



## **PLAN OF MEASURES**

### **at Transilvania University of Braşov for organizing the activities in conditions of epidemiological safety, for prevention against the SARS-CoV-2 virus**

#### **1. General provisions**

**Art. 1.** (1) Considering the risk of spreading infection with the new Coronavirus and taking into account the measures established by the Decisions of the National Committee for Emergency Situations (NCES), provided by the Romanian Government, in order to establish public health measures imposed by the epidemiological risk of infection with SARS-CoV-2 virus, and given the existence of study programmes in different fields (engineering, medicine, physical education, social and humanistic sciences), a commission has been set up at UNITBV to coordinate the activities meant to prevent the infection with SARS-CoV-2. The commission consisting of: Prof. Dr. Eng. Ioan Vasile Abrudan, Rector of UNITBV, Chairman of the Coordination Committee, Prof. Dr. Med. Liliana Rogozea, Vice-Rector for public relations, coordinator of activities for prevention against SARS-CoV-2 infection at institutional level, contact person for medical staff, representatives of public health departments, local public authorities and the County Committee for Emergency Situations (CJSU), members of the Executive Board of UNITBV and the faculty coordinators of activities for the prevention against SARS-CoV-2 infection and the General-Administrative Directorate (DGA).

(2) This procedure has been drafted in accordance with Art. 12 of the Annex to Order no. 5487/1494/2020 and the normative acts on combating the epidemic with SARS-CoV-2. It establishes the manner in which teaching activities are to be carried out, the entry and exit circuit for students, teaching staff, auxiliary and non-teaching staff, how the activities with the public are organized, the specific extracurricular activities, the operation of the accommodation and dining spaces, as well as regulations for the sanitation / disinfection of the university spaces.

**Art. 2.** (1) At least 7 days before the start of the university courses, depending on the epidemiological situation, local peculiarities, infrastructure and human resources of the University, the University Senate establishes the application of one of the scenarios for organising and carrying out the teaching activities in educational institutions as specified in the Guide - higher education, annex no. 2 of the Annex to Order no. 5487/1494/2020.

(2) The County Public Health Directorate, hereinafter referred to as DSP, informs the University Senate one week before the beginning of the academic year about the epidemiological situation at city level.

(3) The scenario adopted by the University during the academic year will be updated weekly or whenever necessary.

(4) The epidemiological criterion applied by the University to establish one of the 3 scenarios is the cumulative incidence rate, i.e. the total number of new cases in the last 14 days per 1,000 inhabitants.

**Art. 3.** (1) For the application of the measures provided by Order no. 5487/1494/2020, in case of occurrence of one / more cases of SARS-CoV-2 virus disease in the University, DSP together with the Rector of the University and the coordinator of activities for the prevention against SARS-CoV-2 infection at the institution will establish the measures that are required for the teaching activity.

(2) DSP has the obligation to inform the Rector of the University and the coordinator of activities for the prevention against SARS-CoV-2 infection, as well as the university's medical office about each case confirmed positive in students / university staff.

**Art. 4.** (1) The decision to suspend the teaching activity that involves the physical presence of students is ordered by decision of the University Senate, taking account of the number of people infection at the University and the result of the epidemiological investigation, with the approval of DSP.

(2) For the situation provided in par. (1), DSP will carry out the epidemiological investigation and will analyze the situation in the University together with its management, following one of the scenarios provided for this purpose in the Guide contained in Annex 2 to Order no. 5487/1494/2020.

(3) During the period of suspension of the courses, the management of the university shall order the accomplishment of the following obligatory activities:

- a) cleaning and ventilation of the rooms;
- b) the current and terminal disinfection of the university spaces, i.e. rooms, halls, toilets;
- c) during the 14 days of suspension, all direct contacts within the university of the confirmed cases will be isolated / quarantined at home or in specially arranged spaces; the student has the obligation to announce the location at both the university and the DSP.

(4) The resumption of the didactic activity that presupposes the physical presence of the students, temporarily suspended, is ordered by the decision of the University Senate with the approval of DSP.

(5) Depending on the epidemiological situation at local level, the University Senate decides to extend the period of temporary suspension of the teaching activities that involves the physical presence of students of a structure / the entire university.

**Art. 5.** (1) The measures provided in this procedure may be supplemented with specific measures, by provisions issued by the management of the university, depending on the specifics of the situation and the legislative changes that have occurred.

## **2. Sanitary and protection measures during the COVID-19 pandemic**

### **2.1. General principles**

#### **Art. 6. The general measures include:**

- (1) Rigorous hand hygiene by washing with soap and water and / or decontamination with hydro-alcoholic solutions at the entrance to the buildings, at the entrance and exit of the classrooms / practical works / internships and whenever it is need;
- (2) Firm cleaning and disinfection measures in the higher education institution by performing daily cleaning as well as continuous or terminal decontamination;
- (3) Wearing a protective mask both by students and by the entire staff of the higher education institution, during the entire period they are inside the institution;
- (4) Limiting the contact between students in different study groups in accordance with the programme established for the teaching activities. Avoiding changing the room where teaching and research activities are carried out by students of the same study group during a day (as far as possible as imposed by the specifics of the activity);
- (5) Ensuring physical distance between students and between them and the teacher of at least 1 meter;
- (6) In order to maintain the physical distance, each student will keep the same place throughout the presence in the room;
- (7) Permanent information of staff and students on protection measures against SARS-CoV-2 infection through information on the university website, discussions on the e-Learning platform, health education materials posted in the visible locations of the university and at the accommodation places;
- (8) The need to isolate students or teachers at home or in specially designed spaces in the event of fever or other suspect symptoms of COVID-19 (cough, difficulty breathing, loss of taste and smell) in the student, teacher or to a family member or a colleague in the study group or teacher / staff member with whom s/he physically interacted. Isolation spaces, other than at the home address will be established and provided by those concerned, who have the obligation to announce the location at both the university and the DSP.

**Art. 7. Deciding on the scenario for the beginning of the academic year**

1. Scenarios applicable according to the general epidemiological situation, regional particularities and specificity of UNITBV:

Scenario 1- Physical participation in the higher education institution of all students in all teaching activities, according to their timetable, in compliance with and application of all protection rules;

Scenario 2 - Online courses, seminars partially organized online, practice, practical works, laboratories and projects organized with physical presence, in compliance with all protection rules;

Scenario 3 - Participation of all students in online teaching activities.

(2) Communication of information related to the activities:

- The university informs the Ministry of Education and Research on the date of the beginning of the academic year;

- DSP informs the management of the university about the epidemiological situation at city level one week before the beginning of the academic year.

(3) Based on the university autonomy, with the assumption of public responsibility and respecting the conditions for qualitative teaching, the University Senate decides on its own scenario, in accordance with:

- the epidemiological situation one week before the start date of the academic year;

- the specifics of the university.

(4) The epidemiological criterion based on which the university shall adopt one of the 3 (three) scenarios is the cumulative incidence rate (total number of new cases in the last 14 days per 1,000 inhabitants).

