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**Joint Order No. 20/2020 of the Rector and the Chancellor
on the Order of Entering the Premises of the University
During the State of Emergency**

The leadership of the University of Pécs (hereinafter: university) is determined to safeguard the health, life, and safety of its citizens, including their personal safety, the protection of their properties and their rights. The management is committed to taking every necessary precautions to prevent the coronavirus pandemic from spreading further. Therefore, during the state of emergency declared by the Government Decree 484/2020 (10 November) (hereinafter: Decree) the following special provisions shall enter into force on entering university premises.

**Chapter I
Scope**

Article 1 (1) The scope of the regulation shall cover every study programme that constitutes a student status (vocational, undergraduate, undivided, single-tier, graduate, post-graduate specialist, and doctoral training), those individuals who have student status at the university (hereinafter: students) regardless of their citizenship, and those individuals who study in other training programmes.

(2) The scope of the regulation shall cover the public servants and other employees of the university (hereinafter jointly: employees).

(3) The scope of the regulation shall also cover every other individual who is eligible to enter the premises of the university under the regulation.

Article 2 (1) The scope of the regulation shall cover the Clinical Centre only to the extent of the particular provisions set forth herein regarding the clinical practices of students.

(2) The scope of the regulation shall not cover the dormitories and other accommodations managed by the university's Residence Service. The rules on entering these premises are outlined in another Joint Order.

**Chapter II
Entrance Rules
General Provisions**

Article 3 (1) During the state of emergency, university facilities are open according to the opening hours agreed in advance with the Director of Facility Management and Procurements Centre and published in the usual local way. except the facilities of the Clinical Centre.

(2) Entering university premises shall be bound to a definite goal (e.g. teaching, research, work, studying, administration, sports activity, attending events, the proper use of recreational facilities by authorised persons) and be limited to the duration of achieving that particular goal.

(3) Only healthy individuals who do not show any symptoms of coronavirus infection and whose body temperature does not exceed the level specified by the National Chief Medical Officer shall enter university premises at their own risk.

(4) Every individual inside university buildings shall practice social distancing (limit social contact to a minimum) and stay 1.5 metres apart (protective distance) from each other if possible.

(5) Every individual shall wear protective gear (facemask) that covers the mouth and the nose (surgical mask, safety mask, mask made of textil or other fabric) inside all universiy buildings. The head of a given unit may introduce stricter provisions. Employees are still required to wear masks when using recreational facilities, while persons not required by law to wear masks are still encouraged to wear masks.

(6) Every individual shall comply with the hygienic safety measures published on the university website.

Article 4 (1) Violators of the rules outlined in Article 3 will be held accountable. The person acting on behalf of the operator of the building may warn the violator to cease the violation. If the violator does not comply with the rules set forth in Article 3 following the warning, then the violator shall leave the university premises.

(2) If the violator still does not comply with the rules after the measures taken under paragraph (1) or if the violator repeatedly violates the rules, the relevant provisions of university disciplinary and liability procedures shall apply.

Article 5 (1) The heads of units may order body temperature checks before entry. Providing human and material resources for the checks shall be the responsibility of the respective head of unit.

(2) Individuals, who provide a medical certificate that proves that their symptoms are not of the coronavirus infections shall enter university premises.

(3) The head of the unit may require a negative SARS-CoV-2 PCR test taken no more than 3 days before entry to a university premise from an employee who was released from an official home quarantine due to a verified coronavirus infection, even if the employee shows no symptoms.

(4) The staff of the Clinical Centre shall only participate in in patient care after negative PCR test taken according to the “Epidemiological and Infection Control Regulations in Connection with the Novel Coronavirus identified in 2020” protocol issued by the National Public Health Centre.

Chapter III **Special provisions** **Events**

Article 6 (1) Events organised by the University or its departments and requiring direct personal contact must be notified to the Protocol and Events Office of the Rector's Cabinet at least one week before the planned date of the event. If the Director of the Public Affairs and Communications Centre detects that the event may be considered an epidemiological risk or in violation of the legal provisions in force for events, then the Director shall inform UP's Operaitonal Crew about the planned event, which shall, if justified, recommend to the Rector that the event be prohibited. There is no right of appeal against the Rector's decision.

(2) The organiser of the event may, in view of the epidemiological situation, lay down additional conditions for participation, decide to cancel the event, or hold it online instead.

(3) In the case of events held on University premises under a rental agreement, the wording of the agreement must state that the organiser of the event is responsible for compliance with the emergency regulations in force.

Study administration

Article 7 (1) In general, study administration is online (e-mail, Neptun), except:

- a) paying fees with cash at cash desks (according to the Code of Charges and Benefits),
- b) with appointments (made by phone or e-mail).

(2) During personal administration, wearing a facemask and keeping the protective distance (as possible) is obligatory. The administration desks should be covered with transparent plastic shields.

(3) If there is a waiting line, 1.5 metres should be maintained. Signs showing where to stand shall be posted visibly.

Meetings of university bodies

Article 8 (1) As a general rule, university bodies should meet using IT devices (video conference in which all participating members can be properly identified) with applying other relevant provisions reasonably. This provision cannot be applied to the Senate meetings.

(2) The head of the unit may allow derogation from under the general rules exceptionally in duly justified cases. The epidemic preventive measures (e.g. wearing a facemask, maintaining the protective distance, hand sanitization) should be strictly observed during these meetings.

