

Summary of the implemented measures to help deal with the COVID-19 crisis

Updated 28 March 2020

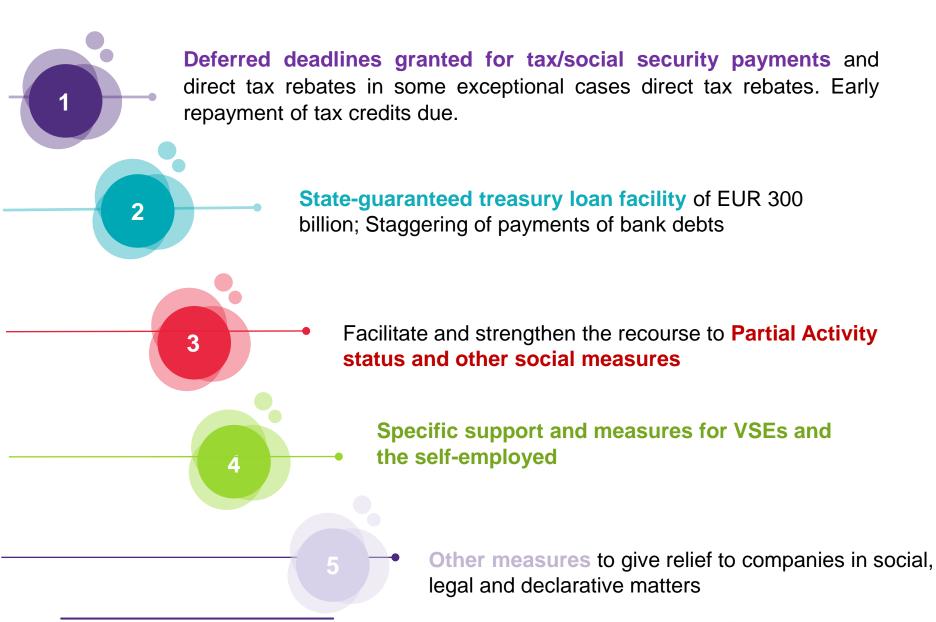


Overview

Summary

- Granting of payment deferrals for Social and Tax deadlines
- 2 State-guaranteed treasury loans
 - Partial activity and other social measures
 - 4 Specific support for VSEs and the self-employed
- 5 Other measures

Summary of announced measures





Deferred deadlines granted for tax / social security payments

- The URSSAF declaration deadline of 5 April 2020 to be respected but with the possibility of a total or partial postponement of payment:
 - ➤ Employers (companies with more than 50 employees) whose URSSAF due date falls on the 5th of the month may defer all or part of the payment of their employee and employer contributions that are due 5 April 2020. The payment date of these contributions can be postponed by up to 3 months: information will be provided later on. No penalty will be applied.
 - ➤ Employers can adjust their payment according to their needs. It is nevertheless imperative to declare and therefore transmit the nominative social declaration (DSN) before Monday 6 April 12:00 noon.
 - ➤ Please note that deferral is not automatic: if you have opted for direct debit, the deferral of contributions due in respect of employees necessitates an action on your part to change your payment order or transfer.
 - ➤ A postponement or agreement on a time limit is also possible for supplementary pension contributions. We invite you to contact your supplementary pension organization for this.



Deferred deadlines granted for tax / social security payments

- Possibility of deferring tax due dates with the Corporate Tax Services (SIE) of the DGFiP:
 - Ask the corporate tax department to defer without penalty the payment of the next direct tax installments (advance payment of corporate tax, payroll tax).
 - For the March due dates already paid, the possibility of requesting reimbursement from the Corporate Tax Department as soon as the payment has been debited.
 - For monthly payment contracts of the CFE or property tax, it is possible to suspend these on impots.gouv.fr or by contacting the tax payment service: the remaining amount will be deducted from the end balance, without penalty.
 - ➤ VAT: to date the payment of indirect taxes (VAT, excise duties, etc.) remains due on the due dates, it is still possible to request a payment plan from the Public Accountant in order to spread out or defer payment.
 - ➢ If these measures are not sufficient for the most difficult situations, it is possible to apply for a remission of direct taxes (e.g. income tax, territorial economic contribution).
 - > The applications for these free measures are subject to an individual assessment taking into account the present situation and financial difficulties of the requesting company.

