

## **Order No. 29/2021**

of the Rector of the Jan Kochanowski University in Kielce

of February 11th 2021

### **on the introduction of rules of conduct in the event of suspicion or coronavirus (SARS-CoV-2) infection in employees and students at the Jan Kochanowski University in Kielce**

Based on Article. 23 sec. 1 and sec. 2 point 2, art. 50 sec. 1 of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2020, item 85, as amended) and § 28 sec. 1-2, § 29 item 2 of the Statute of Jan Kochanowski University in Kielce, in connection with the Act of March 2, 2020. on specific solutions related to preventing, counteracting and combating COVID-19, other infectious diseases and crisis situations caused by them (Journal of Laws of 2020, item 1842, as amended), the following is ordered:

#### § 1

1. A person employed at the Jan Kochanowski University who, while staying at the University, shows symptoms of acute upper or lower respiratory tract infection (e.g. high fever, cough, shortness of breath, breathing problems) should immediately:
  - 1) provide Human Resources Department (Biuro Spraw Osobowych) with information about this fact, by calling the number (41) 3497223 or by writing a message to the address [zgloszenia@ujk.edu.pl](mailto:zgloszenia@ujk.edu.pl) and notify your immediate supervisor,
  - 2) contact your primary care physician who may refer you to a coronavirus test (SARS-CoV-2),
  - 3) go home by individual transport or, if it is impossible, wait for transport in a designated room where it is possible to temporarily isolate oneself from other people.
2. After receiving the information referred to in para. 1 point 1, an employee of Human Resources Department informs the Rector.
3. In the situation referred to in par. 1-2, apply the currently valid guidelines and instructions concerning the case of suspected coronavirus infection (SARS-CoV-2), available at: [gov.pl/web/koronawirus](http://gov.pl/web/koronawirus), [gis.gov.pl](http://gis.gov.pl), [gov.pl/web/edukacja-i-nauka/koronawirus-informacje-i-rekomendacje](http://gov.pl/web/edukacja-i-nauka/koronawirus-informacje-i-rekomendacje) and [ujk.edu.pl](http://ujk.edu.pl) in the "Information and messages regarding the state of the epidemic".

#### § 2

1. A person studying at the Jan Kochanowski University who, while staying at the University, shows symptoms of acute upper or lower respiratory tract infection (e.g. high fever, cough, shortness of breath, trouble breathing) should immediately:
  - 1) provide the Department for Students and Doctoral Students Affairs (Dział Spraw Studenckich i Doktoranckich) with information about this fact by calling (41) 3497259 or by writing a message to the address [zgloszenia1@ujk.edu.pl](mailto:zgloszenia1@ujk.edu.pl),
  - 2) contact your primary care physician who may refer you to a coronavirus test (SARS-CoV-2),

- 3) go home by individual transport or, if it is impossible, wait for transport in a designated room where it is possible to temporarily isolate oneself from other people.
2. After receiving the information referred to in para. 1 point 1, employee of the Department for Students and Doctoral Students Affairs informs the Rector.
3. In the situation referred to in par. 1-2, apply the currently valid guidelines and instructions concerning the case of suspected coronavirus infection (SARS-CoV-2), available at: [gov.pl/web/koronawirus](http://gov.pl/web/koronawirus), [gis.gov.pl](http://gis.gov.pl), [gov.pl/web/edukacja-i-nauka/koronawirus-informacje-i-rekomendacje](http://gov.pl/web/edukacja-i-nauka/koronawirus-informacje-i-rekomendacje) and [ujk.edu.pl](http://ujk.edu.pl) in the "Information and messages regarding the state of the epidemic".

### § 3

At the request of a person employed at the UJK or a person studying at the UJK, about the situation specified in § 1 and § 2, the University notifies persons indicated by them (e.g. family members) using the contact details provided.

### § 4

1. If the test for the presence of coronavirus (SARS-CoV-2) of a person employed at the Jan Kochanowski University or by a person studying at the Jan Kochanowski University turns out positive, the information will be posted by the laboratory in a dedicated IT system, available to authorized state entities, including the Police, sanitary authorities. The test result will also be available to a primary health care physician on the website [gabinet.gov.pl](http://gabinet.gov.pl) and to an employed person or a person studying at the Jan Kochanowski University on the Internet Patient Account (Internetowe Konto Pacjenta).
2. Persons employed at the Jan Kochanowski University and persons studying at the Jan Kochanowski University are obliged to notify the University authorities about the confirmed coronavirus infection(SARS-CoV-2) and imposed quarantine. Information addressed to the University authorities should be provided in the manner specified in § 1 and § 2.
3. After receiving the information referred to in para. 2, an employee of the Department for Students and Doctoral Students Affairs informs the Rector.
4. In the situation referred to in par. 1-3, the currently applicable guidelines and instructions should be used on what to do when you find yourself infected with coronavirus (SARS-CoV-2), available at: [gov.pl/web/koronawirus](http://gov.pl/web/koronawirus), [gis.gov.pl](http://gis.gov.pl), [gov.pl/web/edukacja-i nauka/koronawirus--informacje-i-rekomendacje](http://gov.pl/web/edukacja-i-nauka/koronawirus--informacje-i-rekomendacje) and [ujk.edu .pl](http://ujk.edu.pl) in the "Information and messages regarding the state of the epidemic".

### § 5

1. Pursuant to Art. 100 § 2 point 3 of the Labour Code, the employee is obliged to comply with the provisions and principles of health and safety at work. In the event of breach of mandatory orders imposed by the competent state authority and creating a threat to the health and life of other employees by coming to work in a situation of suspicion of an infectious disease / confirmed infectious disease. Such behaviour may be treated by the employer as a gross misconduct and may constitute grounds for claims by the employer and other employees.

2. The provisions of para. 1 shall apply accordingly to persons employed at the Jan Kochanowski University on a different basis than an employment relationship and to persons studying at the Jan Kochanowski University, with the provision that breaching the orders, referred to in sec. 1 may result in the student's or doctoral student's disciplinary liability.

§ 6

Order No. 112/2020 of the Rector of Jan Kochanowski University in Kielce of May 21, 2020 on the introduction of rules of conduct in the event of suspicion or finding coronavirus (SARS-CoV-2) infection in employees and people studying at the Jan Kochanowski University in Kielce becomes void.

§ 7

The order enters into force on the day it is signed.