



Guarantor: UPJŠ Rector's Office

Košice 30/03/2020

Ref.: REK000425/2020-UPA/1059

Rector's Ordinance No. 5/2020 for adopting measures in relation to the occurrence and spread of COVID-19 coronavirus

Based on the decision of the Chief Hygienist of the Slovak Republic, the conclusions of the Central Crisis Staff from 12 March 2020 and 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 at UPJŠ in order to protect the life and health of the students and staff of the university, who are at risk due to the spread of the respiratory disease caused by the new coronavirus I hereby

o r d e r

until the withdrawal of measures based on the decision of the Chief Hygienist of the Slovak Republic and the Central Crisis Staff of the Slovak Republic (hereinafter referred to as the "Measures") to:

1. Cancel contact teaching; the cancellation started from 10/03/2020 and is prolonged until the withdrawal of the measures 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 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 Cancel the announced selection procedures, do not publish new selection calls. In case of positions of university teachers and scientific and research staff that are assigned solely by selection procedures and for which the periods of employment assigned to these posts are to expire before the withdrawal of the measures, I order to extend the duration of employment until the end of the academic year 2019/2020 due to the urgent need to ensure continuity in education and scientific research activities during the state of emergency declared by the government of the SR, and also due to the impossibility to conduct further selection procedures. The extension of the duration of employment and the duration of the employees' rights and obligations arising from the employment shall be announced in writing to the employees concerned. Selection calls shall be published immediately after the withdrawal of the measures.

When filling posts and positions of a chief, the proceedings should follow Section 5 (9) of Act no. 552/2003 Coll. on execution of work of public interest.

Responsible person: deans of the faculties

5. 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 Public Health Authority of the SR.

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

6. I recommend for the international students at UPJŠ not to travel abroad. In case of disregarding this recommendation, I order a mandatory quarantine upon return for 14 calendar days and to follow the instructions of the Public Health Authority of the SR.

Responsible person: deans of the faculties

7. Stop the operation of all catering facilities of UPJŠ and provide substitute catering for the employees in form of a 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

8. 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

9. Comply with the daily hygienic regime for 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

10. 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 the 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 30 March 2020.

Prof. RNDr. Pavol Sovák, CSc.
Rector