

BRNO UNIVERSITY OF TECHNOLOGY

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DECISION NO. 15/2021 IN RELATION TO THE DEVELOPMENT OF THE CRISIS SITUATION IN THE SPREAD OF COVID-19 DISEASE CAUSED BY THE NEW CORONAVIRUS SARS-COV-2

Article 1

Special legal regulations and measures of public administration bodies

BUT is governed by legal regulations and measures of the Ministry of Health or other public administration bodies taken in connection with the spread of COVID-19 disease, as amended.

Article 2

Rules for entering BUT buildings and for staying in common areas of BUT buildings

1. It is forbidden for employees, students and other persons with symptoms of viral infectious disease (e.g. fever, cough, shortness of breath, sudden loss of taste and smell, etc.) to enter BUT buildings.
2. Students are obliged to provide BUT with a written declaration on honour every day before entering the BUT buildings, except for the halls of residence and canteens, that they do not have symptoms of viral infectious disease and that they have not been imposed a quarantine or isolation. In case the student has already suffered from COVID-19, he/she declares that he/she has been without symptoms of the disease for at least 3 days and that his/her isolation according to valid regulations ended before today. The declaration on honour is filled in electronically in the BUT information system (hereinafter "BUT IS"); declarations on honour are archived.
3. In the common areas of BUT buildings, in classrooms and other BUT premises outside the employee's usual place of work and in BUT premises where the employee comes into contact with other employees, students and other persons (e.g. registries, secretariats, study departments, etc.) the stay and movement of employees, students and other persons without respiratory protective equipment (nose, mouth), which is a respirator or similar 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 (e.g. FFP2, KN95), which prevent the spread of droplets, is prohibited.
4. The provisions of the preceding paragraph shall not apply to:
 - a) students and academic staff in an educational activity, the nature of which does not allow the wearing of respiratory protective equipment (e.g. Physical Education),

- b) the examined and the examiner or examiners during the exam, if all persons maintain a distance of at least 2 meters,
 - c) students in education who sit on a bench or are otherwise seated, if other conditions for participation in education according to this decision of the Rector are met,
 - d) employees at the time of work at the workplace, when they perform this activity without the presence of another person,
 - e) employees at the time of work at the workplace, when they perform this activity without the presence of persons other than the employee's colleagues,
 - f) lecturers and performers in the production and creation of an audiovisual work or program
 - g) persons for the time strictly necessary for taking a photograph during photography within the BUT events
5. The provision of respiratory protective equipment for employees who come into contact with other employees, students or other persons in the normal place of work, with the exception of the workers referred to in Paragraph 4 (d) of this Article, shall be provided in the necessary amount by the department of BUT where the employee works.
 6. The employees, students and other persons on the BUT premises are obliged to perform hand disinfection when entering buildings, after using toilets and before entering classrooms and libraries. The necessary and suitable means for hand disinfection will be provided by the relevant department of BUT.

Article 3

Notification obligation and preventive measures in case of detection of COVID-19 disease

1. Employees shall immediately notify their superiors that they have been imposed a quarantine or isolation in connection with COVID-19 disease. The senior employee will communicate this information to the personnel department of the relevant department, which will immediately request a resolution from the crisis staff at karantena@vutbr.cz. In the application for a solution, the name and surname of the employee are not given, only the name of the department and the organizational unit of the department, where it is necessary to address the situation in connection with the possible occurrence of COVID-19.
2. Students are obliged to immediately notify the study department of the faculty or university institute that they have been imposed a quarantine or isolation in connection with the COVID-19 disease. The study department of the faculty or university institute will immediately request a solution from the crisis staff at karantena@vutbr.cz. The application for a solution does not state the name and surname of the student, only the name of the faculty or university department, where it is necessary to address the situation in connection with the possible occurrence of COVID-19. Students accommodated in BUT halls of residence are obliged to report quarantine or isolation in connection with COVID-19 disease according to Article 8, Paragraph 5 of this decision.
3. Preventive measures are proposed by the BUT Crisis Staff at karantena@vutbr.cz. Their implementation will be ensured by the senior employee of the relevant department.

Article 4

Organization of teaching in the degree programs, exams and the selection procedure

1. The personal presence of students during the teaching while studying at BUT is enabled, according to the decision of the relevant bodies of the faculty or higher education institute. According to the measures of the Ministry of Health and at the same time according to the decision of the Ministry of Education, Youth and Sports, both full-time and distance forms of teaching and examinations are allowed.
2. Other than full-time teaching in degree programs is organized so that the targets of the accredited degree program are met as much as possible.