Accelerated Reimbursement of tax credits

Accelerated reimbursement of tax credits and VAT credits for companies:

- Companies benefiting from one or more tax credits that are refundable in 2020 may now request the repayment of the balance of the available claim after deduction from their corporate income tax due for the 2019 financial year, without waiting for the annual filing of the income tax return ("liasse fiscale").
- ➤ This measure applies to all refundable tax credits in 2020.
- > Accelerated refunding of VAT credits, directly online through the professional space or by EDI.



Objective	Facilitate the setting up of new loans to support the cashflow situation of companies' by granting lenders State backing.
Beneficiaries	Companies established by legal or natural persons, associations or foundations with an economic activity. Companies, small shops, tradesmen and craftsmen, farmers, liberal professions and micro-entrepreneurs
Exclusions	 Excluded from these measures are: Real Estate investment companies Credit institutions or finance companies Companie which are subject to one of the procedures provided for under Titles II, III and IV of Book VI of the Commercial Code
Guaranteed Ioan conditions	 Loans granted between 16 March 2020 inclusive and 31 December 2020 inclusive, which comprise: a deferred amortization of one year; a clause that can be exercised by the borrower to allow him at the end of the first year to decide to amortize his credit over 1, 2, 3, 4 or 5 more years. These loans may not be the subject of any other guarantee or security, except when these are granted to companies which in France, employ more than 5 000 employees or have a turnover of more than EUR 1.5 billion.



Additionnality

After the State-guaranteed loan has been granted the level of conditions that the lender offers to the borrower must be better than the level it was providing to the borrower on 16 March 2020.

General case: 25% of sales excluding VAT in 2019, or of the last financial year closed

Specific cases:

- Innovative company: twice the total payroll for France in 2019, excluding employer contributions,
- A company created since 1st January 2019: the total payroll in France over the last two years of activity, excluding employer contributions.

For companies in France which employ more than 5,000 employees or which have a turnover of more than EUR1.5 billion, this ceiling may be calculated on a consolidated basis, to include all the group's establishments which are registered in France and which comply with the criteria of eligibility.

Cost of the state-guaranteed loan

The cost of the loan will be made up of each bank's own financing costs (interest rate) without any margin, plus the cost of the State guarantee.

Ceiling per company

Grant Thornton L'instinct de la croissance



Characteristics and cost of the guarantee

Characteristics of the guarantee	The guarantee shall cover a percentage of the amount of the principal, interest and incidental charges remaining due on the claim until the expiry of its term, unless it is called beforehand in the event of a credit incident. Should such a credit incident occur within two months of the disbursement of the loan, the State guarantee may not be compromised.
Percentage of cover	For companies with less than 5000 employees and with a turnover of less than 1.5 billion euros: 90 %
Cost	Year 1: Less than 250 employees and a turnover of less than 50 million euros: 0.25% Less than 5000 employees and a turnover of less than 1.5 billion euros: 0.5%



THE STEPS TO TAKE TO OBTAIN A STATE-GUARANTEED LOAN For companies < 5000 employees and turnover < €1.5 billion in France

- 1. The company should approach a banking partner to apply for a loan. It is possible to apply for several loans at the same time. The cumulative amount of these loans must not exceed 25% of turnover for such companies, or 2 years of payroll for start-ups or innovative companies.
- 2. After assessing the situation of the company (particularly **criteria of eligibility**), the bank will give a pre-approval for the loan
- 3. The company then logs onto the **platform** <u>attestation-pge.bpifrance.fr</u> to obtain a unique identifier which should then be communicated to the bank

The company provides its SIREN number, the amount of the loan and the name of the bank agency. During the first month of this loan scheme the company will only obtain one single unique number and this should therefore only be requested once it has obtained the pre-approval from the bank.

4. Once the unique number has been confirmed by Bpifrance the bank can grant the loan

In case of difficulty or loan refusal, the company can contact Bpifrance at the following address: supportentrepriseattestation-pge@bpifrance.fr

<u>Ci-après tableaux comparatifs des modalités bancaires recensées par notre</u> <u>Ordre Professionnel au 29 mars.</u>

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State-guaranteed treasury loans