In substantiating the decision, the university will use the following reasoning:

1. If the cumulative incidence rate is below 1 / 1,000 inhabitants, scenario 1 (one), scenario 2 (two) or scenario 3 (three) are all possible;

2. If the cumulative incidence rate is between 1-3 / 1,000 inhabitants, scenario 2 (two) or scenario 3 (three) can be applied;

3. At a cumulative incidence rate above the alert limit of 3 / 1,000 inhabitants, CJSU will perform an analysis of the epidemiological situation in the locality. Depending on the existence of community transmission in the locality and the number of existing outbreaks, as well as other risk criteria, CJSU will send to the Ministry of Education and Research the recommendation that the university suspend teaching activities for which the physical presence of students in the educational institution is required (scenario 3), which will be carried out online / via technology and the internet, or which will be rescheduled in the case this cannot be carried out in this way;

4. If one or more cases of COVID-19 are confirmed at the university, the criteria for suspending the teaching activities with the physical presence of students shall be applied as specified in this document. These teaching activities which require the physical presence of the students from the respective study group / building / faculty / university campus or from the entire higher education institution can be suspended for 14 days, and are to be carried out online or rescheduled if they cannot be carried out otherwise.

(5) For the first semester of the academic year 2020-2021, based on the cumulative incidence rate, the Senate of Transilvania University decided in the meeting of 24.09.2020 to start the teaching activities in scenario 2.

The scenario will be updated weekly or whenever necessary during the academic year.

## **2.2. Measures regarding the teaching spaces**

### **Art. 8. Preparation of educational spaces**

#### *(1) Identification of educational spaces.*

The Executive Board of the university shall identify until 24.09.2020 the spaces available and those that can be used in the educational process, as well as spaces for the temporary isolation of suspicious cases.

If necessary, additional spaces can be identified as necessary for the teaching activities for which the physical presence of students is required.

#### *(2) Establishment of functional circuits. Organizing access to the university.*

The organization of the circuits inside the higher education institution will imply the demarcation with visible lanes to ensure "predetermined routes" of entry, movement inside the higher education institution and exit.

The administrators of the buildings under the coordination of the General Administrative Directorate shall draw the circuits by 02.10.2020 and shall inform the chairman of the coordination committee and the coordinator of activities for the prevention against SARS-CoV-2 infection at institution level on how these circuits were created.

Depending on the possibilities and the specifics of the location, the entry of students and teachers in a building shall be separated from the exit so that a circuit can be created for the avoidance of crowding.

The physical distance will be maintained at the entrance as marked on the ground.

The entry ways (gate, door or turnstile entrance) will be kept open during the reception of students, in order to limit the contact points.

At the entrance to the higher education institution and in the corridors, dispensers / bottles with hand disinfectant solution will be placed, so as to facilitate frequent disinfection.

Upon entering the higher education institution and in all places with good visibility, information materials on hygiene / protection measures will be displayed.

It is recommended to enter in stages at set time intervals, depending on areas or buildings (floor, wing, etc.);

The management of the faculties, the coordinators of the study programmes, the tutors of the year will ensure the communication with the students in order to:

- observance of arrival deadlines in order to avoid congestion at the entrance (this condition will be ensured by compiling the schedule of activities);
- reducing the period of interaction on the corridors: after hand disinfection, students will go directly to the rooms where the teaching and research activities are scheduled.

#### *(3) Organization of educational spaces.*

The Deans of the faculties and the Heads of the didactic departments will coordinate the activity of organizing the spaces in which the didactic activities take place. The rooms in which teaching activities are carried out will be arranged so as to ensure the physical distance between the students, which implies the following:

- arranging the furniture so as to obtain a distance of at least 1 meter between students or the installation of transparent separators in the situation where spacing is not possible;

- arranging of the rooms according to their configuration and the number of students in a study group;
- the seats will be placed so that the students do not sit face to face;
- the composition of the study groups will be preserved;
- mobility in the rooms where teaching or research activities are carried out will be limited as much as possible;
- meetings between students will be limited to the perimeter of the room, for example, by establishing a direction of movement inside the room, which may be indicated by markings on the floor;
- the ventilation of the rooms where teaching activities take place will be ensured before the students arrive, by opening the windows for at least 30 minutes, and at least 10 (ten) minutes during the breaks between the teaching activities;
- students and teaching / auxiliary / non-teaching staff shall wear masks both during the teaching activities for which the physical presence of the students is required in the educational institution, as well as during the breaks, as well as during the whole period inside the buildings;
- the places where the bins for the disposal of used masks will be located will be established. Garbage bins with lids and pedals, with a bag inside, are recommended. These places shall be located at the entrance and exit of each building where teaching activities take place;
- the doors of the classrooms where teaching activities take place will be kept open until the arrival of all students;
- when different groups of students take turns in laboratories / spaces where the practical activities are carried out, the surfaces, equipment and materials with which the students come into contact will be cleaned and disinfected, after each group of students.

*(4) Organization of sanitary groups.*

- where possible, ensure that breaks are postponed so as to limit the number of people present in toilets and common areas, in order to respect physical distance;
- in order to manage the flow of people using the toilets, the maximum number of people who can have simultaneous access will be mentioned by means of a poster posted at the entrance to these spaces;
- it will be constantly checked whether the toilets allow students and staff to wash or disinfect their hands; disposable paper towels are recommended; electric hand dryers and textile hand towels are prohibited;
- it is imperative to observe the hygiene norms;
- the consumables will be checked and filled regularly during the day, in sufficient quantities for the toilet (liquid soap, toilet paper, disposable towels, etc.), activity that falls within the duties of the staff designated for cleaning the premises;
- the daily cleaning and regular disinfection of the frequently touched surfaces will be checked (according to the cleaning and disinfection plan);
- information materials (posters) on proper hygiene will be displayed at the entrance to each bathroom.

#### *(5) Organization of recreation areas*

It will be necessary to limit these areas and avoid standing in the hallways, the recommendation being to use the outdoor spaces for recreation.

#### *(6) Organization of the premises of the department / dean's office / rectorate secretariates:*

- persons appearing at a secretariat must disinfect their hands in the following situations:
- upon entering the secretariat of the department / dean's office / rectorate;
- when taking over documents or other materials of common use;
- the physical distance of at least 1 meter between persons has to be kept;
- food will be eaten while observing the hygiene norms.

#### *(7) Ensuring cleaning, hygiene and disinfection materials.*

The building administrators will estimate the need for materials used for daily cleaning of rooms, hallways, bathrooms and quantities of hydro-alcoholic solutions, soap, disposable towels and materials for current and terminal disinfection and will submit this estimate the DGA.

The DGA and the procurement service will ensure that there is a permanent stockpile of protective materials for students and staff. When ordering the materials, it will be taken into account that it is also the obligation of students or teachers to have at their disposal bottles of their own solutions for hand decontamination.

#### *(8) Training of staff to implement the action plan.*

The plan of measures will be made public both through the university's website and through the dean's offices, the heads of services or structures, the tutors of the year, the student associations.

The occupational safety service, together with the occupational physician, will prepare a document for training students on occupational safety that includes information related to the prevention of SARS-CoV-2 infection, which will be distributed to all teachers in the university in electronical form by 29.09.2020. The information activity will be carried out on the first day of the academic year and weekly in order to comply with the measures for protection and prevention of SARS-CoV-2 infection.

The communication office will produce informative posters and will place them in buildings, dormitories, canteens by 29.09.2020. The materials for information will be re-posted / completed whenever necessary.

## **2.3. Measures for dormitories and canteens**

### **Art. 9. Measures for the dormitories**

(1) Accommodation in the dormitories of Transilvania University of Braşov, for the academic year 2020-2021, will be made respecting the legislative provisions in force regarding the measures of organizing the activity within the educational institutions, in conditions of epidemiological safety for the prevention against SARS CoV-2 (e.g, Order of Ministry of Education and Research 5487/2020 published in the Official Gazette of Romania Part I, no. 804 of 01.09.2020, respectively art. 55 of the annex of the Order of the Minister of Health no.119 / 2014).