3. Students are informed about the method and organization of full-time and non-full-time teaching and exams through the IS BUT and the IS of individual faculties/departments.
4. Student examinations and entrance examinations with the participation of more than 10 persons are limited as follows:
 - the maximum number of indoor persons must not exceed 2000, but not more than 75 % of the seating capacity,
 - the distance of the auditorium from the lecturer/teacher must be at least 2 m.
5. Only students or applicants who meet the other conditions for participation in the examination or the entrance examination set out in Article 11 of this Decision may be present at the examination referred to in Paragraph 4.
6. The departments of the BUT are able to carry out exams in the distance form further. In this area, a supporting methodology is prepared in Methodological Sheet No. 8/2020.

Article 5

Arrival of BUT students and employees from abroad to the Czech Republic

1. BUT students and employees are obliged to comply with the rules for crossing the state border of the Czech Republic set by the currently valid protective measure of the Ministry of Health of the Czech Republic when arriving from abroad to the Czech Republic¹. An overview of the measures is given in Table 1.
2. The obligations of BUT students upon arrival from abroad, which BUT must require on the basis of a valid protective measure of the Ministry of Health, are set out in Table 2.
3. The obligations set out in Article 7 Paragraph 1 and 2 after the arrival from the countries with medium, high and very high risk of infection do not apply to students who come for less than 22 hours from the neighbouring countries, if these are not persons traveling from the countries with the extreme risk of infection, and who provide a written confirmation in Czech, Slovak or English from a doctor working in the Czech Republic or another Member State of the European Union that they do not have clinical signs of COVID-19, demonstrably suffered from COVID-19, underwent isolation in accordance with the applicable emergency measures of the Ministry of Health or another Member State of the European Union to the specified extent due to a positive RT-PCR test result and the fact that at least 11 days have passed since the first positive result of the RT-PCR test, but not no more than 180 days. A sample of the medical certificate is given in Annex 2 to this Decision. Suffering COVID-19 can also be demonstrated by a COVID-19 certificate issued in accordance with the European Union Digital Certificate Regulation and at least 11 days but not more than 180 days have elapsed since the first positive RT-PCR test for SARS-CoV-2. The student uploads a copy of the confirmation to the COVID module in the BUT Intraportal, in which the results of testing students for the presence of SARS-CoV-2 virus or SARS-CoV-2 virus antigen are registered.
4. Furthermore, the obligations referred to in Paragraph 1 and 2, on arrival from countries at medium and high risk of infection, shall not apply to students who have been issued a national certificate² of vaccination against COVID-19, and where there have passed
 - a) in the case of a two-dose schedule based on the summary of product characteristics, at least 22 days but not more than 3 months after the first dose of the vaccine,

¹ <https://www.mzcr.cz/category/uredni-deska/rozhodnuti-ministerstva-zdravotnictvi/aktualni-mimoradna-a-ochranna-opatreni-ke-covid-19/>

² A national certificate of vaccination is considered to be a written certificate issued in an official language of a Member State of the European Union or in English by an authorized entity operating in the Czech Republic or another Member State of the European Union, the model of which is published in the list of recognized national certificates on the Ministry of Health website of the Czech Republic, which contains data on the vaccinated person, the type of vaccine administered, the date of vaccine administration and the identification of the subject who issued the certificate. The list of recognized national certificates is published at <https://koronavirus.mzcr.cz/vzory-narodnich-certifikatu/>.

b) in the case of a two-dose schedule according to the summary of product characteristics and in the case of a second dose of vaccine not more than 9 months after the first dose of vaccine,

c) in the case of a single-dose schedule, according to the summary of product characteristics, at least 22 days but not more than 9 months after the vaccine dose.

The student uploads a copy of the certificate to the COVID module in the BUT Intraportal, in which the results of testing students for the presence of SARS-CoV-2 virus or SARS-CoV-2 virus antigen are registered.

5. Until a student coming from abroad fulfils all the obligations under Articles 1 and 2 of this Decision or submits a certificate under Paragraph 3 and 4 of this Article, the student is prohibited from attending full-time teaching, examinations and individual consultations, any entrance to BUT facilities, with the exception of the place of their accommodation in the halls of Residence is prohibited.
6. Students who, for the purpose of education, regularly cross the state border with the Czech Republic to or from a neighbouring state at least once a week, shall submit this fact to the study department of the faculty/department where they study by a declaration on honour. This provision can be applied only exceptionally and only if the student participates in the allowed full-time teaching according to Article 4 and is not accommodated in the Czech Republic.
7. Students accommodated in BUT Halls of Residence are obliged to inform Halls of Residence and Canteens at ubytovatelky@skm.vutbr.cz about trips exceeding 12 hours to countries with a medium, high and very high risk of COVID-19.
8. The obligations specified in Paragraphs 1 to 5 apply mutatis mutandis to BUT employees. The employees to whom these duties apply inform the personnel department of the faculty, higher education institution or other components where they work. They shall also forward any confirmations and/or certificates to these departments.
9. BUT employees are obliged to inform the personnel department of the BUT department at which they work on all trips exceeding 12 hours to countries with a medium, high and very high risk of COVID-19. This does not apply if they travel to these countries as part of their holiday and at the same time request the approval of the holiday electronically in the Intraportal in the Absence Planning module. In this case, employees are required to indicate in the form the place of residence on leave within the scope of identification of the country with a medium, high, very high or extreme risk of infection.

