close contact with affected employee, to be dispatched home with immediate effect.

Actions taken (1/3)

- The shore leave of crewmembers of vessels is conducted by the shipping agents, taking all necessary safety measures.
- The dockworkers were instructed to keep a distance of 2 meters of the crewmembers of vessels.
- Informative emails were delivered to the employees to provide them extensive information on the preventive and antiviral measures.
- The leaflets for COVID-19 published by the Ministry of Health and Ministry of Labor have been posted to all facilities. Those leaflets provide information about the generic measures, the correct way of washing hands, the correct way of using gloves etc.

Actions taken (2/3)

- Antiseptic liquids and/or cleaning tissues and disposable gloves are available to all employees.
- Employees who are interacting with significant number of people (cashiers, clerks, etc) must wear the protective gloves continuously at work and dispose them at least 4 times per day.
- The Occupational Doctor is in the constant contact with the employees. In case of any deviation from the normal health conditions, the employee is immediately released from work to go home.
- The daily update on the health conditions of the employees is provided.
- Employees who have returned from abroad are advised to stay at home for 14 days, according EODY instructions.

Actions taken (3/3)

- All employees who can work on a home office basis (remotely) without any disruption to the working process were transferred to home office. IT Department provides the distant access to the ERP systems.
- Temporary all the business trips are suspended.
- The meetings with the 3rd parties on the premises of the company are limited. Distance meetings are held by means of video and audio conferences.
- The employees who stay home with kids, due to the school's closure, they take the special purpose leave.
- Leaves are issued to employees belonging to vulnerable groups.
- Disinfection of all internal areas, workshops, gates , equipment, machinery etc. is conducted every 10 days after the completion of the previous disinfection cycle.

Port continuity

- **Business continuity**

- Purchase department stock inventory performed to ensure minimum stocks in case of shut down of main suppliers.
- 65 laptops available including VPN credentials to enable work from home for identified crucial employees (white collars)
- Main labor suppliers contacted to establish emergency work patterns in the event ThPA own staff falling short to handle expected volumes.

Contact information

Thanos Liagkos	Chairman of BoD	tliagkos@thpa.gr	+30 2310 593 101
Franco Cupolo	Managing Director - Chief Executive Officer	fcupolo@thpa.gr	+30 2310 593 106
Rui Pinto	Deputy Chief Executive Officer	rpinto@thpa.gr	+30 2310 593 102
Henrik Jepsen	Chief Financial Officer	hmjepsen@thpa.gr	+30 2310 593 365
Katerina Themeli	Human Resources Division	kthemeli@thpa.gr	+30 2310 593 188
Eva Vafaki	Health, Safety & Environment Unit	evafaki@thpa.gr	+30 2310 593 318
Filio Stoikou	Port Doctor	gstoikou@thpa.gr	+30 2310 593 580
Christos Stagkos	Conventional Cargo Division	cstagos@thpa.gr	+30 2310 593 330 +6970339533

Nino Spezzano

Container Terminal Division

nspezzano@thpa.gr

+30 2310 593 601
+6949576666

Stella Fassa

Project Management &
Development Dpt.

sfassa@thpa.gr

+30 2310 593 323



ThPA S.A.
PORT OF THESSALONIKI

📍 **PORT OF THESSALONIKI**