

# BRNO UNIVERSITY OF TECHNOLOGY

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## DECISION NO. 1/2022

### TESTING OF THE EMPLOYEES FOR THE PRESENCE OF SARS-COV-2

#### Preamble

Following the Extraordinary Measure of the Ministry of Health ("the Ministry"), which ordered since January 17, 2021:

- provide employers with regular testing of unvaccinated or so-called half-vaccinated employees (i.e. employees who have been given at least one vaccination dose and 14 days have not passed after the second dose or vaccination in the single-dose schedule), and
- employees should undergo a test to determine the presence of SARS-CoV-2 antigen virus,

The Rector of BUT issues this decision, which stipulates the procedure of BUT in testing employees, including the definition of the group of employees who are obliged to undergo this testing.

#### Article 1

##### **Obligation of employees to undergo the test, registration of test results and rejecting the testing**

1. The BUT staff shall be subjected once a week to testing for the presence of SARS-CoV-2 virus, by a test on the workplace using a rapid antigen test (RAT) for self-testing (lay use); and with a frequency of twice a week, so that, the next testing will take place on the third day of the previous test at the earliest.
2. If the employee is not present at the workplace on the day of the testing date, their preventive testing will be performed on the day of their arrival at the workplace.
3. Information about the performed testing is entered into the relevant module in the BUT IS<sup>1</sup>, while the information is immediately entered immediately after the test by the tested employees themselves. If the employee does not have access to the BUT IS, he/she will notify the test result to his/ her superior employee or an employee authorized by him/her, who will immediately ensure that the test result is entered into the relevant module in the BUT IS.
4. In the event that an employee refuses to take the test, BUT is obliged to report this fact to the locally competent public health protection authority without undue delay in accordance with the

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<sup>1</sup> Covid Module in BUT Intraportal

Ministry's Extraordinary Measures. The senior manager shall immediately limit the employee's meetings with other persons while present at the workplace to the extent necessary and will communicate this to the BUT Crisis Staff at [krizovystab@vutbr.cz](mailto:krizovystab@vutbr.cz); The BUT Crisis Staff then provides the announcement.

5. An employee who refuses to take the test is ordered to:
- a) wear an FFP2 respirator or other respiratory protective device (always without exhalation valve) meeting at least all technical conditions and requirements (for the product) including filtration efficiency of at least 94 % according to relevant standards (hereinafter "FFP2 respirator"), throughout time of presence at the workplace,
  - b) keep a distance of at least 1.5 meters from other persons,
  - c) eat separately from other persons; the obligation to wear respiratory protective equipment does not apply during the consumption of food

## **Article 2**

### **Exceptions to testing and their proof**

1. The following staff does not have to undergo the test, who:
  - a) have undergone a negative RT-PCR test<sup>2</sup> for SARS-CoV-2 with negative results in the last 72 hours,
  - b) have undergone a negative antigen test (RAT) for the presence of SARS-CoV-2 virus antigen by a healthcare professional in the last 24 hours, with negative results<sup>3</sup>,
  - c) on the basis of an agreement with the employer, perform their work outside the place of work (home-office).
  - d) who do not work at the place of employment of the employer or employee because of obstacles to work on the part of the employer or employee, for the duration of those obstacles; or
  - e) who have undergone a preventive test with a negative result in accordance with the applicable extraordinary measure of the Ministry for testing employees at another employer of which they are also employees or at another legal entity of which they are an authority or a member of the authority.
2. The employee is obliged to prove to the employer the facts according to point 1, namely:
  - a) the facts referred to in point 1 (b) to (d) a copy of the record in the Infectious Diseases Information System or a certificate issued by the health service provider.
  - b) the fact referred to in point 1 e) a written confirmation from the employer or legal entity of which they are a body or a member of the body that they are undergoing preventive testing with them in accordance with the applicable extraordinary measure of the Ministry for testing employees
3. Employees are obliged to register data and documents according to Paragraphs 1 and 2 in the BUT IS<sup>4</sup>.

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<sup>2</sup> According to current measures of the Ministry, the so-called starting vaccinated persons are entitled to 5 free RT-PCR tests per month. Unvaccinated persons must pay for RT-PCR tests

<sup>3</sup> According to the current measures of the Ministry, the antigen test must be reimbursed by the person who requested the test.

<sup>4</sup> In the case of home office records and obstacles at work, it is a module "Evidence of absence". In other cases, it is the "Covid" module. Both are in the BUT Intraportal.

### **Article 3**

#### **Procedure after determining a positive test result**

1. If the result of the staff member's test is positive, the staff member shall:
  - a) enter information about a positive test result into the relevant module in the BUT IS,
  - b) enter the private contact telephone number into the relevant module in the BUT IS, on which it will provide co-operation to the locally competent public health protection authority, which will order a quarantine for five days from the date of the test,
  - c) report a positive test result to his / her superior employee by telephone,
  - d) leave the workplace without delay, and
  - e) wear an FFP2 respirator until quarantine is ordered and avoid contact with other persons, but no later than five days from the date of the test.
2. Employees without access to the BUT IS will notify the positive test result, including their private contact telephone number, to their superior employee, who will immediately enter the test result and telephone number into the relevant module in the BUT IS. The positively tested employee shall then leave the workplace immediately and proceed in accordance with Article 3 Par. 1. (d) and (e) of this Decision, while also cooperating with the locally competent public health authority, which will order a quarantine for five days from the date of the test.

### **Article 4**

#### **Organizational support of testing and registration**

1. Each part of BUT determines the conditions of organizational support for testing employees.
2. The resources necessary to perform the tests in the form of self-testing will be provided to the employee by the part of BUT where the employee is working. If an employee works on more than one part of BUT, the test will provide them with the part for which their working time is the longest. If their working hours are the same length at more than one BUT department, the test will be provided by one of these BUT departments of their choice. For testing performed at the workplace, the BUT department will use only tests approved by the Ministry with Czech instructions for use.
3. An employee who needs a confirmation of a negative test result for another employer or another natural or legal person shall display and, if necessary, print out the confirmation in accordance with Annex No. 1 to this decision in the relevant BUT IS module. An employee without access to the BUT IS will request the issuance of this confirmation to his / her superior manager, or an employee designated by him/her.

### **Article 5**

#### **Electronic report on positively tested employees**

1. The Quaestor's Office shall send a list of staff members who have tested positive to the local public health authority on a daily basis, at the latest following the day following the testing provided for in Article 1, by electronic means.
2. The basis for electronic reporting is a report generated in the BUT IS with information on positively tested employees, to the extent required by a valid extraordinary measure of the Ministry.

### **Article 6**

#### **Final Provisions**

This internal standard shall take effect on the date specified in its title.

prof. RNDr. Ing. Petr Štěpánek, CSc., dr. h. c.

Rector