#### **(2) General rules regarding the accommodation**

- Rooms with a capacity of 3 (three) and 2 (two) students per room will be allocated; the rooms will be occupied by students from the same study group, in order to limit the contact of students from different study groups, in compliance with the provisions of art. 55 of the annex to the Order of the Minister of Health no. 119/2014 for

the approval of the Norms of hygiene and public health regarding the living environment of the population, with the subsequent modifications and completions;

- The process of accommodation of students will take place between September 29 and October 4, 2020, between 8:00 a.m. and 5 p.m. (8 a.m. – 2 p.m. on October 4), according to a pre-arranged schedule announced in due time;
- The rooms will be distributed according to the number of students, respecting the physical distance of at least 1 m between the beds;
- At accommodation, students will not be able to enter the university dormitories accompanied by other persons;
- At the entrance to the dormitory in order to take over the accommodation, the temperature of each student will be measured (max. allowed 37.3 ° C).

(3) During the state of alert, the common spaces existing in the dormitories, the reading rooms, the headquarters of the student associations, the Colina Club, will be closed. In the spaces for headquarters of the student associations, only the acting president has access.

#### (4) Rules on protection measures

- Before reopening the dormitories, all common areas and accommodation spaces will be properly cleaned and disinfected;
- The collective / common spaces will be cleaned and disinfected daily;
- Protection measures:
  - At the entrance to the dormitory, each accommodated student shall disinfect his/her hands using the disinfectant device at the entrance;
  - Students can enter the dormitories and move within the common areas of the dormitory where they are accommodated only with a mask, respecting the physical distance (1.5 m); the entrance and exit of the dormitory will be done in a civilized way, avoiding the congestion and respecting the physical distance. Failure to comply with these rules will lead to loss of accommodation;
  - Optimal equipment of the common sanitary groups will be ensured;
  - The circulation of students on the common halls of the dormitories will be done respecting the physical distance and the routes marked by orientation lanes; it is not allowed to stay in these spaces nor to form discussion groups, regardless of the number of students;
  - Each student will have access only in the dormitory where s/he is accommodated; the dormitory room can be used only by the students accommodated in it. Visits are forbidden, as well as meetings with other students. The access of other students will be allowed only in situations of force majeure;
  - Wearing a mask is mandatory in common areas;
  - Students will be constantly instructed on compliance with individual protection measures;
  - The common areas will be cleaned, disinfected and aired regularly;
  - Students who are accommodated in the dormitory have the obligation to keep the rooms clean, disinfected and regularly aired;
  - Rotational access to common areas (bathrooms, dining rooms or rooms intended for common use) is recommended for disinfection adapted to the specifics of each space to be possible;



- Students are advised to avoid, as much as possible, the common spaces and to carry out their activities in their own room;
- The guarding / surveillance staff will be trained on the specific rules of operation of the dormitories during this period;
- The presence of all students accommodated in the dormitory is recommended daily before 11 p.m.
- In the event of a suspected or confirmed case of SARS-CoV-2, the isolation protocol will be implemented and the DSP will be notified or the 112 emergency service will be called.
- A plan will be developed for the daily cleaning and disinfection of collective spaces;
- The dormitory administration has the obligation to provide for each dormitory, depending on its capacity, isolation spaces with their own bathrooms in which the people suspected of being infected with SARS CoV-2 will be temporarily housed;
- For each student dormitory, an action plan will be developed for cases of SARS CoV-2 infection; this plan will be displayed on the notice board at the entrance to the dormitory.

(5) Each accommodated student undertakes and assumes on his/ her own responsibility that s/he supervises his/ her state of health, and if s/he presents symptoms specific to a potentially infectious condition (fever, cough, headache, sore throat, difficulty breathing , diarrhea, vomiting, rhinorrhea, etc.), or if s/he has been tested positive for SARS-CoV-2, s/he will immediately inform the home administrator, but not later than 24 hours from the onset of symptoms / obtaining a medical result and will take his/ her own measures of isolation / quarantine outside the dormitory spaces, while preserving his/ her right to accommodation in the dormitory. The university is not responsible for the way in which the tenant understands to respect the norms of coexistence and hygiene in the accommodation spaces, respectively the norms of own hygiene in the context of the pandemic.

In the unwanted situation of some illnesses, the return to the accommodation place, respectively in the common spaces, is made only after the end of the quarantine / isolation period ordered by the medical authorities, with the approval of the attending physician / family doctor.

Failure to declare a positive medical result even though the tenant is in its possession, respectively non-compliance with the above mentioned rules attracts the sole responsibility of the student tenant according to special regulations on avoiding epidemiological spread and entitles the university to terminate his/ her accommodation contract.

#### **Art. 10 Measures for the university canteens**

- (1) The canteen will be open from Monday to Friday, between 12-4 p.m.
- (2) The food will be served only in disposable packaging purchased only from the university canteen.
- (3) At the entrance to the canteen, the temperature of each student will be measured (max. 37.3° C).
- (4) Upon entering the canteen, each student will disinfect his/ her hands using the disinfectant device.
- (5) Inside the canteen, in the space intended for transit intervals, traffic, distribution of dishes, it is necessary to comply with the measures of physical distance of 1 m and wear masks.
- (6) The circulation of students will be done respecting the physical distance and the routes marked by orientation lanes.

(7) Discussion groups are not allowed, regardless of the number of students.

(8) The cleaning and disinfection of the dining rooms will be strictly carried out, according to the cleaning and disinfection plan.

## **2.4. Measures regarding the transport**

### **Art. 11. Measures regarding the transport**

(1) During transport to and from the higher education institution, students shall observe the general conduct measures provided for in the approved rules for public transport, in particular: ensuring the physical distance of at least 1 m, wearing a mask.

(2) If the transport of students is carried out with their own motor vehicle, the driver and his companions will observe the general protection measures. The vehicle will be properly ventilated and disinfected after each transport.

## **2.5. Measures for teaching activities**

### **Art. 12. Organization of the teaching activity**

*(1) Devising the timetable for the teaching activities.*

The organization of the educational process will take into account the beginning of the activities that take place on-site, at different time intervals, the development of modular teaching activities (in modules of 4-6 hours for the activities carried out face to face), so as to avoid congestion at the entrance and at the exit of the building and limit the interaction between students.

The intervals related to the breaks between the teaching activities, as well as those inside a block of 4-6 hours will be established in stages for each study group.

In the first week of the academic year (5-10.09.2020) the activities will take place exclusively online.

*(2) Preventive actions during breaks.*

- The intervals related to the breaks between the didactic activities will be established in a staggered way for each study group, inside the 4-6 hours module, so that the creation of groups of students from different study groups will be avoided;

- students will ensure the physical distance during the breaks;

- students will not share food or drinks and will not exchange objects for personal use (phones, tablets, writing instruments).

*(3) Organization of sports activities:*

- it is recommended to carry out sports activities in open spaces or, if this is not possible, according to a programme established and monitored by the teacher;

- no sports equipment will be used that is handled by all students (or the handling will be performed only by the teacher); otherwise, appropriate disinfection will be provided on a regular basis;

- physical education hours performed in the gym must be limited to sports activities that do not involve medium / intense effort, with the mandatory provision of a physical distance of at least 1.5 meters, in which case the wearing of a mask is not indicated;

- for the development of physical education classes, students will be instructed not to touch their face, mouth,

eyes, nose with unhygienic hands throughout the activity;

- at the beginning and end of physical education classes, all students must perform hand hygiene with an alcohol-based disinfectant;
- there will be cleaning, disinfection with special solutions and ventilation of the gym after each teaching activity with a study group.

