



Guarantor: UPJŠ Rector's Office

Košice 16/03/2020

Ref.: REK000425/2020-UPA/1009

## **Rector's Ordinance No. 3/2020 for adopting measures in relation to the occurrence and spread of COVID-19 coronavirus at UPJŠ in Košice and its parts**

Based on the recommendations of the Crisis Group for monitoring, assessing the situation and taking measures in relation to the occurrence and spread of COVID-19 coronavirus in order to prevent the emergence and spread of communicable diseases at UPJŠ, I hereby

### **o r d e r**

until 29/03/2020 to:

1. Cancel contact teaching; the cancellation started from 10/03/2020 and is prolonged until 29/03/2020 at all three levels of study. During this period the pedagogical process will be carried out by distance- or self-study or by other suitable method. Details shall be specified by the deans of the faculties, the directors of the university workplaces and the persons authorized by them.

Responsible person: deans of the faculties of UPJŠ, directors of the UPJŠ workplaces

2. Agree with the employees on work from home until 29/03/2020 in accordance with Section 52 (5) of the Labour Code or to provide the employee with time off in accordance with Section 141 (3) b) of the Labour Code. This shall not apply to staff working on shifts and ensuring continuous operation, or other staff whose presence at the workplace is necessary based on the decision of the persons responsible for the execution of this order.

Responsible person: deans of the faculties, directors of UPJŠ workplaces and the bursar of UPJŠ

3. Cancel every meeting of the academic self-governing bodies and cancel every public event organized by the workplaces of UPJŠ at the premises of UPJŠ.

Responsible person: deans of the faculties of UPJŠ, directors of UPJŠ workplaces, bursar of UPJŠ, chairman of the Academic Senate of UPJŠ, chairman of the Board of Trustees of UPJŠ, representatives of student associations

4. Cancel every international business trip and the reception of foreign guests until further notice, exceptions are allowed by the Rector or by the deans of the faculties. The employees who returned from abroad and the employees, who could have been in contact with people who returned from abroad are expected to work from home, or to draw time off with a wage compensation up to 14 calendar days and to follow the instructions of the Chief Hygienist of the SR.

Responsible person: deans of the faculties, directors of UPJŠ workplaces and the bursar of UPJŠ

5. I recommend for the international students at UPJŠ not to travel to high-risk foreign areas from until 29 March 2020. In case of disregarding this recommendation, I order a mandatory quarantine upon return for 14 calendar days and to follow the instructions of the Chief Hygienist of the Slovak Republic, and at the same time in accordance with the internal regulations of UPJŠ a student's absence from teaching during such a quarantine is considered a serious violation of the student's duties, and the student has no right to justify his/her absence from the courses.

Responsible person: deans of the faculties

6. Stop the operation of all catering facilities of UPJŠ and provide substitute catering for the employees in the form of meal vouchers. Stop the operation of the teaching and training facility in Danišovce.

Responsible person: director of the student hostels and canteens of UPJŠ, managers of the deans' offices and the bursar of UPJŠ

7. I recommend vacating the accommodation facilities of UPJŠ by the accommodated students, except for accommodated guests and foreign students, including mobility participants.

Responsible person: director of the student hostels and canteens of UPJŠ

8. Toughen the daily hygienic regime of the premises and persons at UPJŠ workplaces according to the recommendations of the Ministry of Health of the Slovak Republic.

Responsible person: deans of the faculties, directors of UPJŠ workplaces and the bursar of UPJŠ

9. Keep strict records of presence in case of employees and other persons in the buildings of UPJŠ. It is obligatory to record the arrivals and departures in the electronic system at the workplaces that have electronic recording systems. Employees (and other persons), who do not register their presence electronically and visit the workplaces, are obliged to record their arrival and departure in the common book of arrivals and departures at the available information desk of the building in the relevant area so that information about the presence of employees or other people in the building is available to the employer.

Responsible person: deans of the faculties, directors of UPJŠ workplaces and the bursar of UPJŠ

This Rector's Ordinance shall enter into force and effect on 16 March 2020.

Prof. RNDr. Pavol Sovák, CSc.  
Rector