

## Procedure/relevant steps

- Company signs declaration of commitment
- Company appoints test coordinators and informs all test participants of the concept and procedure  
The employees (associations) are heard  
FOPH provides an explanatory video for this purpose
- The test coordinator draws up a list of appropriate test groups and coordinates timeframe with the canton
- The IT system informs the canton in advance of the number of test participants and the testing dates
- Delivery of the required test kits/packaging materials (incl. spares) to the company:
  - e.g. lab uses post/courier etc.
  - e.g. canton uses own logistics service
- Employees who agree to be tested provide their samples
- Samples from all participants are collected by group and combined for pooling
- Company pools the samples by group (individual samples combined into a cumulative sample)
- The cumulative samples are despatched according to the canton's instructions and the agreed timeframe:
  - e.g. to lab using courier etc.
  - e.g. to a collection point of the canton
- The lab analyses the samples
- The lab sends the results to all group coordinators or to all participants by SMS (as per cantonal plan)
- Participants in pools showing positive test results undergo individual PCR tests
- Participants from the individual PCR tests are informed of the results
- Staff who test negative return to workplace without being quarantined
- Cantonal medical service instructs persons who test positive to self-isolate and defines further action (e.g. via contact tracing)
- Persons who tested positive are questioned regularly via contact tracing
- Persons who tested positive return to workplace at end of isolation period