#### **Art. 13. Organizing and carrying out the specialized practical stage**

(1) The specialized practical stage at the headquarters / branches of the legal entities is organized according to the specific regulations, and the teaching practice is organized according to the specific regulations in education.

(2) Hygienic measures:

- adapted disinfection methods will be provided;
- individual activities will be organized to avoid the exchange of materials;
- teaching materials will be cleaned and disinfected after use;
- the use of teaching materials by more than one student will be kept to a minimum,
- when different groups of students follow one another in laboratories / spaces where the specialized practice takes place, the surfaces, equipment and materials with which the students come into contact will be cleaned and disinfected, after each study group;
- the spaces must be aired for at least 10 minutes every hour;
- at the end of the class, the doors will be cleaned, the floors, benches, chairs, furniture, materials and work equipment used by the students will be disinfected.

#### **Art. 14. Organizing exams**

The exams will be organized according to the manner specified in the Course outline, respecting the general rules regarding access, traffic flows and physical distance, as well as the regulations at university level.

Any situations when the student's temperature is higher than 37.3° C will be solved punctually either by reprogramming or by providing a separate space for examining the student.

### **3. Individual protection measures**

#### **Art. 15. Important general messages**

(1) The following general messages shall be transmitted through posters and during the regular trainings:

- Wash your hands often!
- Cough and sneeze into the crease of the elbow or a napkin!
- Use a disposable napkin, then throw it away!
- Greet the others without shaking hands!
- Don't hug!
- Keep your physical distance, avoid crowds!
- Wear a mask when you are inside a higher education institution!

- Wash your hands frequently and regularly for at least 20 seconds with soap and water!
- Keep as much distance as possible from other people!
- Avoid touching your eyes, nose and mouth with unhygienic hands!
- Cover your mouth and nose with a disposable handkerchief or use a bent elbow if you happen to sneeze or cough. After that, throw away the used handkerchief!
- Clean frequently used or touched objects / surfaces using wipes / cloths / biocidal products!
- Consult a specialist if you have symptoms, such as: fever, cough or difficulty breathing or any other symptoms of the disease!
- Talk to the teachers if you have any questions or concerns!

(2) In the University (in the halls, in the corridors and in the bathrooms) posters with information in this regard will be displayed in visible places.

#### **Art. 16. Important specific messages**

##### *(1) Hand washing / disinfection.*

All students, teachers and other staff must wash / disinfect their hands:

- immediately after entering the higher education institution and before entering the room where teaching activities are carried out for which the physical presence of students in the educational institution is required;
- before and after eating;
- before and after using the toilet;
- after coughing or sneezing;
- whenever necessary.

##### *(2) Wearing a protective mask*

- It is mandatory for all students and all staff of the higher education institution to wear a protective mask in the rooms where teaching activities are carried out for which the physical presence of students is required in the higher education institution, in the secretariat of the department / dean's office / rector / other functional departments within the university, during the way to the university and during the breaks between the didactic activities (when they are inside);
- When the distance of at least 1 meter between students is not ensured, it is mandatory for all students to wear a protective mask during breaks in the open air, as well as in crowded spaces;
- It is forbidden to change the protective mask among people!

##### *(3) The students, the teaching staff, the auxiliary and non-teaching staff will be informed on the following:*

- o Wear a protective mask correctly!
- o Wash / disinfect your hands before putting your hand on the mask!
- o Check the mask for cracks or holes!
- o Identify the top of the mask, which must have a metal band or a hard edge!
- o Make sure that the colored part of the mask is facing outwards!
- o Place the metal strip or hard edge over the nose!
- o Cover the nose, mouth and chin; don't just wear the mask over your mouth or under your chin!
- o Fit the mask on your face without leaving any gaps on the sides!

- o Avoid touching the mask!
- o Take off the mask by fetching it by the straps!
- o Keep the mask away from you and the surfaces while removing it!
- o After use, immediately throw the mask in a basket with a lid!
- o Wash / disinfect your hands after throwing away the mask!
- o Do not remove the mask to talk to someone and do nothing that requires re-touching the mask!
- o Keep your mask out of the reach of others!
- o Do not exchange masks with another person!

#### **4. Hygienic-sanitary measures in the higher education institution**

##### **Art. 17. Hygienic-sanitary measures for education and accommodation spaces**

(1) The cleaning and disinfection of premises and equipment are essential components in the fight against the spread of the virus.

(2) At least the norms from the present document will be adopted and implemented in each building of the university.

(3) The disinfectant used in the rooms where teaching activities are carried out, in conference rooms, in the library, on the corridors and in the toilets must:

- have a valid biocide permit,
- respect the area of use: public health areas including schools,
- have be applicable for disinfection of alcohol-resistant surfaces: chair, benches,
- have a bactericidal, virucidal, fungicidal effect according to the approval of biocidal products,
- be used after careful mechanical cleaning,
- to be used by wiping the floor with a mop and by wiping the furniture with a specially designed cloth.

(4) Mandatory application rate according to the above-mentioned legislation:

- between shifts and at the end of the programme,
- staff designated for cleaning and disinfection will be trained,
- cleaning staff will wear appropriate protective equipment: mask, household gloves,
- the instructions for preparation and use of the disinfectant must be observed.

(5) The plan for cleaning, disinfection and ventilation of the rooms in which didactic activities with physical presence are carried out, of the spaces of the secretariat of the department / dean's office / rector / operational departments, the common spaces (halls, gyms, etc.), will be drafted by the General-Administrative Directorate by 07.10.2020 and implemented during the academic year and must include:

- the operations and order in which they will be carried out (e.g. waste collection, floor sweeping, floor washing, floor disinfection, wiping and disinfection of both writing surfaces of tables and the internal storage space of objects, separators transparent (if applicable), wiping and disinfecting window sills, disinfecting door handles, window handles, clothes hangers, switches, etc.);
- the materials to be used for each operation (e.g. cleaning products, biocidal products for surfaces, etc.);
- the technique to be applied for each operation;

- frequency of cleaning and disinfection, taking into account the time required to ventilate the space:
  - o in the halls where didactic activities are carried out, immediately after the students leave the room at the end of the study hours every day or after each use by different study groups;
  - o in the rooms of the secretariat of the department / dean's office / rector's office / functional compartments within the higher education institution, immediately after the departure of the teachers / other categories of staff at the end of the day's activity hours or after each use by a different group of teachers / staff ;
- for toilets, after each break, at the end of the day and whenever necessary;
- who will do the cleaning and who will supervise the proper cleaning, how the monitoring will be displayed (for example, a table with who performed, the time and who supervised);
- frequency and duration of ventilation of the rooms in which teaching activities are carried out, the secretariat of the department / dean's office / rector's office / functional compartments within the higher education institution and others rooms (e.g. after cleaning and disinfection, at least 10 minutes), as well as ensuring ventilation during teaching activities, with the windows open;
- in each of the areas that are sanitized:
  - the cleaning and disinfection schedule will be displayed in a visible place, specifying the cleaning and disinfection operations, their frequency, the timetable and a place for the signature of the person carrying them out and the person checking them,
  - the manner in which the areas are to be disinfected is determined,
  - account is taken of the type of surface and how often the surface is touched,
  - priority is given to disinfection of frequently affected areas, such as:
    - door handles, locks, knobs and handles;
    - stairs;
    - benches, chairs and chairs in the halls;
    - bench-mounted separators;
    - tables and chairs in canteen rooms;
    - table tops;
    - railings;
    - light switches;
    - handles of equipment and appliances (such as sports);
    - elevator and vending machine buttons for products;
    - common-use teaching objects;
    - computer, keyboard, mouse, laptop and tablets shared among people;

Note: The computer keyboard can be covered with plastic wrap, which is removed after each user.

