



**Schiphol Travel International**

Exclusive Business Travel Services ★ ★ ★ ★ ★



# Tips and tricks

Business Travel during Covid-19

## **Covid-19 Travel checklist**

1. Safety first
2. Destination check
3. Air travel
4. Airport
5. Hotels
6. Train and public transportation
7. Travel insurance
8. Car rental
9. General tips

### **Safety first**

Before travelling please check if you have made any travel to high risk countries (also during private travel) and the precautionary measures required from the country for your upcoming trip. For travel managers, this can easily be found in the historical tracking in our I-reporting center.

Please check your personal health situation and determine if travelling is responsible.

Back from your trip? Please check with your company if you can work from the office or if quarantine measures are in place.

### **Destination check**

Before you plan your trip first check the travel restrictions from the government on both your current location and the location you will visit.

Check the health requirements of the county you are travelling to. Please note some countries do not let you enter without additional documents.

Please check our website:

<https://www.schipholtravel.com/covid-19-information/>

Please check this information regularly as health and safety restrictions are subject to change. Keep informed about your travel as unexpected cancellations may occur and flight status can change.

### **Air travel and airports**

Many airlines have increased their cleaning and disinfecting processes on board of their aircrafts. The majority of the planes are equipped with HEPA (High Efficiency Particulate Air) filters to recycle and refresh the air all the time during the flight.

Where social distancing cannot be guaranteed wearing face masks is mandated by most airlines. Travelers need to provide their own face protection.

Ticket tips:

- Book a flexible ticket
- Choose direct routes instead of stopovers to avoid extra airports/countries
- Be on time on the airport as extra time might be needed for health checks
- Only visit lounges if they have a social distance policy

### **Airport**

Investigate the current situation on the website of the airports you visit.  
Up to date information can be found on the website of the airport.

### **Hotels**

Many hotels have published a health protocol, please check this on the website of the hotel.

Use disinfecting wipes to clean frequently used surfaces. For example switches, door handles, remote controls, the alarm clock, and the phone.

As an extra step, you could ask the room service staff for linen that have not been used or opened yet.

### **Train and public transportation**

Please follow the instructions very carefully. Facemasks are often mandatory and please sit down in designated seats.

### **Travel insurance**

Check your current travel insurance with your company. Covid-19 is mainly not covered.

### **Carrental**

Many providers have decided upon preventative measures to reduce the spread within the cars and facilities.

Please ask and check with your rental company upon collection if all is taken care of.

### **General tips**

- Wash your hands regularly for a full 20 seconds.
- Avoid handshakes
- Avoid touching your face.
- Cover your mouth and nose while coughing or sneezing. Use your elbow to cover if you are out of tissue paper.
- Avoid any form of physical contact. Keep a safe distance (1,5 meters).
- Travel with flu medication
- Wearing a face mask does not offer protection against an airborne virus, by wearing a mask when you are sick, you can help protect people around you. Please note it is also mandatory on many flights and trains (bring this yourself).