



Doc. No. OSS-IMS03-FRM12
Sheet: 1 of 1
Revision: A
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Classification: Confidential

Title	Visitor Screening Questionnaire
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Visitor Name:	
Company:	
Date/time of scheduled visit:	
<i>To be completed 24 hours prior to visiting Oasis Software Solutions' Premises. Please return to CrisisManagement@osscontrol.onmicrosoft.com</i>	

The safety of our employees, customers, families and visitors remains Oasis Software Solutions' overriding priority. As the Coronavirus COVID-19 outbreak continues to evolve and spread globally, we have implemented heightened office access requirements to protect the health of everyone at Oasis Software Solutions.

To prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and visitors, we are conducting a simple screening questionnaire. Your participation is important to help us take precautionary measures to protect you and everyone at our premises.

We ask you to review and answer the following questions:

Question	Response (Yes or No)
Have you or a member of your household transited or returned from a country or area with elevated incidence of COVID-19 during the past 14 calendar days?	
Have you or a member of your household been in contact with anyone who has been diagnosed with COVID-19?	
Are you, or a member of your household, currently unwell, with symptoms including fever, high temperature, cough or sore throat?	
Have you recently been to any public events or locations with crowds of more than 20 people?	

If your answer to any of the above questions is 'yes', your visit may have to be rescheduled. Please email Crisis Management email above or call the office directly on 01600 891 582 and ask to speak to a member of our Crisis Management Team.

Please be aware that these responses are subject to review on a daily basis during your visit.

The information that you voluntarily provide will be used solely to assess whether you meet these requirements and will not be retained by Oasis Software Solutions beyond the date of your visit to our premises. If you would like more information on our privacy practices, please contact the Office Manager to see Oasis Software Solutions' Fair Processing Policy.

Signed:

Date: