Ordinance 174
of the Rector of the University of Lodz
dated 18/09/2020

regarding the change in operation of the University of Lodz in the epidemic caused by SARS-CoV-2

Pursuant to Article 23(1), Article 23(2)(2) and Article 51(1) of the Act of 20 July 2018, the Law on Higher Education and Science (consolidated text, Journal of Laws of 2020, item 85, as amended), in conjunction to Article 3 of the Act of 2 March 2020 on special solutions for preventing, counteracting and combating of COVID-19, other infectious diseases and crisis situations caused by them (Journal of Laws of 2020, item 374, as amended) and Section 25.1 and Section 25.2.2 of the Statutes of the University of Lodz adopted by Resolution 440 of the Senate of the University of Lodz of 27 May 2019 (as amended), it is ordered as follows:

Section 1

The Ordinance shall regulate the rules for safe activities conducted by the University of Lodz (hereinafter referred to as the University) following the liberation of restrictions introduced at the University due to the spread of SARS-CoV-2 in Poland.

Section 2

1. The University shall conduct the activities in particular teaching, research and administration, in a mixed mode, i.e. stationary, at the place of work at the University (this is the preferred form) and remotely, in other places, using the available communication/distance learning tools.

2. The University may conduct the activities on-site as long as the following conditions are met in the building in which they take place:
   a) the distance between individuals at workstations is not less than 1.5 metres, and where this is not possible, a rotating work system is introduced or protective screens (panels) are used (this applies respectively to the sitting/standing arrangements of students, doctoral students and other individuals in lecture halls, lecture rooms, laboratories, studios and all other rooms where the University activities are conducted); and
   b) all individuals in the building have access to personal care equipment and hand sanitisers.

3. Remote work takes place in accordance with the rules laid down in Article 3 of the Act of 2 March 2020 on special solutions for preventing, counteracting and combating of COVID-19, other infectious diseases and crisis situations caused by them. Detailed rules
for remote work at the University shall be laid down in a separate ordinance of the Rector of the University of Lodz.

Section 3

1. Following the liberation of the restrictions referred to in Section 1, it shall be possible, in particular:
   a) to organise meetings and conferences at the University;
   b) to participate in domestic and international business trips, including participation in conferences, conventions, scholarship visits and exchange programmes for staff, doctoral students and University students;
   c) to provide accommodation services, excluding temporary accommodation in dormitories;
   d) to conduct sports activities at the University and provide cultural and educational services; and
   e) to rent space in the University buildings, sports facilities or premises to external individuals or entities.

2. With regard to foreign trips, individual decisions shall be made by the Rector or a person authorised by her, while in the remaining scope by the Dean or the Chancellor, depending on their competences. Foreign trips were regulated in Ordinance 167 of the Rector of the University of Lodz of 8 September 2020 on Foreign Trips of Students, Doctoral Students and Employees of the University of Lodz and Arrivals of Individuals from Abroad with Regards to the Spread of the Coronavirus (SARS-CoV-2).

3. When decisions referred to in Section 3.2 are taken, the applicable laws and recommendations of the Ministry of Health, the Chief Sanitary Inspector and other competent authorities shall be taken into account in order to minimise the risk of the spread of SARS-CoV-2.

Section 4

1. Following the liberation of the restrictions referred to in Section 1, the Deans, the Chancellor and the managers of university units shall be obliged to adapt their infrastructure to the sanitary regime recommended during the SARS-CoV-2 pandemic. The recommendations of the Chief Sanitary Inspector, the Ministry of Science and Higher Education and other entities are available at https://www.gov.pl/web/koronawirus.

2. The managers of units shall be obliged to promote good sanitary practices among employees and to enforce the sanitary regime, as adopted.

3. Decisions in individual cases on preventing the spread of SARS-CoV-2 among the University community members, to the extent not provided for by this Ordinance, shall be taken by the Rector or a person authorised by her.

4. Any information for the media on the University activities during the epidemic, and in particular on the University safety rules, can be obtained only from the University of Lodz Press Officer at pawel.spiechowicz@uni.lodz.pl.
Section 5

Other regulations concerning areas of stationary activities of the University such as:

a) work organisation and performance, including service points;
b) activities of collegial bodies;
c) flow of documents and correspondence; and
d) activities of dormitories and the student canteen;
- are in Annex 1 which is an integral part of this Ordinance.

Section 6

Every member of the academic community of the University shall be obliged to comply with this Ordinance in so far as it concerns her/him and, in particular, to adhere to general safety rules set out in Annex 2 which is an integral part of this Ordinance.

Section 7

The Deans, the Chancellor, the directors of doctoral schools and the managers of university units, in so far as it applies to them, shall be entrusted with the implementation of this Ordinance. This shall also apply to the determination of the extent to which the activities of their organisational units are carried out on a stationary basis and the extent to which they are carried out remotely, but it shall not be advisable that certain forms of teaching activity (especially post-graduate programmes or classes for employees, students or doctoral students on international exchange) should be carried out exclusively remotely.

Section 8

The following Ordinances of the Rector of the University of Lodz shall become ineffective:

- Ordinance 100 of 11/03/2020 on preventing the spread of COVID-19 (pneumonia caused by the SARS-CoV-2 coronavirus) among the University of Lodz community (as amended);
- Ordinance 118 of 12/05/2020 on the introduction of the Rules of Procedure for the organisation of work in the scientific laboratories of the University of Lodz during the coronavirus SARS-CoV-2 pandemic causing the disease called COVID-19 (as amended);
- Ordinance 123 of 25/05/2020 on the rules for administration work organisation at the University of Lodz during the coronavirus SARS-CoV-2 pandemic causing the disease called COVID-19 (as amended);
- Ordinance 126 of 28/05/2020 on the introduction of the Rules of Procedure for the organisation of field studies at the University of Lodz during the coronavirus SARS-CoV-2 pandemic causing the disease called COVID-19;
- Ordinance 160 of 20/08/2020 on education in the academic year 2020/2021 under conditions for preventing, counteraction and combating of COVID-19; and
- Ordinance 161 of 20/08/2020 on the introduction of guidelines for the teaching of courses at the University of Lodz in the academic year 2020/2021.
Section 9

The Ordinance shall enter into force on the date of signature, subject to the provisions concerning teaching activities, which shall apply from 1 October 2020.

Rector

of the University of Lodz

Professor Elżbieta Żądzińska