- it is not necessary to routinely apply disinfectants on surfaces that are not frequently touched or present low risk (for example, library shelves, storage cabinet tops);
- the necessary resources and equipment are taken into account;
- other means such as UVC lamps, nebulizers for air disinfection or the like can be used in the process of sanitation / disinfection and;

- the need for and availability of cleaning and disinfection products and personal protective equipment (PPE) suitable for their use is regularly assessed;
- during the cleaning and disinfection activities, wear a protective mask, gloves, and after removing the gloves and the mask, wash your hands.
- Implementation of the cleaning and disinfection plan:
  - o Clean the surfaces with detergent and water before disinfection.
  - o Use a disinfectant approved against viruses (with virulicidal action).
  - o Always follow the instructions on the label. Only products in original, sealed, undamaged, airtight packaging are to be purchased. The label needs to include safety information and application instructions.
  - o If the concentrated product is diluted according to the manufacturer's instructions, the working solution can be used within 24 hours. The product name, concentration, date and time of preparation shall be noted on the vial.
  - o Detergents and disinfectants will be stored in specially designed spaces, where students / students do not have access.
  - o It is mandatory to wear a mask and gloves and ensure adequate ventilation when using the product. Eye protection and immediate access to a water source for washing eyes in the event of accidents is recommended.

#### *(6) Classrooms and rooms for practical works and demonstrations*

- cleaning by wet sweeping (before the start of the programme and at the end of the programme,
- washing and disinfecting floors daily and whenever necessary,
- wiping and disinfecting surfaces (table, chairs) with surface disinfectant,
- wiping and disinfecting sills,
- wiping and disinfecting door handles, window handles, clothes hangers, switches, various supports,
- aeration for at least 10 minutes every 2 hours; it is preferable to leave the windows open for permanent ventilation as much as possible or the door open (avoid touching the doorknob by more than one person),
- terminal disinfection at the end of the day and subsequent aeration for 30 minutes,
- Disinfecting computer, keyboard, mouse, laptop and tablet shared objects with disinfectant.

#### *(7) Dormitory rooms*

- cleaning by wet sweeping, daily or whenever necessary,
- disinfection of floors daily and whenever necessary,
- wiping door handles, windows, hangers, switches, various disinfectant holders,
- wiping furniture, doors, beds twice a week or whenever necessary,
- frequent ventilation of the room.

#### *(8) Home food preparation offices*

- cleaning by wet sweeping, daily or whenever necessary,
- disinfection of floors daily and whenever necessary,
- wiping door handles, windows, hangers, switches, various disinfectant holders,
- wiping furniture, doors, or whenever necessary,
- frequent ventilation of the room,

- wiping furniture, doors, door and window handles, refrigerator, sink, stove daily and whenever necessary,
- frequent ventilation of the room with a duration of at least 30 min.

*(9) Hallways, stairways, elevators*

- wet sweep cleaning (before the start of the programme and at the end of the programme and whenever necessary),
- disinfecting floors or at least using detergent solution,
- wiping and disinfecting railings, elevator doors, lift buttons and vending machines,
- aeration for at least 30 minutes every 2 hours,
- use of UV lamps as required,

*(10) Toilets and shower cabins - dormitories*

- sanitizing floor surfaces with disinfectant solution,
- sanitation of the surfaces of the washbasin, taps, toilets, walls, including shower enclosures,
- liquid soap in the dispenser and hydro-alcoholic solution for hand disinfection,
- disposable hand towels,
- toilet paper,
- in each bathroom mention will be displayed about who will do the cleaning and who will supervise the proper cleaning (table with people who do the cleaning and the time and who checked and a place for the signature of the person who performs the cleaning and for the one who supervises).

**Art. 18. Hygienic-sanitary measures for outdoor spaces**

*(1) Outdoor spaces - courtyard*

- dry sweeping daily before the start of activities,
- wiping off railings, stairs, benches with disinfecting solution.

*(2) Outdoor spaces - sports field*

- monitoring access to sports fields,
- the establishment of the triage area, the procedure and the staff appointed to carry out the triage and to supervise the manner in which it is carried out,
- monitoring the temperature of all persons who have access to the area of sports fields,
- introduction of working arrangements for washing / disinfection operations,
- training and verification of compliance and promotion of appropriate prevention measures.

**Art. 19. Hygienic-sanitary measures for the administrative spaces**

(1) The rooms related to the secretariat of the department / dean's office / rector's office / functional compartments will be sanitized at the end of the day's working hours or after each use by a different group of teachers / staff.

(2) Sanitation of toilets is done at the beginning of the day, at the end of the day and whenever necessary.

**5. Staff training and ongoing communication of information to students on the measures for SARS-CoV-2 infection prevention**



#### **Art. 20. Training of the members of the academic community**

(1) The Department of Labor Protection together with the occupational medicine doctor and the staff of the student dispensary and with the support of the Communication Office, under the coordination of the Vice-Rector for Public Relations will develop a set of support documents for training higher education staff to observe student health, as well as for the implementation of the rules in this document. The minimum information that will be found in these documents is: general information about SARS-CoV-2 infection, such as respiratory hygiene, hand washing technique, recognition of COVID-19 symptoms, how to wear and remove masks correctly and the necessary measures for physical distancing.

(2) Regular training of students: on the first day of the academic year and at least once a week, students will be trained by teachers appointed to comply with measures to protect and prevent infection with SARS-CoV-2.

#### **Art. 21. Informing on SARS-CoV-2 infection**

(1) Teachers are required to notify the head of the structure designated by the management of the higher education institution if students show respiratory symptoms during class (e.g. cough, fever, respiratory problems) or other symptoms of infectious disease (vomiting, myalgia, altered general condition), with or without temperature rises, in order to apply the isolation protocol.

(2) The coordinator of the activities for the prevention against SARS-CoV-2 infection shall communicate to the officials at the level of each structure the information received from the DSP, in order to take the measures imposed by the legislation in force immediately.

(3) A special section will be created on the university's website where all information related to SARS-CoV-2 infection will be posted.

(5) The student has the obligation to notify the secretariat by email about his absence, in the following situations:

- has specific symptoms;
- was diagnosed with SARS-CoV-2;
- is in direct contact with a person diagnosed with SARS-CoV-2 and is in quarantine.

### **6. Communication with the university services**

#### **Art. 22. Communication with the administrative structures**

(1) Petitions or other requests may be sent by telephone / fax, or using postal / email services, to the contact details on the website of the university / faculties, available on the university website: <https://www.unitbv.com/>.

(2) Students will use exclusively the student's institutional accounts for e-mail correspondence.

(3) In order to submit the original documents, it is necessary to obtain an appointment based on a request sent by e-mail or telephone to the structure that manages the documents / information.

(4) The appointments are made according to the principle of first come, first served and with the observance of a maximum number per day so as to ensure the sanitation measures of the spaces.

Access to the university buildings based on the appointment is allowed individually to the student / petitioner,

without being accompanied by other persons.

