

BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS



Rector-Chancellor Joint Order Nr. 8/2021. (VII. 20.)

On the epidemiological protection measures of the Budapest University of Technology and Economics

Effective date: July 21, 2021

Measurements and regulations repealed at the time of entry into force: as defined the Order.

Important note: this document is translation of the official Hungarian document of Rector-Chancellor Joint Order Nr. 8/2021. (VII. 20.). In case of any mistranslation or deviation between the Hungarian and English versions are recognized, the Hungarian version applies.

Revision:

- technical compliance: Directorate of Academic Affairs, Rector's Cabinet
Directorate of Student Services (HSZI), Chancellery
- legal compliance: Directorate of Legal Affairs

Responsible: Dr. Péter Bihari vice rector for education, Gábor Nagy director of HSZI

Publisher: Dr. Tibor Czigány Rector, Attila Kotán Chancellor

Pursuant to the authorization received in (1) of Section 41 of the Organizational and Operational Regulations of the Budapest University of Technology and Economics, pursuant to (2) of Section 13 of Act CCIV of 2011 on National Higher Education (as Rector), pursuant to (2) of Section 13/A of Act CCIV of 2011 on National Higher Education (as Chancellor), in order to reduce the risk of the coronavirus epidemic, to protect the life, health, personal, property and legal security of university citizens, and to comply with the regulations on graduation events during the state of emergency, in line with the Government Decree Nr. 351/2021. (VI.24.), the following joint order is issued:

Section 1 [*Personal scope of the order*]

- (1) The personal scope of this order extends
 - a) persons with a student legal status at the University (hereinafter: student);
 - b) a person who is no longer in a student legal status at the University in respect of the administration of his or her affairs related to the terminated student legal status (hereinafter: former student);
 - c) all organizational units involved in education or the organization of education, all instructors, researchers and teachers, as well as persons performing teaching and educational organization tasks (hereinafter collectively: instructor); and
 - d) persons who have a legal employment status at the University, as well as persons who work under a contractual legal relationship in the territory of the University (hereinafter collectively: an employee).
- (2) The personal scope of this order also extends to persons residing in the territory of the University or, in connection with the purpose of entry, intending to enter the territory of the University.

Section 2 [*Subject and territorial scope of the order*]

- (1) The subject of this order covers the epidemiological protection activities of the University.
- (2) The territorial scope of this order covers all institution areas of operation and training, as well as its premises, all facilities maintained and operated by the University, including the dormitories specified in the Remuneration and Allowance Regulations.

Section 3 [*Epidemiological Action Plan*]

- (1) Epidemiological protection at the University shall be organized and implemented in accordance with the provisions of the Action Plan set out in the Annex.
- (2) Intentional violation of the provisions of the Action Plan shall result in disciplinary liability.

Section 6 [*Final and entry into force provisions*]

- (1) This Order shall enter into force on July 21, 2021.
- (2) The Rector-Chancellor Joint Order Nr. 13/2020. (XI. 16.) on the epidemiological protection measures of the Budapest University of Technology and Economics shall be repealed.
- (3) This Order is maintained by the Rector's Office.
- (4) This Order is available on the central website of the University (www.bme.hu) on the "New information on the coronavirus" page, as well as on the website of the Rector's Office, at https://rektori.bme.hu/content/utasitasok_korlevelek_tajekoztatok

Budapest, 20 July, 2021.

Attila Kotán
Chancellor

Dr. Tibor Czigány
Rector

ANNEX

ACTION PLAN

I. Introductory provisions

1. With Act I of 2021 on the protection against the coronavirus pandemic, the Parliament of Hungary extended the scope of several legal acts applicable during the state of emergency. The Government has amended these regulations to suit the situation and introduced new rules of epidemiological protection.
2. The purpose of this Action Plan is to establish a uniform procedure for the completion of certain activities of the University during the state of epidemiological preparedness, to reduce the risks associated with the coronavirus epidemic.

II. General protection measures

1. Only healthy persons who do not show symptoms of coronavirus infection may enter the University.
2. Each person is obliged to check the symptoms on a daily basis before entering the University. Persons showing symptoms shall report the fact of having symptoms as follows:
 - a. employee or instructor shall immediately notify his/her immediate superior of the fact of having symptoms;
 - b. student, former student shall declare the fact of having symptoms in the study administration system (NEPTUN) on the form provided for this purpose (request Nr. 088).
3. Person who detects symptoms on himself/herself or who is exposed to high risk exposure (close contact) is prohibited to enter the University within 10 days (home quarantine).
4. If the coronavirus infection is confirmed, epidemiological isolation or surveillance (voluntary or official quarantine) is required, or if the infection has ceased or the employee or student has recovered from the coronavirus disease
 - a. the employee and the instructor shall immediately notify his immediate superior of this fact;
 - b. the student or former student reports this fact in the study administration system (NEPTUN) on the form provided for this purpose (request Nr. 088).
5. If an employee or instructor is unable to enter the territory of the University due to the presence of symptoms, epidemiological surveillance or isolation (voluntary quarantine, official quarantine) or a confirmed infection, he / she shall perform his / her duties within the framework of distance working order (home office), if his / her state of health and the duties to be performed allow and the employer permits it.

