



AMENDMENT No. 2

To RECTOR'S ORDER

No. 07/2020

To mitigate the risk of coronavirus infection

I.

The Rector's Order No. 7/2020 to mitigate the risk of coronavirus¹ infection is amended as follows:

1. In Article II, Para 1 reads as follows:

“(1) No students from the People's Republic of China (PRC) or from abroad or from areas affected by quarantine will be enrolled in the 2020 summer semester, nor possibly in the following semesters; in case such students have already been enrolled, their studies will be interrupted until 26 June 2020, or for a longer period of time as necessary, if the development of the coronavirus infection requires it. The restriction referred to in this paragraph shall not apply if a student coming from the People's Republic of China proves that they arrived in the Czech Republic no later than on 25 January 2020. Enrolment may be permitted and the restriction referred to in this paragraph shall not apply if the enrolment can be done remotely (with the use of electronic means of distance communication or, where appropriate, through a proxy – a person that is not under quarantine, etc.).”.

2. In Article II, Para 7 reads as follows:

“(7) With effect from 23 March 2020 to 5 April 2020

- a) All types of **in-person instruction** are suspended, incl. sports activities, the university of the third age and lifelong learning (lectures, practical classes, seminars, consultations, etc.). In-person classes will be replaced with **classes held remotely** wherever possible (i.e. using online courses and electronic means of distance communication). The time that would have been used for lessons that cannot be held remotely (such as laboratory practice) should be dedicated to more intense instruction in courses that can be taught remotely so that the framework of the semester is maintained to the maximum extent possible.
- b) **All examinations, state final examinations (SFE), defences and graduation ceremonies** are suspended; presentations and defences of seminar theses will be held

¹ Rector's Order No. 7/2020 as amended by Amendment No. 1

remotely wherever possible (using online teaching methods or using electronic means of distance communication).

- c) **Meetings, sessions, conferences, working meetings, etc.** held at CTU are cancelled; CTU employees will limit to the maximum extent possible their participation in such meetings held also outside the CTU premises.
- d) **Cultural and sports events** both held at CTU and organized by CTU outside CTU are cancelled.
- e) In case they cannot be postponed, **sessions of CTU bodies** will be held as videoconferences, teleconferences or using distance voting.
- f) All **business trips** of CTU employees and **students' trips** abroad organized by CTU are forbidden.
- g) **Visits at dormitories and mutual contact between the persons staying at the dormitories in common spaces and in rooms where the person is not staying** are prohibited. It is forbidden to **check in new guests and students incl. in hostel rooms** (the ban does not apply to guests and students staying at the dormitories as of 19 March 2020); possible exemptions (e.g. regarding accommodation of students involved in the implementation of the government measures to mitigate the spread of coronavirus infection) shall be authorized by the Registrar. The Novoměstský Hotel is subject to a special regime.
- h) Reception of **foreign guests** is forbidden.”.

3. In Article II, Para 8 reads as follows:

“(8) Persons (students or employees at CTU) who are **placed under quarantine** or who have been infected by coronavirus must report this fact without delay by email to: koronavirus@cvut.cz, including whether they were at CTU premises in the last 14 days and if so, where and with whom at CTU they met. ”.

4. In Article II, Para 9 reads as follows:

“(9) With effect from 23 March 2020 to 5 April 2020, I issue the following recommendations:

- a) **Do not go to places** with a high concentration of people, do not travel by public transport in peak hours.
- b) Pay particular attention to the **protection of groups at risk**; constituent parts of CTU will take appropriate measures to protect CTU employees aged 55+, pregnant and ill persons and employees who cannot limit contact with family members who are highly at risk (i.e. they suffer from a serious illness, their organism is weakened as a result of a serious illness, etc.).”.

5. In Article II, Para 10 reads as follows:

“(10) All constituent parts of CTU will ensure that the operation of CTU is carried out **remotely** to the maximum extent possible, using electronic means of distance communication. Employees for whom, given the nature of their work, it is possible, will be ordered to work from home (**home office**) so that their presence at the workplace is not required; at the CTU Rector’s Office the head of department is responsible to issue the order to

work from home. Where the physical presence of employees at the workplace is necessary, the work will be organized in compliance with the following rules:

- a) Employees will take turn in their offices throughout the week so that each day ideally only one person is present in the office.
- b) Employees shall limit any mutual contact to the maximum extent possible.
- c) Employees shall limit the use of public transport when commuting to work to the maximum extent possible.
- d) Whether an employee's presence at the workplace is necessary shall be assessed using the following criteria:
 - i. Ensuring the safety of CTU (safety of personnel – security, property safety, information security – operation of IT systems, etc.),
 - ii. Ensuring execution of individual agendas and ensuring the operation of the Filing Office,
 - iii. Ensuring operation of technological equipment,
 - iv. Elimination of damage to people's health, CTU property and third parties."

6. In Article II, Para 11 reads as follows:

"(11) With the exception of persons who will present a valid CTU ID card, or who will enter the premises using a key (a chip or a card, etc.), the Police of the Czech Republic, health care services, fire fighters and persons who solve accidents or carry out inspections, **no other individuals will be allowed to enter** the premises on Jugoslávských partyzánů 1580/3, Prague 6 (justified exceptions will be allowed by the security at the building/concierge/receptionist, who will record every such entry); this does not apply to the access by third parties to the Filing Office. All persons at CTU premises are **obliged to wear protective equipment of the respiratory tract (masks)² for the whole duration of their stay at the premises; persons who do not have such protective equipment will not be allowed to enter the building (this also applies to the Filing Office), or will be expelled**. Constituent parts that are entrusted with the management of CTU property shall issue rules regulating the entry of persons into buildings and land owned by CTU in a similar manner, depending on the nature of the operation or the purpose for which the property is used (leases), taking into account the use of the property by CTU employees."

² In connection to the decision taken by the **Government of the Czech Republic** which prohibits **all people from going and staying outside of their homes without protective equipment of respiratory tract**. Protective equipment includes face masks, respirators, surgical masks, scarves and other equipment **that prevents droplet transmission**.

II.
Final provision

This order comes into effect on 20 March 2020.

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Rector