#### **Art. 23. Payment of due fees**

(1) Considering the recommendations of the authorities for avoiding cash payments, during the state of alert the university's cash payment points are closed for the public. The payment of due fees is to be made by students by bank transfer. Information on bank transfer payments can be found on the university's website at: [https://www.unitbv.ro/documente/Studenti/Taxe/Modalitati\\_de\\_plata\\_taxe\\_scolarizare.pdf](https://www.unitbv.ro/documente/Studenti/Taxe/Modalitati_de_plata_taxe_scolarizare.pdf)

#### **7. Measures for students, teachers and other staff in higher education institution, in age groups at risk and / or with chronic conditions and / or disabilities**

**Art. 24.** (1) The personnel at risk of illness (e.g. the elderly, people with diabetes or other chronic diseases, people with deficient immunity) will return to the higher education institution with the approval of the occupational medicine doctor;

(2) Teachers with vulnerabilities, as well as teachers living in the same location with people with vulnerabilities (husband, wife, children, parents), based on the appropriate supporting documents submitted by 07.10.2020, may carry out the entire teaching activity online, with the approval of the Faculty Council and the UNITBv Executive Board;

(3) Students in a risk group (e.g. severe chronic respiratory disease, severe obesity, type I diabetes, inflammatory, immune / autoimmune diseases, rare diseases, hereditary metabolic diseases, disabilities, immunosuppressive therapy) will return to the didactic activities which require physical presence with the specific approval and recommendations of the attending physician / family doctor.

For them, the representatives of the higher education institutions will identify, as the case may be, solutions for ensuring the educational process online / through technology and the internet or in increased safety conditions. Compliance with protection and hygiene measures, recommended for all students, needs to be monitored more closely in the case of students with chronic diseases.

Students with chronic diseases who have reservations about the resumption of teaching activities for which the physical presence of students in higher education institutions is required can be advised by the specialists and psychologists who care for them, regarding the additional measures necessary for safety.

Students who live in the same home with a person who is part of a high-risk group can normally return to the educational institution. There may be certain cases in which, after a concrete and individual assessment of the person's degree of illness and the risk of SARS-CoV-2 contamination that the student may transmit to those at home, it may be recommended by the attending physician that that student, for a determined period, not to physically present himself/herself for at the didactic activities which require the physical presence of the students in the higher education institutions. For those who cannot return to teaching activities, the representatives of higher education institutions will seek to identify solutions to ensure the online educational process.

Students with disabilities, taking into account the specifics of the condition, will benefit from adapting the information and learning the rules of prevention according to the specific disability.

## 8. Triage protocol

**Art. 25. (1)** The epidemiological triage of the students is carried out according to the legal provisions in force, respectively the Order of the Minister of Health no. 653/2001 on the medical assistance of preschoolers, pupils and students, with subsequent amendments and completions.

(2) Daily triage:

It is important that:

- students should be clearly informed and understand why people with symptoms should not participate in teaching activities for which the physical presence of students in higher education institutions is required;
- the whole academic community should collaborate in the observation of students, teachers and other categories of staff in order to reduce the risks of infection.

The daily triage is performed by students at home by measuring body temperature and assessing their own health, after which each of them decides on their own participation in teaching activities for which the physical presence of students in higher education institutions is required.

The following persons will not be present at the didactic activities for which the physical presence of the students in the higher education institutions is required on the respective day:

- those with a temperature higher than 37.3° C and / or symptoms specific to SARS-CoV-2 infection (cough, difficulty breathing - shortness of breath, diarrhea, vomiting) or other infectious diseases;
- those confirmed with SARS-CoV-2 infection, who are in isolation at home;
- those who are declared close contacts with a person infected with SARS-CoV-2, who are in the home quarantine / institutionalized quarantine period.

Students can attend the teaching activities for which the physical presence of students in higher education institutions is required on that day:

- if they are not in any of the above situations;
- if they are in possession of a negative result of the COVID-19 test if one of the family members / relatives shows symptoms of respiratory tract infection;
- those with typical symptoms of pollen allergy (known pollen allergies, runny nose with clear nasal discharge, runny eyes / itching).

If the entrance to the building will be thermomtered with a non-contact thermometer, by a designated person, trained in this regard, people with a temperature above 37.3° C will not have access.

If students present a feverish state or symptoms specific to SARS-CoV-2 infection during the teaching activities for which the physical presence of students in higher education institutions is required, the isolation protocol is applied.

The return to the community of students who have had health problems and have been absent from teaching activities for which the physical presence of students in higher education institutions is required will be made on the basis of a medical certificate stating the diagnosis, which the student will hand in to the secretariat at the first teaching activity. The certificates will be centralized at the medical office.

(3) Teachers, auxiliary and non-teaching staff who show symptoms specific to a potentially infectious condition (fever, cough, headache, sore throat, difficulty breathing, diarrhea, vomiting) are isolated at home, contact the

family doctor and immediately notify the person in charge of the management of the higher education institution.

#### (4) Protocol for the isolation of sick students

This protocol applies if students present fever and / or respiratory symptoms (eg cough, difficulty breathing) or other symptoms of infectious disease (vomiting, diarrhea, myalgia, altered general condition) during the teaching activities that require the physical presence of students at the university, the presence in dormitories. It implies:

- Immediate isolation of the student in the specially designated space of the university. The student will wear a mask, will be separated from the rest of the study group he / she belongs to and will be supervised until he / she is picked up and leaves the higher education institution accompanied. Personal protective measures will be strictly observed. A window will be opened for ventilation;
- If during isolation the student who has symptoms uses the bathroom, it must be cleaned and disinfected, using approved cleaning products, before being used by anyone else;
- The student will not be transported to the family doctor, pharmacy, emergency service or hospital, unless the symptoms / signs are severe, in which case the emergency service 112 will be called;
- The person helping the isolated student must avoid contact with him/ her, wear a mask and wash his/ her hands thoroughly for at least 20 seconds;
- The sanitation of the room is done with a special disinfectant, after the student has left, in order to reduce the risk of transmitting the infection to other people;
- The student will return to the teaching activities for which the physical presence of the students in the university is required, respectively in the dormitory, with a medical certificate, issued by the attending physician / family doctor, specifying the diagnosis.

### **9. Criteria for the suspension of teaching activities for the achievement of which the physical presence of students in the higher education institution is required, in case of confirmation of one / several cases of COVID-19**

**Art. 26.** (1) The public health directorates must inform the higher education institution about each case confirmed positively in students, teachers or other categories of staff.

(2) In case of one / several cases of COVID-19 in a higher education institution, the situation will be analyzed by DSP together with the management of the institution; the epidemiological investigation will be started in maximum 24 hours, by the epidemiologist from DSP, in collaboration with the doctor from the university medical office in order to establish direct contacts in the community.

(3) The decision to suspend the didactic activities for the accomplishment of which the physical presence of the students in the higher education institutions is required shall be established, according to art. 7 of the Government Emergency Ordinance no. 141/2020, by decision of the University Senate, in compliance with the measures established by the ordinance and the order of which this annex is part of and of the general and sectoral regulations of the European Union regarding the minimum hours of practice, in the following circumstances:

a) In case of one confirmed case of illness with COVID-19 in one of the study groups in the higher education institution that carried out the teaching activities with the physical presence of the students, the teaching activities that involve physical presence are suspended for a period of 14 days, at the level of the study group. In the event that 2 (two) or more study groups carry out their teaching activities in a room, the teaching activities that require physical presence will be suspended only for the study group in which the case of COVID-19 has been confirmed, it will be cleaned, disinfected and ventilated, and the next group of students will carry out their activities normally;

b) At the occurrence of 3 (three) confirmed cases of COVID-19 disease, in different study groups of the same higher education institution, following epidemiological investigations, the decision may be taken to suspend teaching activities for which physical presence is required for the respective study group / in the respective building / at the faculty / at the university campus or the entire higher education institution, for a period of 14 days from the beginning date of the last case;

c) In case of cases of COVID-19 illness among teachers, they have the obligation to notify the management of the higher education institution that will inform DSP about the event. The DSP will carry out the epidemiological investigation and will analyze the situation in the higher education institution together with the management of the institution and will decide together on the necessary measures.