Higher Education Study Programmes

Article 9 (1) Education shall be conducted online at the university, including classes, exams, and practices. Derogation from this rule shall be allowed by the rector on the initiative of the respective dean. If the rector decides on in-class education (especially the practical training and knowledge assessments requiring the student's presence according to the Code of Studies), the adequate protective measures shall be complied with.

(2) The Faculties shall organize their study programmes in line with Annex 17 on the Special Provision under the Novel Coronavirus Pandemic (hereinafter: Annex 17) of the Code of Studies and Examinations (Annex 5 to the Statutes of the University of Pécs, hereinafter: Code of Studies) and the provisions of the ministry.

(3) The Deans are authorized to outline the detailed rules in their Dean's Orders.

Practices in the Clinical Centre

Article 10 (1) Special precaution shall be applied at the Clinical Centre, therefore every student (regardless of nationality) who takes part in practices at the Clinical Centre must comply and verify

compliance with the special provisions, protocols, and epidemic preventive measures set forth by the President of the Clinical Centre.

Special provisions for the doctoral training

Article 11 (1) To earn the course credits connected to the theoretical elements of the doctoral training, the courses and exams for doctoral students may be organized in a digital form (online) or in class based on the decision of the doctoral student's Faculty (which registered the student).

(2) In the case of the practical training elements of the doctoral program, the tasks related to the research are performed by the student (and the supervisor) at the University, at the place designated for the practice, in compliance with the relevant rules. If the doctoral student's Faculty (which registered the student) lays down special rules, the research must be carried out taking this into account.

(3) The admission exams, the complex exams, the final exams of the doctoral candidates, as well as the thesis defenses can be conducted in a digital form (online) or in class.

(4) The Doctoral Schools and the Doctoral Councils shall follow the regulations of the student's Faculty (which registered the student) and shall organize the PhD / DLA training and its elements during the state of emergency in compliance with the respective regulations. However, rules that would change the provisions on the composition of Committees shall not be applied, therefore the number and participation of internal and external members shall be determined pursuant to the rules and regulations on doctoral training.

Special provisions on the public lectures in the habilitation procedures

Article 12 (1) During the habilitation procedure, the public classroom and scientific lecture(s) set forth by the habilitation regulations of the University (Annex 48 to the Statutes of the University of Pécs), can be held in attendance, online or in blended form, depending on the respective form of the chosen subject announced by the dean within the accredited training program of the current semester.

(2) In the case of presentations in online or blended form, the Judging Committee and the audience must also be given the opportunity to ask questions after the presentation.

(3) The secret ballot of the Judging Committee and the students can also be implemented electronically, provided that the electronic system (online platform) used in the decision-making process guarantees the identification of the participating member and at the same time the confidentiality of the voting.

Sports facilities, swimming pools, other recreational facilities

Article 13 (1) During the state of emergency, university sports facilities may be visited by persons eligible to use sports facilities under the Decree, subject to the existence of a rental agreement or other use agreement for the holding of the sports events and an individual permit issued by the Director of Facility Management and Procurements Centre, upon request. Visiting and staying in indoor swimming pools is prohibited, except for persons employed there.

(2) [deleted]

(3) University citizens are allowed to use the outdoors sports facilities of the University for recreational sports activities.

Article 13/A The plays of the Janus University Theatre (hereinafter: JESZ) are open to persons protected against the coronavirus and to persons under the age of eighteen who are under the supervision of the former. The Director of the JESZ or a member of the Director's staff shall refuse admission to, and prevent the entry of, any person who does not provide proof of age or of immunity from the coronavirus in the manner specified in the Decree and published on the premises. The Director of the JESZ is responsible for ensuring that the protection measures are enforced..

Article 13/B The Botanical Garden of the University of Pécs is open to persons protected against the coronavirus and to persons under the age of eighteen who are under the supervision of the former. The Director of the Botanical Garden or the Director's employee shall refuse admission to, and prevent the entry of, any person who does not provide proof of age or of immunity from the coronavirus in the manner specified in the Decree and published on the premises. The Director of the Botanical Garden is responsible for ensuring that the protection measures are enforced.

Chapter IV **Closing, entry into force, and authorization provisions**

Article 14 (1) The heads of autonomous units are authorized to introduce special provisions under this regulation at their respective units on the order of entering the unit's premises. The Cabinet Chief shall be notified about these provisions.

(2) The orders and protocols outlined according to Article 2 (3) by the principals of public and vocational schools managed by the university shall be sent to the Chief of the Operative Crew for approval.

(3) The Operative Crew shall be authorized during the state of emergency to:

- a) outline the rules of procedure to ensure a hygienically safe environment,
- b) outline the rules pertaining to SARS-CoV-2 PCR test required by the university for students and employees.

(4) The Facility Management and Procurements Centre of the Chancellery shall be authorized to review the lease agreements and to initiate the amendment or termination of those agreements that do not comply with the goals outlined in this Order.

Article 15 (1) With the entry into force of this regulation, Joint Order No. 14/2020 of the Rector and the Chancellor shall lose effect.

(2) This regulation shall enter into force on the day of publication and remain in effect until repealed.

(3) The first amendment of this regulation shall enter into force on 10 May 2021.

(3) The second amendment of this regulation shall enter into force on 1 June 2021.

Pécs, 27 May 2021

Dr Attila Miseta
Rector

István Decs
Chancellor