Tableau comparatif des modalités bancaires du prêt garanti par l'État

	CAISSE D'EPARGNE	BANQUE POPULAIRE	SOCIETE GENERALE	LCL	Crédit du Nord	LA BANQUE POSTALE	CASE Name and American State of the State of	_Crédit Mutuel_	CIC
Cibles concernées :	 Les entreprises artisanales, commerciales et les autoentrepreneurs, Les professions libérales, Les exploitants agricoles, Les associations, sociétés d'économie mixte et fondations, 		Les TPE-PME, artisans, commerçants et micro entrepreneurs, professions libérales, Les exploitants agricoles, Les associations ayant une activité économique, Les entreprises innovantes.		Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués
Entités exclues :		stion de portefeuille, ssurance, les agents () e payant pas slariés	au 31/12/2019 ¹ > Etablissements de Crédit ou Sociétés de financement > Dossiers prescripteurs ayant pas > Clients en défaut > Clients avec une cotation Banque de		Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués
Tarification :	Pas de frais de dossie garantie Taux période initiale : Euribor 3M (flooré à 0) et 0,25 % Taux période d'amor dont de mointions de mointiés de la 10° se conditions de la 10	Taux période initiale: Euribor 3M (flooré à 0) et 0,25 % (CA ≤ 50 M€) ou 0,50 % (CA > 50 M€) tissement: taux fixe définies entre le 8° et	Pas de frais de dossi Taux période initial 0,25 %(garantie de l Taux période d'amo appliqué correspond refinancement de la minimum de 0 %, au coût de la garantie d	e : 0% + 'Etat) ortissement : le taux dra au coût de l banque, avec un uquel sera ajouté le	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués
1 Santairíocha ann aidh	le 10° mois de différé, en fonction de la durée d'amortissement choisie par le client. s prévues aux titres II, III et IV du livre VI du co		nde de commerce						

Ces précisions s'appliquent aux entreprises dont le CA est inférieur à 1,5 Mds€ et ayant moins de 5 000 salariés.

Covid-19 : prêt garanti par l'État – 29-03-2020 Page 1 sur 2

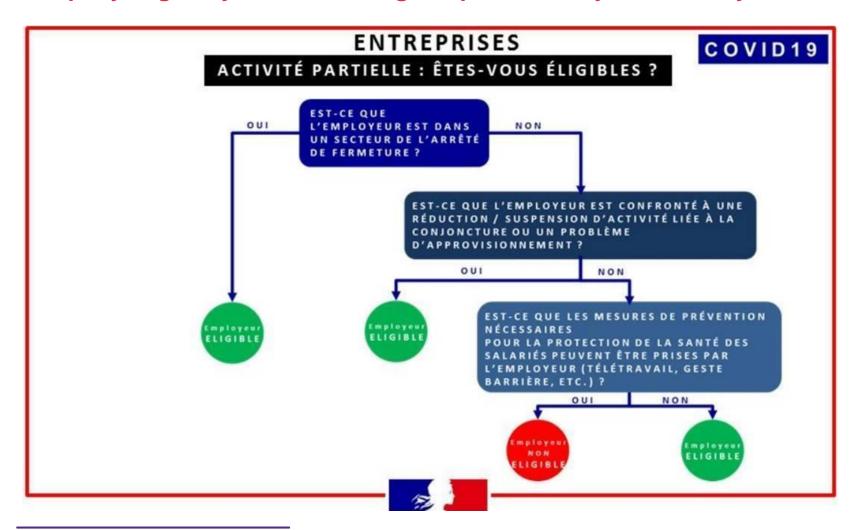




	CALSSED EPARGNE	BANQUE POPULAIRE	SOCIETE GENERALE	LCL	Crédit du Nord PLUSLOIN, AVECVOUS	LA BAHQUE POSTALE	CAC Number to the second	_Crédit Mutuel_	CIC
Garantie:	 Garantie d'Etat à 90 % AUCUNE autre garantie (sous réserve de nullité de la garantie de l'Etat), hors ADE facultative. 		> Garantie d'Etat à 90 % > AUCUNE autre garantie		Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués
Documents nécessaires :	Bilan 2019 publié OU attestation de CA par l'expert- comptable OU attestation de CA par le directeur financier OU bilan 2018 publié Cas particullers¹: Cas particullers¹ Cas particullers¹ Cas particullers¹		comptable si le b encore disponibl Cas particuliers ¹ :	Bilan 2019 publié OU attestation de CA par l'expert- comptable si le bilan 2019 n'est pas encore disponible,		Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués
Critères d'étude des demandes :	19 sur l'activité de Capacité de l'entre nouvelle dette sur Note interne banq Banque de France Corrélation entre l	ts de la crise COVID- l'entreprise eprise à absorber la 6 ans ue et/ou cotation de niveau du PGE ux confiés au réseau étudiées par le proximité	 Les dossiers sont constitués en agence Les conditions d'éligibilité sont vérifiées par un service centralisé 		Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués	Eléments non communiqués

Ces précisions s'appliquent aux entreprises dont le CA est inférieur à 1,5 Mds€ et ayant moins de 5 000 salariés.