Article 6

University of the Third Age, lifelong learning, courses for employees and the public, trainings and conferences

1. The personal presence of participants in training in courses for employees and the public and in lifelong learning, including the University of the Third Age, is possible, according to the decision of the head of the department organizing this training, provided that the following conditions are met:
 - the maximum number of indoor persons must not exceed 2000, but not more than 75 % of the seating capacity,
 - the distance of the auditorium from the lecturer/teacher must be at least 2 m,
 - the participants do not show clinical signs of covid-19 and meet the conditions laid down for participation in lifelong learning, the University of the Third Age, staff and public courses, trainings and conferences pursuant to Article 11 of this Decision.
2. Participants in education shall be informed in an appropriate form of the organization of training in courses for the public and staff, including the University of the Third Age.

Article 7

Protection of risk groups of employees

Employees who, due to their health condition, are at risk of a very serious course of COVID-19 disease (Annex 1 to this Decision) are obliged to inform their superior employee about their health condition. Taking into account the situation at the workplace, these employees will be set individual conditions for the performance of their job duties, including the possible negotiation of an agreement with the employer on the performance of work outside the place of permanent performance of work.

Article 8

Halls of Residence and Canteens

1. It is expressly forbidden for persons with symptoms of viral infectious disease to enter the catering facilities of the BUT Halls of Residence and Canteens. All persons may stay in areas intended for food consumption in the BUT Halls of Residence and Canteens only with respiratory protective equipment (nose, mouth) pursuant to Article 2, Paragraph 5 of this Decision; the only exception is the time strictly necessary during which the food is consumed.
2. When entering the BUT Halls of Residence and Canteens, persons are obliged to disinfect their hands with the help of a disinfectant located at the entrance to the catering facility.
3. Persons who are not employees of the BUT Halls of Residence and Canteens are obliged to keep a distance of at least 2 m from another person except for the BUT Halls of Residence and Canteens employees when moving in areas intended for food consumption in the BUT Halls of Residence and Canteens catering facilities.
4. Persons accommodated in BUT Halls of Residence or requesting the accommodation on the basis of a future agreement or previous registration and other persons are obliged to wear respiratory protective equipment (nose, mouth) pursuant to Article 2, Paragraph 5 of this Decision. These persons are not affected by the prohibition set out in Article 2, Paragraph 1 of this decision, the obligation to provide BUT with a declaration on honour in accordance with Article 2, Paragraph 2 does not affect the entrance the BUT halls of residence and canteens buildings.
5. Persons accommodated in BUT halls of residence are obliged to immediately report a positive result of the RT-PCR test for the presence of SARS-CoV-2 virus or a positive result of the test for the presence of SARS-CoV-2 antigen to the address karantena@vutbr.cz. Furthermore, they are obliged to immediately report contact with a positively tested person and the fact that they have been ordered to quarantine or isolate in connection with the COVID-19 disease.
6. Persons accommodated in BUT Halls of Residence or requesting accommodation in BUT Halls of Residence on the basis of a future agreement or previous registration who have stayed for more than 12 hours in the last 14 days in the territory of countries not on the list of countries with low risk of COVID-19 are obliged upon their arrival at the BUT Halls of Residence to inform the employee present at the Halls of Residence reception of the country which they came from. If a valid measure of the Ministry of Health of the Czech Republic imposes an obligation to report their arrival to the Regional Hygiene Station of the South Moravian Region based in Brno by filling in the electronic Arrival Form at <https://plf.uzis.cz/>, they must prove their fulfilment at the Halls of Residence reception. If these persons do not prove the fulfilment of the stated obligation, they can be made to leave the BUT Halls of Residence until the fulfilment of the obligation. The procedure is carried on in accordance with the provisions of Article 6 of this decision, while the rules apply to all persons arriving from abroad accommodated in BUT Halls of Residence, who come from abroad, with the exception of students who arrive from the neighbouring country for less than 24 hours, if these are not the students coming from the country with the very high and extreme risk of infection.

