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Prepared by:	Vice-Rector for Pedagogical Activities Vice-Rector for Internationalization Legal Services
In cooperation with:	Vice-Rector for Internal and External Relations Director of TBU Halls of Residence and Refectory Director of Library
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Appendices:	2
Distribution list:	TBU Employees, TBU Students, External Employees
Signature of authorized person:	Prof. Ing. Vladimír Sedlařík, Ph.D. m. p.

PART ONE

Article 1 Basic provisions

- (1) Rector of Tomas Bata University in Zlín (hereinafter referred to as “TBU Rector”) has issued this internal regulation with regard to the outbreak of the COVID-19 disease and following the resolutions issued by the Government of the Czech Republic.

PART TWO TEMPORARY RESTRICTIONS AT TBU

Article 2 Extraordinary measures

- (1) In compliance with the resolutions issued by the Government of the Czech Republic, extraordinary measures have been imposed until further notice, which put restrictions on free movement and stay of all persons anywhere outside the place of residence without respiratory protective equipment (covering nose, mouth), such as respirator, face mask, mouthpiece, headscarf, scarf or other protective equipment which prevent the spread of droplets in all TBU buildings and in their immediate surroundings.
- (2) These measures do not apply to cases listed on the webpage www.utb.cz/koronavirus, which are in conformity with the resolution currently in force and issued by the Government of the Czech Republic.

- (3) Physical presence of persons in TBU premises is allowed only upon fulfilment of the following conditions:
- The person is free of acute health problems indicating a viral infectious disease (e.g. fever, cough, shortness of breath, sudden loss of taste and sense of smell, etc.),
 - At the entrance to a TBU building, the person sanitizes his/her hands,
 - The person has respiratory protective equipment (face mask, scarf, headscarf, respirator, mouthpiece), which he/she wears in accordance with the resolution issued by the Government of the Czech Republic,
 - The person is not in quarantine at the given time,
 - The student provides a written declaration of honour (Appendix 1 and Appendix 2 in the English version) on the absence of symptoms of a viral infectious disease during the previous two weeks prior to first entering the TBU premises, which he/she submits to the relevant Student Affairs Office.
 - The person participating in admission procedure submits a written declaration of honour (Appendix 1 and Appendix 2 in the English version) on the absence of symptoms of a viral infectious disease during the previous two weeks.

Article 3 Library

- (1) Until 31 May 2020, the TBU Library is open exclusively for the purposes of individual lending and returning of study-related books. Books for lending must be ordered in advance, and that electronically via the e-mail address: knihovna@utb.cz. For returning of books, it is advisable to use the self-service book return machine situated on the first floor of the U13 building.
- (2) On 1 June 2020 the Library will reopen without restrictions.

PART THREE MEASURES ADOPTED AT TBU

Article 4 TBU Employees and TBU External Employees

- (1) Business trips to be taken by TBU employees and TBU external employees abroad continue to be banned, unless decided otherwise by TBU Rector.
- (2) TBU Rector advises TBU employees and TBU external employees to postpone their private travels abroad.
- (3) TBU employees and TBU external employees are obliged to report to their superior (Rector/Dean/Head of the component part) their intention to travel abroad. TBU employees and TBU external employees are obliged to specify the place of stay (country) in their request for annual leave and shall further proceed in accordance with valid Decrees issued by the Government of the Czech Republic.

- (4) Persons aged 60 and over as well as persons suffering from chronic illnesses or an immune deficiency (confirmed by a medical certificate issued by a physician) may ask their superior (Rector/Dean/Director/Head of the relevant component part) for an adjustment of work in order to minimize the risk of transmission of the disease.

Article 5 Guests from abroad

Arrivals of guests from abroad have been suspended until a different decision is made by TBU Rector.

Article 6 Students

- (1) Funding of international mobility to be taken by TBU students has been suspended until a different decision is made by TBU Rector.
- (2) Arrivals of new international students are permitted on condition that the incoming students comply with all measures currently in force which have been imposed by the competent public sector administration authorities.
- (3) TBU Rector advises TBU students to postpone their private travels abroad.
- (4) TBU students are obliged to report their intent to travel abroad to the TBU International Office by sending an email to international@utb.cz; further steps to be taken by TBU students shall adhere to the valid regulations issued by the Government of the Czech Republic.

Article 7 Halls of Residence and Refectory

- (1) TBU Rector limits the operation of the TBU Refectory as follows:
- U2 – Refectory will reopen on 1 June 2020; opening hours from 8:00 to 13:00
U4 – Opening hours changed – open from 11:00 to 13:00 including the collection of packed meals
U5 – Opening hours changed – open from 11:00 to 13:00
U13 – Closed until further notice
- (2) Employees of TBU are recommended to order a delivery of packed meals according to the instructions given by the Director of the Halls of Residence and Refectory (<https://kmz.utb.cz/aktuality-akce/objednavkovy-system/>).

PART FOUR
Final provisions

- (1) The presence of TBU academics and researchers at the workplace, the performance of their independent scientific, research, development and innovation, artistic or other creative activities shall not be affected by this Decree. Academics and researchers are obliged to be present at a constituent part of TBU (hereinafter also referred to as “employer”) or at any other place agreed upon in cases stipulated by the employer in compliance with the Labour Code. This regulation similarly applies to the non-academic staff of TBU.
- (2) This Rector’s Decree abrogates the Rector’s Decrees No. RR/16/2020 and RR/18/2020 and is valid until further notice.