Company eligibility: decision diagram published by the Ministry of Labour



Those eligible:

- > Employees on permanent or fixed-term contracts, full-time or part-time, work-study students (apprentices, etc.), etc.
- Extension of eligibility to include new beneficiaries:
 - o homeworkers, childcare assistants
 - o <u>employees on a flat-rate basis in days</u> or hours over the year in the event of a reduction in the collective working hours (and not only in the event of closure)
- ➤ If a Corporate Executive Officer combines his Office with an employment contract for which he contributes to unemployment insurance, he will benefit from this for any remuneration linked to the employment contract.

Attention, the fact to benefit or attempt to benefit fraudulently from the system of compensation for partial activity is punishable by 2 years' imprisonment and a fine of €30,000 (Labour Code Art. L 5124-1 and Penal Code Art. L 441-6).

Controls will be carried out afterwards by the administration to ensure companies have not fraudulently obtained this measure

Procedure:

- Possibility to make the request within 30 days with retroactive effect
- > The application for a partial activity is made on the site:
- https://activitepartielle.emploi.gouv.fr/aparts/
 - a certain number of points need to be specified:
 - The reason of resorting to Partial Activity = exceptional circumstances + the coronavirus
 - The detailed circumstances and the economic situation at the origin of the request
 - The forecast period of under-employment which can be claimed until 30 June 2020 as from the initial request. The DGEFP has indicated to our Professional Order that it is preferable to make the first request for business closures for a period of 6 months in order to avoid having to complete the request afterwards.
 - The number of employees concerned
 - The number of forecast unemployed hours
- ➤ In principle, the request must be accompanied by the initial opinion of the CSE: the CSE may then be consulted and intervene after the actual placement in partial activity and be sent the request for partial activity within 2 months.
- ➤ All requests will be examined within 48 hours; <u>Failure to reply within the 48 hours shall be deemed to be a decision of agreement.</u>

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Partial Activity

Compensation of the company: partial activity benefit

- ➤ The request for compensation should be made on the site: https://activitepartielle.emploi.gouv.fr/aparts/
 - ➤ This request should provide information for each employee:
 - The weekly hours actually worked (or similar such as leave, sick leave <u>due to coronavirus</u>, etc.)
 - and the weekly hours actually not worked.
 - > The partial activity benefit is reimbursed to the employer:
 - Up to 70% of the gross hourly reference wage
 - Limit: the amount of the indemnity paid is 70% of 4.5 x SMIC
 - Minimum : €8,03 / hour of absence (except apprentices, professionalization contracts and interim workers)
 - Employees paid as a percentage of the SMIC (apprentices, certain professionalization contracts, certain young people under the age of 18): the hourly rate reimbursed to the employer may not exceed the employee's gross hourly pay.
 - Employees paid more than 4.5 SMIC: the employer is required to compensate them at 70%, but reimbursement is capped at 70% of 4.5 SMIC
 - The compensation received may not exceed the compensation paid by the employer to the employee.
 - Following verification, the ASP will liquidate the partial activity allowance (average time: 12 days).

Compensation of the employee

- ➤ The indemnity due to the employee should cover at least 70% of his previous gross remuneration.
- Calculation of hourly rate:
 - For each hour to be indemnified the employer shall pay the employee an indemnity equal to 70% of the employee's gross hourly reference pay.
 - The gross hourly reference pay is determined by reference to the gross pay used as the basis for calculating holiday pay calculated according to the rule of salary maintenance (and not to 1/10th).

To be taken into account in the reference salary: According to the 2013 Social Bulletin, the basis for calculating the hourly rate includes: the basic salary, monthly bonuses, overtime bonuses, benefits in kind that the employee no longer receives during paid holidays (e.g. food allowance), tips, bonuses and indemnities paid in addition to salary: servitude bonuses (exposure to cold, noise, etc.), bonuses linked to the quality of work (individual performance bonuses).

- The elements to be taken into account are those paid in the month "preceding the holidays" (i.e. the month preceding the period of partial activity).
- A minimum of €8,03 per hour should be respected (not applicable to apprentices...).
- The employer may compensate his employees in excess of 70% of the gross salary if he can/wishes to do so or if a CBA or company agreement provides for such.