6. Student or former student with the presence of symptoms, epidemiological surveillance or isolation (voluntary quarantine, official quarantine) or a confirmed infection, is prohibited to enter the University; and if the required position of the isolation is the dormitory, he/she is obliged to stay in the dormitory.
7. Wearing of protective mask covering both the mouth and the nose (hereinafter: mask or protective mask) is not mandatory in the territory of the University. Wearing the mask cannot be prohibited.
8. Adherence to personal hygiene requires necessary and responsible civic behaviour on the part of all citizens of the University. This includes frequent soap or alcohol hand sanitization, adherence to cough etiquette.
9. In high-traffic public areas (e.g. corridors, elevators, staircases, restrooms, kitchenettes), the University – through the organizational unit responsible for cleaning the area – assures cleaning of the often used (touched) surfaces with a virucidal surface disinfectant of appropriate intensity and frequency.
10. In order to reduce the concentration of possible pathogens indoors - even in the case of the use of artificial ventilation - special attention should be paid to continuous and regular natural ventilation with increased intensity, opening of doors and windows, the implementation of which is the duty of room users.
11. A person who violates the regulations, by his/her behaviour endangers other persons should be called to stop the act. If the summons is unsuccessful, the Department of Property and Institutional Security shall be notified. The staff of the Department of Property and Institutional Security will take the necessary measures.

III. Special provisions for the organization of education

1. In the absence of provisions provided by law or the ministry, study activities shall be organized in the form of in-person education, taking into account the general protection measures set out in Section II.

IV. Requirements for events

1. Events in the territory of the University may be held in accordance with Chapter 3 of the Government Decree 484/2020 (XI. 10.) on the second phase of protection measures to be applied during the state of emergency.
2. Language examination organized by the Foreign Language Center does not qualify as an event, so it can be held taking into account the general protection measures.

V. Dormitory accommodation measures

1. The dormitory may be occupied by a person protected against coronavirus in accordance with the provisions of 2/A.§ (1) of the Government Decree No. 484/2020 (XI. 10.) on the second phase of protection measures to be applied during the state of emergency (hereinafter: a person protected against a coronavirus).
2. Persons in the dormitory shall comply with the rules of conduct set out in this section during their stay. Violation of the rules of conduct set out in this Action Plan, as well as the rules of procedure of the dormitory, will result in immediate expulsion from the dormitory.
3. The University reserves the right to designate a dormitory other than their current dormitory.
4. Students are required to act in accordance with the basic epidemiological protection measures in the territory of dormitories.
5. Events in the territory of the dormitories may be held in accordance with Chapter 3 of the Government Decree 484/2020 (XI. 10.) on the second phase of protection measures to be applied during the state of emergency.
6. Wearing of protective mask is not mandatory in the territory of the dormitories. Wearing the mask cannot be prohibited.
7. A resident of the dormitory may receive a visitor, guest in the dormitory even if the person to be received does not qualify as a person protected against coronavirus.
8. If a student recognizes any symptoms of the coronavirus, he / she is obliged to report it to the caregiver immediately and to stay in the community areas of the dormitory as little as possible.
9. The student is obliged to indicate if
 - a. he / she notices any extra cleaning needs in his / her room, or in the common areas of the dormitory;
 - b. the hand sanitizer has run out somewhere.

VI. Dormitory infrastructure measures

Taking into account the official recommendations effective during the state of epidemiological preparedness, the University dormitories are opened with the following protection measures:

1. Surfaces frequently touched by dormitory residents, such as cabinets, handles, knobs and light switches, must be disinfected, and care must be taken to ensure the cleanliness of bathrooms and restrooms.
2. Information and precautionary stickers must be displayed in common areas and rooms (washbasins, corridors, etc.).
3. In justified cases, taking into account the risk of the epidemic, dormitory services may be restricted, and certain persons may be excluded if they are at risk of being infected with the coronavirus.

VII. Measures for the dormitory accommodation of foreign students

1. Foreign students receiving dormitory places are accommodated in accommodation rented by the University from an external service provider (hereinafter: rented dormitories).
2. Requirements set out in Section VI shall also apply to rented dormitories.
3. The University shall, if absolutely necessary, ensure the accommodation of foreign students in home quarantine in rented places.
4. If a foreign student is suspected of being infected, the operator of the rented dormitory shall immediately take measures to isolate the student concerned, at the same time notifying the director of the Directorate of the Student Services.
5. Students who have been placed in official home quarantine by the competent epidemiological authority may leave their accommodation units (consisting of the living room and the associated social block) only with the permission of the quarantine authority.

VIII. Special rules for graduation events

1. In accordance with the provisions of 1.§ (2) of the Government Decree Nr. 351/2021 (VI. 24.) (hereinafter GD) on regulations on graduation events during the state of emergency, the maximum number of persons present at graduation ceremony may be 696 persons at the same time.
2. The headcount limit according to point 1 consists of the headcount limit of 496 persons defined for the Aula of the K building and of the 200 persons limit specified for the Ballroom. The dean of the faculty in charge of the graduation ceremony ensures the observance of the limit through the organizers. It is advisable to determine the number of graduates and the attendants (guests) present with them in such a way that, in the case of compliance, the number of participants remains within the number limit.
3. Pursuant to 1.§ (3) of the GD, anyone can participate in the graduation ceremony, regardless of age or protection against the coronavirus.
4. Pursuant to 1.§ (4) of the GD, the following rules of conduct must be observed and complied with in order to prevent the spread of the coronavirus pandemic:
 - a. congestion should be avoided, participants should be guided by the organizers in such a way that direct physical contact between persons does not occur;
 - b. physical contact (e.g. handshake) not directly related to the receiving the diploma should be avoided;
 - c. the person transferring and receiving the diploma must wear white gloves suitable for the ceremony, a handshake being allowed only in gloves;
 - d. wearing of protective mask is not obligatory at the graduation ceremony, but the wearing of a mask may not be prohibited.

5. Pursuant to 1.§ (5) of the GD, the organizer (representative of the faculty)
 - a. informs (former) students invited to the graduation ceremony in advance by e-mail about the rules of conduct;
 - b. orally informs those present at the ceremony of the rules of conduct before the ceremony begins.
6. The dean of the organizing faculty ensures the communication of information and the observance of the rules of conduct.