(4) The cleaning staff and the person in charge of guarding higher education institutions, provided that they have not come into contact with the case confirmed by COVID-19, will continue to work.

(5) During the period of partial or total suspension of the didactic activities for the accomplishment of which the physical presence of the students in the higher education institution is required, the management of the institution will order the accomplishment of the following obligatory activities:

- cleaning and ventilation of rooms;
- disinfection of the spaces of the higher education institution (halls, halls, toilets);
- The DSP will inform the management of the institution which are all direct contacts of the confirmed cases in order to apply the quarantine / isolation measures;
- Resumption of teaching activities that involve the physical presence of students in educational institutions, in conditions of health safety, is ordered by decision of the University Senate, after obtaining the approval of DSP, which certifies the fulfillment of epidemiological safety conditions for the resumption of the activity;
- Depending on the epidemiological situation at county level, DSP may recommend to the higher education institution the extension of the period of partial / total temporary suspension of teaching activities that involve the physical presence of students in the educational institution.

## **10. Measures to prevent SARS-CoV-2 contamination and to ensure the safe conduct of extracurricular activities**

### *(1) Art exhibitions*

In accordance with the measures approved by Order no. 3,142 / 1,495 / 2020, published in the Official Gazette, Part I, no. 801 of September 1, 2020:

1. Employees and volunteers will wear, throughout the event, a protective mask that will cover both their

mouth and nose;

2. the access to the art gallery will be made with the observance by the participants of the distance of at least 2 m;
3. at the openings, the access of the visiting public will be made only on the basis of a prior reservation and within the limit of 10 people;
4. during the exhibition, access to the visiting public shall be allowed only to the extent that a distance of at least 2 meters between any two persons can be ensured, but not exceeding a number of 20 participants simultaneously;
5. public access will be allowed only if the mask is worn throughout the visit;
6. visitors will disinfect their hands with alcohol-based disinfectant, which will be made available at the entrance to the art gallery;
7. visitors will use footwear disinfectant carpets at the entrance to the art gallery;
8. at the entrance to the art gallery, an observational triage will be performed by noncontact thermometer and access will not be allowed to persons who show symptoms of respiratory infection (cough, sneezing, rhinorrhea) or who refuse to check the temperature;
9. daily disinfection of surfaces and whenever else are needed;
10. frequent ventilation of the rooms;
11. leaflets, brochures and other information materials in physical format will not be reused and will be distributed in accordance with the recommended health safety measures;
12. volunteers will be trained on the health safety rules they must follow and impose on the participants in the event;
13. employees and volunteers will also consider the other measures provided for in Order 3.142 / 1.495 / 2020 and will sign a report on their notification.

*(2) Concerts with a maximum of 4 musicians / conferences with a maximum of 4 speakers / other performances with a maximum of 4 artists*

In accordance with the measures approved by Order no. 3,142 / 1,495 / 2020, published in the Official Gazette, Part I, no. 801 of September 1, 2020:

1. Employees, volunteers and sound engineers must always wear a protective mask that will cover both their mouth and nose;
2. the structure of the repertoire and the positioning of the artists will be decided by the director of the institution, who will take into account all the health protection measures provided for in the above-mentioned order;
3. written notices of physical distance and access rules shall be prominently displayed;
4. the health safety measures adopted will also be communicated on the website and on social networks for increased visibility and better understanding by the public;
5. access to the show will be made on the basis of a prior reservation, for up to 30 people, in compliance with the distancing requirements;
6. the access is made with the observance by the participants of a distance of at least 1.5 meters, and the

number of people being simultaneously in the waiting rooms cannot exceed 10;

7. the formation of queues inside the building will be avoided, the access to the hall being made in the order of the spectators' arrival, as early as possible, starting with the rows furthest from the entrance to the hall;

8. the exit from the hall will be made starting with the rows closest to the exit from the hall;

9. access will start up to 30 minutes and end at least 10 minutes before the show, to avoid crowds;

10. all seats will be disinfected with biocidal substances after and / or before each concert;

11. the space will be organized in such a way as to allow the maintenance of a physical distance of 1.5 m between persons, by marking the seats intended for the public. A free seat will be left between the spectators.

As an exception to this rule, a minor under the age of 12 may sit in the seat next to the accompanying adult, and an accompanying adult may sit next to a maximum of 2 minors, without having free spaces between them;

12. public access and participation in the concert will be allowed only under the conditions of wearing the mask throughout the event and keeping the place allocated in the hall;

13. Participants will be encouraged to disinfect their hands with alcohol-based disinfectant, which will be made available to them at the entrance to the concert hall;

14. visitors will use footwear disinfectant carpets at the entrance to the concert hall;

15. at the entrance to the hall, an observational triage will be performed with a non-contact thermometer and people who have symptoms of respiratory infection (cough, sneeze, rhinorrhea) or who refuse to check the temperature will not be allowed access;

16. the surfaces will be disinfected before the start of the show and after its end;

17. the rooms will be ventilated before the start of the show and after it ends;

18. the performances will take place without breaks to avoid crowding the spaces;

19. the distance between the stage and the spectators will be at least 3 m;

20. the space on the stage will be organized in such a way as to maintain a physical distance of 1.5 m between the musicians;

21. the piano flaps will be disinfected before each use;

22. performers must bring their own microphones, instruments, headphones and other equipment with which they come into physical contact;

23. leaflets, brochures and other information materials in physical format will not be reused and will be distributed in accordance with the recommended health safety measures;

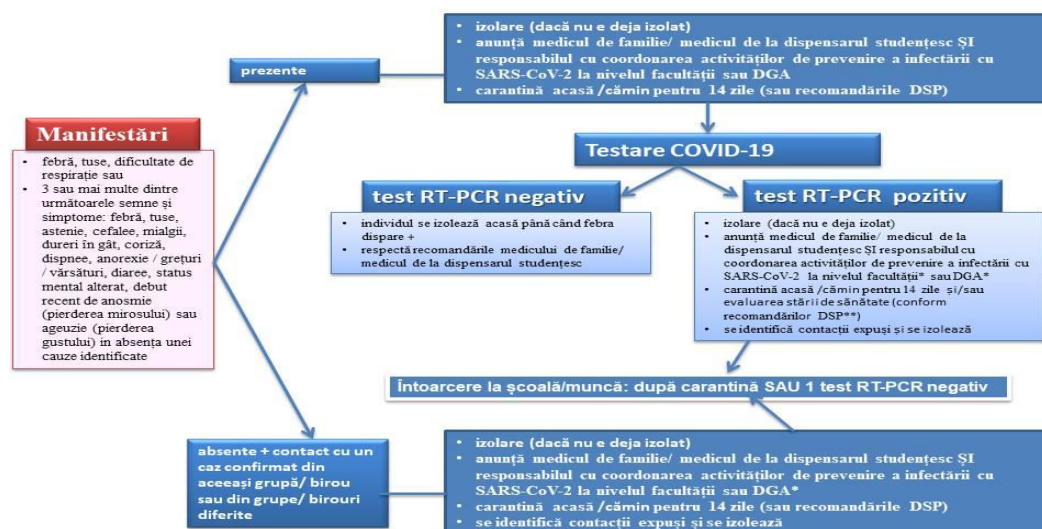
24. volunteers will be trained on the health safety rules they must follow and impose on the participants in the event;

25. employees and volunteers will also consider the other measures provided for in Order 3.142 / 1.495 / 2020 and will sign a report on their notification.