Contributions due to URSSAF: concerning self-employed workers, excluding self-employed entrepreneurs

The monthly contribution amounts due for March 20 and April 5 will not be deducted:

Pending further action, the amount of this due date will be spread over subsequent due dates (April to December).

In addition to this measure, the self-employed can also request:

- deferred payment deadlines including for advance payments. No late payment surcharges or penalties will be applied;
- > Adjustments of their installments to anticipate and take into account dercreased revenues without having to wait for the filing of an annual return;
- > the intervention of social action for the partial or total payment of their contributions or for the allocation of an exceptional financial aid package:
 - To benefit from this aid the relevant form to be completed can be found on: https://www.urssaf.fr/portail/files/live/sites/urssaf/files/documents/Formulaire_A FE ACED.pdf.
 - This should be submitted together with supporting documents by e-mail to L'URSSAF/CGSS services where the company is domiciled.

The request will be examined and a return email will be sent as soon as the request is accepted or rejected.

*Reconnaissance optique de caractères

^{**} Collecteurs automatiques des factures dématérialisées



SOLIDARITY FUND FINANCED BY THE STATE AND THE REGIONS

Following the recent publications on the Economy portal (Friday 27 March 2020 at 5 p.m.), and pending the implementing decree, the solidarity fund financed by the State and the Regions will be able to grant aid of up to 3,500 euros.

> Who is concrened by solidarity fund financed by the State and the Regions?

Those concerned are VSEs, the self-employed, micro-entrepreneurs and liberal professionals who have less than €1 million in turnover and an annual taxable profit of less than €60,000 and which:

- Have been closed following an administrative decision;
- or which experience a loss in turnover of more than 70% in March 2020 compared to March 2019.

For those cases in great difficulty, additional support may be granted to avoid bankruptcy on a case-by-case basis.

The processing of files will involve the services of both the Regions and the State at regional level.

How to benefit from this support:

From 1st April : declaration to complete on the site - impots.gouv.fr – in order to receive tax-free aid of up to €1 500.

From 15 April, those companies experiencing the most difficulties will be able to obtain additional aid of €2,000 on a case-by-case basis from the Regions

DEFERRAL OF PAYMENTS FOR RENT, AND WATER, GAZ AND ELECTRICITY BILLS

- Very small businesses will not suffer cuts in the supply of electricity, gas and water due to unpaid bills during the entire period of the health emergency.
- ➤ At their request, these businesses can defer the payment of unpaid bills and reschedule them for at least 6 months without incurring a penalty.
- ➤ Likewise, during the entire period of the state of health emergency and for the following two months these companies will not be subject to penalties or interest for late payment, nor to the activation of guarantees or deposits in the event of unpaid rent.

This concerns rents and rental charges due as of 12 March 2020 and up to 2 months after the ending date of the state of health emergency.

The scope of the enterprises concerned is the same as that of the Solidarity Fund: VSEs, the self-employed, micro-entrepreneurs and liberal professions with a turnover of less than €1 million and an annual taxable profit of less than €60 000 and which:

- Has been closed following a decision by the Authorities;
- or which experienced a loss in turnover of more than 70% in March 2020 compared to March 2019.

Paid « sick » leave for childcare: self-employed workers

- ➤ A self-employed person (self-employed person or farmer) may be granted sick leave for childcare of children under 16 years of age.
- The work stoppage should be declared on the site <u>ameli.fr</u>
- > The SIRET number to be given is that of the self-employed person and not that of the establishment.
- ➤ Automatic compensation will be paid by the health insurance, based on the last 3 years.
- Contribution-paying spouses can also benefit from sickness benefit for the care of their children.

Sick leave compensation

Removal of the 3-day waiting period for the payment of IJSS for all work stoppages during the health emergency period from 24th March until at least 25th May.

From now, all work stoppages whether related to Covid-19 or not are **compensated from the first** day of the stoppage, be they for:

- For those who are sick,
- For those considered as being at increased risk lof developing a severe form of infection from Covid-19,
- For parents who have to look after their children following the closure of their school or crèche.
- Modification of the terms and conditions for the payment of the legal salary maintenance with employer top-up: unless there is more favourable agreement or collective agreement in place, the legal salary maintenance is equal to 90% of the last month's salary for the first 30 days of sick leave, and 66% of the last salary for the following 30 days:
 - Removal of the one-year seniority condition (Ordinance n°2020-322 of 25/03/2020): this applies to employees who benefit from a work stoppage related Covid-19 (in particular those who are subject to a measure of isolation, eviction or maintenance at home, as well as those who are parents of a child under the age of 16 who is subject to such a measure, and who is therefore unable to continue working).
 - Removal of the obligation to provide a medical certificate within 48 hours of incapacity
 - Maintaining of salary even if the employee is medically treated outside the European Union.
 - Also applies to home-based workers, seasonal workers, intermittent workers and temporary workers.

