



Supervision and Control of Financial Institutions
Division

Date: 8-4-2020

Circular no.: 6/2020

To: All Exchange Houses operating in Qatar

Subject: Procedures taken to combat the spread of Covid-19

With reference to circular no. 5/2020 dated 25-3-2020 on temporary shutdown of exchange houses and in accordance with the Cabinet's decision on the latest development to combat the spread of COVID-19 virus, to confirm implementing decisions and precautionary and necessary measures taken, and to continue the previous procedures, all exchange houses operating in Qatar must comply with the following:

1-20 % of the total staff number shall remain working from office while 80% shall work remotely from their homes.

2-Working hours shall be 6 hours daily starting from 7:00 am until 1:00 pm.

3-Meetings shall be held remotely via IT devices and if necessary no more than a maximum of five persons in a meeting shall be allowed.

4-Call centers shall remain working round the clock 24 hours per day.

5-Back-offices shall work on demand.

These instructions shall be effective as from the date of issuance.

Abdullah Bin Saud Al-Thani

The Governor