7. The employees of BUT Halls of Residence and Canteens also have the right to request the accommodated foreign student to submit a report on the result of the test for the presence of SAS-CoV-19 according to Tables 1, 2, and 3., the physician's certificate of the suffered COVID-19 disease according to Annex 2 or COVID-19 disease certificate issued in accordance with the European Union's digital certificate regulation. They are also entitled to request the submission of a national certificate of vaccination against COVID-19 (see Article 5 Paragraph 4 of this Decision).
8. It is forbidden to visit accommodated persons at the BUT halls of residence (in all buildings). Within one building, it is forbidden to visit accommodated persons who have been imposed isolation or quarantine in connection with the COVID-19 disease. In accommodation facilities, including rooms, accommodated persons, unless they are accommodated in one room, must comply with applicable restrictions on the gathering of persons laid down by legislation and measures of the Government of the Czech Republic, Ministry of Health or other public authorities issued in connection with the spread of COVID-19, as amended.

Article 9

Institutional measures and obligations of senior employees

1. The public is allowed to enter the BUT campuses and buildings in compliance with the valid measures for the movement and stay of persons in the interior of universities. When moving and staying in BUT buildings, respiratory protection is prescribed, which is a respirator or similar 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 (e.g. FFP2, KN 95), which prevents the spread of droplets.
2. Only in exceptional and justified cases can BUT senior employees agree with employees to work remotely (home-office).
3. Business trips of employees in the countries with high and very high risk of infection are allowed only in urgent and necessary cases taking into account the current epidemiological situation of the country where the employee is sent. Business trips of employees to countries with an extreme risk of infection are prohibited.
4. Students may not be sent to countries that are not included in the current list of countries or parts of countries with a low or medium risk of COVID-19 disease. Students can only be sent to countries with a high risk of infection in justified cases. This does not apply in the case of students returning to their country of origin or the seat of their home university.

Article 10

Academic ceremonies

1. Participation in academic ceremonies is permitted provided that the maximum number of participants present in the academic ceremony is not more than 2000 and no more than 75 % of the total seating capacity may be present; all participants in the academic ceremony must be seated and the distance of the other participants in the academic ceremony from the space designated for graduates or awarded persons and academic officials must be at least 2 m.
2. Participants in the academic ceremony must not show clinical signs of COVID-19 and must meet, with the exception of children up to the age of 6, the other conditions set for participation in the academic ceremony pursuant to Article 11 of this Decision.

Article 11

Other conditions laid down for participation in the examination, the entrance examination, participation in lifelong learning, the University of the Third Age, courses for staff and the public, training, conferences and academic ceremonies

Where provided for in this Decision, persons participating in examinations, entrance examinations, lifelong learning, teaching at a university of the third age, courses for staff and the public, training, conferences and academic ceremonies must fulfill the following conditions:

a) the person has undergone a RT-PCR test for the presence of SARS-CoV-2 virus with a negative result no later than 7 days ago, or

b) the person has passed a POC test for SARS-CoV-2 virus with a negative result no later than 72 hours ago, or

c) the person has been vaccinated against covid-19 and is evidenced by a national certificate of vaccination, which is considered to be a written certificate issued at least in English by an authorized entity operating in the Czech Republic or another Member State of the European Union, a model of which is published in the list of recognized national certificates on the website of the Ministry of Health of the Czech Republic, which contains data on the vaccinated person, the type of vaccine administered, the date of vaccine administration, identification of the entity that issued the certificate that the vaccination has expired:

i) from the first dose of vaccination in the case of a two-dose schedule under the SPC for at least 22 days, but not more than 90 days if the second dose has not been administered,

ii) from the first dose of vaccine in the case of a two-dose schedule under the SPC for at least 22 days, but not more than 9 months if the second dose has been administered, or

iii) at least 14 days but not more than 9 months after the administration of a dose of vaccine in the case of a single dose schedule under the SPC, or

d) the person has been vaccinated against covid-19 and can prove it by a national certificate of completed vaccination, which is considered to be a written certificate issued at least in English by an authorized entity operating in a third country to a Czech citizen or European Union citizen with a temporary residence permit or permanent residence permit the Czech Republic, that vaccination with a substance approved by the European Medicines Agency has been fully completed and its sample is published in the list of recognized national certificates on the website of the Ministry of Health of the Czech Republic (written confirmation must include details of the person to be vaccinated, type of vaccine administered, date of vaccination, identification of the subject who issued the certificate and these data must be verifiable by remote access directly from the written confirmation) that at least 14 days but no more than 9 months after the first dose of vaccine has been given, or

e) the person has undergone laboratory-confirmed covid-19 disease, the isolation period has expired according to the valid emergency measure of the Ministry of Health and from the first positive POC antigen test for the presence of SARS-CoV-2 virus or RT-PCR test for SARS-CoV-2 have not elapsed more than 180 days, or

Article 12

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