PAID LEAVE - RTT - WORKING TIME DURATION

> PAID LEAVE :

- Allows company or branch agreements to authorize the employer to impose the taking of paid leave or to change the dates on which paid leave is taken, up to a <u>limit of 6 working days</u>.
- The agreement can also allow the employer to:
 - Split up the main paid leave in summer (4 weeks) without obtaining the employee's agreement,
 - Not grant simultaneaous hoidays to spouses "in the event that the presence of only one of the two spouses is essential to the company, or if one of the two spouses has used up his or her leave entitlements".

PAID LEAVE - RTT - WORKING TIME DURATION

> **RTT**:

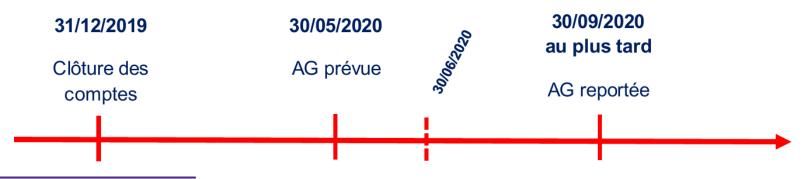
- The employer may unilaterally arrange for the employee to take RTT days and certain other rest days if "it is in the company's interest to do so in view of the economic difficulties associated with the spread of covid-19".
- The employer can :
 - o **impose** the taking of certain leave days as it considers necessary (acquired RTT days or days of rest acquired under an ATT agreement and days of rest from flat-rate day).
 - o **modify** unilaterally any days off that have already been requested.
 - o **impose** that the assigned time savings account (TSA) entitlements are used in the form of rest days, the dates of which can be determined by the employer.
- A maximum of 10 days of paid leave in total for the above derogations
- Notice period : a minimum of 1 clear working day
- The period where these imposed days off can be applied should not last any longer than until 31st December 2020

PAID LEAVE - RTT - WORKING TIME DURATION

- > NEW LIMITS TO WORKING TIME DURATION:
 - A maximum of 12 hours of work per day instead of 10 hours,
 - A maximum of 60 hours per week instead of 48 hours (the absolute weekly maximum)
 - A maximum of 48 hours of work per week over a period of 12 consecutive weeks instead of 44 hours (average maximum amount of hours per week),
 - The number of daily rest hours can be reduced to 9 consecutive hours instead of 11 hours over a 24-hour period subject to giving a compensatory rest period equal to the duration of the rest period from which the employee could not benefit,
 - Derogations from the maximum daily and weekly working hours for night workers are also provided for,
 - The employer must inform the Social and Economic Committee (SEC) and the DIRECCTE without delay of any recourse to these measures, and by all means possible.
 - The recourse to these derogations will end 31st December 2020

POSTPONEMENT OF GENERAL ASSEMBLY MEETINGS

- Possibility to extend the statutory period for the approval of accounts by three months if the following conditions are met:
 - This automatic extension is applicable to those companies (and other groupings) that have closed their accounts between 30 September 2019 and an expiry period of one month after the end date of the state of health emergency but which have not yet approved their accounts by 12 March 2020.
 - If an auditor has been appointed (voluntarily or in order to meet statutory obligations) another condition must be met: the auditor must not yet have issued his report on the accounts as at 12 March 2020.



TAX DECLARATION CAMPAIGN

- ➤ The DGFiP (French Tax Administration) has accepted that the deadline for filing tax declarations be postponed to 31st May 2020.
- ➤ Concerning the filing of tax returns for BIC, BA and BNC professionals, a tolerance of 10 days for the "internet" deadline has been granted by the DGFiP bringing the deadline for the filing of tax returns by chartered accountants to 15 June 2020.
- Our Professional Order has made new official requests to the Public Authorities and to the DGFiP for a further extension to the deadlines for the filing of tax declarations (to 30 June for companies and 15 July for tax returns). However, the tax administration states that such a postponement would create difficulties leading to an equivalent postponement in the transmission of income tax returns (IR) and consequently to a delay in the establishment of the PAS (withholding tax).