## 11. Measures at the library

- It is mandatory to observe the input and output circuits of the library.
- at the entrance to the library, an observational triage will be performed and access will not be allowed for people who show symptoms of respiratory infection (cough, sneezing, rhinorrhea, altered general condition); access inside the library will be made after checking the temperature (which must not exceed 37.3° C).
- Hand sanitization is mandatory at the entrance to the library
- It is mandatory to wear a protective mask in the library.
- limiting the access of the visiting public so as to ensure a distance of at least 1.5 m between any 2 persons or 4m<sup>2</sup> for each visitor
- The return and loan of publications is done exclusively by users.
- Within the library, the movement of users is mandatory on the predetermined and signaled routes.
- Users will apply online in order to borrow publications.
- If the user has a reservation for the study table, he will only move to the reserved place. It is forbidden to move to other spaces or access to collections.
- The access from the study table to the toilets will be made only on predetermined routes.
- It is not allowed to form groups in the library for discussions, librarians will warn users who are in a group larger than 2 that they are not allowed.
- restricting access to small reading rooms;
- regular disinfection of surfaces and all objects frequently touched by visitors;
- periodic ventilation of the rooms;
- limiting the access of the visiting public so as to ensure a distance of at least 1.5 m between any 2 persons or 4m<sup>2</sup> for each visitor.

## 12. Mandatory rules of conduct for teaching staff, non-teaching staff, teaching assistants and students



\*responsabilii cu coordonarea activităților de prevenire a infectării cu SARS-CoV-2 vor anunța coordonatorul activităților de prevenire a infectării cu SARS-CoV-2 la nivelul UNITBV; \*\* DSP va comunica atât informațiile legate de ancheta epidemiologică, conform reglementărilor în vigoare

## 13. Necessary actions for the implementation of the plan of measures for the organization of the activity in UNITBV in conditions of epidemiological safety, for the prevention against SARS-CoV-2 virus infection



In the context of the spread of COVID 19, the adoption of preventive measures is the main way to limit its spread. In this sense, the following minimum measures will be taken in the university's structures:

Activity area	Measures to be taken	In charge	Deadline
<b>Organization of on-site teaching activities</b>	<ul style="list-style-type: none"> <li>Organizing the teaching so as to ensure: <ul style="list-style-type: none"> <li>a distance of 1m between students, respectively between them and the teachers, by rearranging the classrooms and laboratories (where necessary), marking the places that can be occupied in an amphitheater;</li> <li>establishing the arrangement of the rooms according to the configuration of each room and the number of students / trainees in a study group;decalarea pauzelor, încât să fie limitat numărul de persoane prezente în grupurile sanitare și în spațiile comune;</li> <li>the management through the schedule of the flow of people entering a building so as to ensure the distance and the possibility of performing the epidemiological triage.</li> </ul> </li> </ul>	Deans of faculties, Vice-Rector in charge of teaching activities	01.10.2020 Revision of measures whenever necessary
	<ul style="list-style-type: none"> <li>Organizing spaces in the buildings for the temporary isolation of suspicious cases.</li> </ul>	Director of DGA, Administrators of buidings	01.10.2020
	<ul style="list-style-type: none"> <li>Drafting a plan for disinfection and sanitation of educational spaces.</li> </ul>	Director of DGA, Administrators of buidings	01.10.2020
	<ul style="list-style-type: none"> <li>Implementation of the disinfection and sanitation plan of the educational spaces.</li> </ul>	Director of DGA, Administrators of buidings	permanent
	<ul style="list-style-type: none"> <li>Devising a guide of measures that must be observed in the educational spaces by the students.</li> </ul>	Department of Safety and Labor Protection, Communication Office, Vice-Rector for Public Relations, Faculty coordinators of prevention activities	30.09.2020

		against SARS-CoV-2 infection	
	<ul style="list-style-type: none"> <li>Creation of a section on the UNITBV site with specific information.</li> </ul>	Communication Office, Vice-Rector for Public Relations	30.09.2020
	<ul style="list-style-type: none"> <li>Training students and teachers on the measures to be taken in carrying out face-to-face activities.</li> </ul>	Year tutors, Coordinators of study programmes, Deans of faculties	05.10.2020
	<ul style="list-style-type: none"> <li>Drafting specific sanitation and disinfection norms for laboratories containing specific equipment and their transmission to the Department of occupational safety and protection.</li> </ul>	Teaching staff, Heads of departments	11.10.2020
	<ul style="list-style-type: none"> <li>Informing the Executive Board about the occurrence of COVID cases at the level of the academic community.</li> </ul>	Vice-Rector for Public Relations, Faculty coordinators of prevention activities against SARS-CoV-2 infection and DGA	Permanent
	<ul style="list-style-type: none"> <li>Reorganization of teaching activities in case of the occurrence of cases in students / teachers / auxiliary teaching staff, depending on the information.</li> </ul>	Deans of faculties, Vice-Rector in charge of teaching activities	Permanent
<b>Organization of research activities</b>	<ul style="list-style-type: none"> <li>Organizing the research activity so as to comply with the minimum epidemiological norms in the research laboratories.</li> </ul>	Coordinators of research centres, Director of R&D Institute, Vice-Rector in charge of research	
	<ul style="list-style-type: none"> <li>Training of researchers participating in research activities on hygiene and disinfection measures to be observed and devising individual measures for each laboratory.</li> </ul>	Coordinators of research centres, Director of R&D Institute	
<b>Organization of activities in dormitories, canteens</b>	<ul style="list-style-type: none"> <li>Accommodation of students in compliance with the regulations in force: <ul style="list-style-type: none"> <li>observance of the physical distance of at least 1 m between the beds;</li> <li>entrance to the dormitory for taking over the accommodation only by the student;</li> </ul> </li> </ul>	The dormitory administrators, Vice-deans for student activity, Vice-Rector for student activity	29.09-04.10.2020

	o assigned rooms for 3 (three) and 2 (two) students per room; the rooms will be occupied by students from the same study group.		
	<ul style="list-style-type: none"> <li>closing the common spaces in dormitories, reading rooms, the headquarters of the student associations, the Colina Club.</li> </ul>	The dormitory administrators, Vice-Rector for student activity	During the state of alert
	<ul style="list-style-type: none"> <li>development and implementation of a protection plan against SARS-CoV-2 in each student home.</li> </ul>	DGA, the dormitory administrators, Vice-Rector for student activity	During the state of alert
	<ul style="list-style-type: none"> <li>development and implementation of a protection plan against SARS-CoV-2 in the canteen.</li> </ul>	Vice-Rector for student activity	During the state of alert
<b>Organizarea de activități extracurriculare</b>	<ul style="list-style-type: none"> <li>development and implementation of a protection plan against SARS-CoV-2 for extracurricular activities.</li> </ul>	Director of Multicultural Centre, Director of Music Centre, Organizers of extracurricular events	During the state of alert
	<ul style="list-style-type: none"> <li>development and implementation of a sanitation and disinfection plan.</li> </ul>	DGA	

This plan was discussed and approved in the meeting of the Senate of Transilvania University of Braşov on 24.09.2020 and rectified on 30.09.2020.

Prof. Dr. Eng. Mircea Horia Țierean,  
President of the Senate of Transilvania University of Braşov