



The ordinance of the Rector of UMCS no 18/2020

Of 11 March 2020 on

on preventing the spread of SARS-CoV-2 virus at the Maria Curie-Skłodowska University in Lublin

Pursuant to § 19 point 19 of the UMCS Statute of May 29, 2019 in connection with the Act of March 2, 2020 on specific solutions related to the prevention and eradication of COVID-19, other infectious diseases and crisis situations caused by them (Journal of Laws U. item 374 of 2020),

I manage the introduction of the following actions:

§ 1

1. All conferences, university-wide events, faculty events, sporting events and other events organized by the University are cancelled.
2. International business trips and participation in conferences and training of domestic employees, PhD students and students of the University are suspended.
3. Visits of foreign guests, students and doctoral students to UMCS are suspended.
4. The accommodation of new persons in student dormitories and visiting non-accommodated persons in student dormitories is suspended.

§2

1. As of today, all teaching classes implemented at the University are cancelled. Classes will not be held until further notice, but not shorter than until April 15 this year.
2. Doctoral students, students and students of post-graduate studies and other forms of education should minimize direct contact with the units serving them. While contacting these units, it is recommended to use correspondence through the USOS system and via phone.

§3

1. The UMCS Library, the UMCS Physical Culture Center, the "Chatka Żaka" Academic Culture Center and UMCS museums are closed until further notice.

§4.

1. An obligation to limit the direct contact of employees at work to a minimum is introduced.
2. To ensure communication, it is recommended to use e-mail correspondence and telephone contacts.
3. Correspondence in paper form should be submitted to the UMCS Chancellery and not directly to administrative units or secretariats.
4. Letters containing confidential information, e.g. in personal matters, should include the sender's identification, ought to be marked with a red inscription "personal data" and addressed to the HR and Payroll Center.

§5.

1. In order to counteract SARS-CoV-2, an employee may be instructed to perform, for a fixed period of time (once at a time, this period may not exceed 14 calendar days) work, specified in the employment contract, as a part of the task-based working time system. The time necessary to perform and the type of tasks for a given position is determined by the immediate superior in consultation with the employee, taking into account their working time. The decision on the use of task-based working time is made by the direct superior, in consultation with the employee, with the consent of the Rector, relevant Vice-Rector or Chancellor.
2. The instruction referred to in para. 1 may be issued in particular in the case of:
 - 1.the employee's prior stay in the areas of coronavirus occurrence, including the case of the employee's return from a foreign trip,
 - 2.deterioration of the employee's health, characteristic of the symptoms of coronavirus infection,
 - 3.suspected coronavirus infection of the employee as a result of the employee's contact with a sick person or suspected of coronavirus infection and in other cases specified in the announcements of the Chief Sanitary Inspector.
3. University employees are obliged to immediately inform about the suspected illness caused by the SARS-CoV-2 virus, as well as about returning from a country where travelling is not recommended by the Chief Sanitary Inspector in a current announcement.
4. The information referred to in par. 3, should be forwarded to the appropriate head of the organizational unit by email or telephone. The manager is obliged to provide the above information to the Rector, relevant Vice Rector or Chancellor.
5. Heads of organizational units are obliged to:
 1. daily reading current announcements of the Chief Sanitary Inspector and the University's announcements regarding the coronavirus;
 2. maintaining contact with employees performing work outside their workplace and supervising the effects of this work;
 3. reporting the situation to the Rector, relevant Vice-Rector or Chancellor.

§6.

The obligation to inform about suspected illness caused by the SARS-CoV-2 virus, as well as to return from a country where travelling is not recommended by the Chief Sanitary Inspector in the current announcements, also applies to PhD students and students.

In this case, they must inform the relevant dean of the faculty or headmaster of the doctoral school.

§7.

Employees, PhD students and students who have symptoms justifying the suspicion of a disease caused by the SARS-CoV-2 virus are obliged to immediately inform the appropriate sanitary and epidemiological station or report to a designated infectious department.

§8.

Individual decisions in the matters specified in § 1 may be taken by the Rector.

§9.

The ordinance shall become effective on the day of signature.

R E C T O R

prof. dr hab. Stanisław Michałowski