

MEDICAL UNIVERSITY - SOFIA – RECTORATE

ORDER No36-3645/30.09 2020

SUBJECT: Extension of measures to prevent the risk of the spread of COVID-19 in the structural units of MU-Sofia.

„On the grounds of art. 63, para 4 and 11 and art. 63v of the Health Act in connection with Decision No. 673 of The Council of Ministers of 25.09.2020 for extension of the term of the declared extraordinary epidemic situation with Decision No. 325 of the Council of Ministers of 14 May 2020 and in implementation of order RD-01 548 / 30.09.2020 of the Minister of Health for introduction of anti-epidemic measures, as well as on the grounds of Art. 44, para. 1, item 2 of the Regulations for the structure and the activity of the Medical University - Sofia,

I ORDER:

I. From 1 October 2020 until 30 November 2020, the application of the following anti-epidemic measures shall be extended to prevent the risk of spreading COVID-19 in the structural units of MU-Sofia according to the order of the Rector of MU-Sofia No PK36-872 / 14.05.2020, as item I is supplemented by organizing and conducting additional anti - epidemic measures to ensure appropriate working conditions in accordance with the type and the nature of their activity, which include:

1. Carrying out regular ventilation and disinfection, according to algorithm Appendix No. 1;
2. Prevention of access to working premises of persons (employees or visitors) with acute manifestations of respiratory diseases (fever, cough, difficulty breathing, loss of smell, disturbance or loss of taste and others);
3. Establishment of an organization for providing physical distance between the persons in the premises at least 1.5 meters;
4. Instruction of employees and / or visitors on proper hand hygiene, according to Appendix No. 2 and providing of disinfectant, soap and running hot water;
5. Providing personal protective equipment for employees, after assessing the risk of workplace and depending on the specifics of work (protective face mask, helmet, gloves, etc.);

6. Visitor service to be performed using a protective mask behind the mechanical transparent barrier and / or safety helmet at the required distance of 1.5 meters.

II. The heads of structural units that provide services to citizens, in addition to the measures under I. to organize their activities by :

1. Ensure compliance with a physical distance of not less than 1.5 meters;
2. Provide hand sanitizer at the entrance of the site;
3. Create an organization to control the entrance of the site in terms of the number of entrants and wearing protective face masks;
4. Provide information to visitors (service users) about the mandatory observance of measures for physical distance and wearing protective masks during the visit to the respective structural unit with visual materials and / or information boards;
5. It is mandatory to put on a protective mask - for single or multiple use and / or other means covering the nose and mouth of all persons, as recommended in Annex No. 3, in closed public places and preferably in open public places, where physical distance cannot be provided;
6. Exemption from the obligation under item 5 is permitted:
 - a / in the places for feeding of the employees;
 - b / when participating in congress - conference events, briefings, press conferences and seminars during a speech at a physical distance of 1.5 m from the other participants;
7. Anti-epidemic measures to maintain a physical distancing of at least 1.5 meters applies to all persons who are not from one family and / or household at open public places, incl. parks, streets, bus stops.

III. Anti-epidemic measures are mandatory for application on the territory and in the premises of the structural units of MU-Sofia by the employees, guests and / or visitors.

IV. The heads of structural units, according to their functional competence, with their own order organize the implementation, enforcement and control of those

introduced by this order anti-epidemic measures to prevent the risk of spreading COVID-19.

V. Order No. PK36-2899 / 01.09.2020 is revoked.

VI. This order shall enter into force on 01.10.2020.

1. The structural units by 16.10.2020 to send copies of their Orders to the Rectorate of MU-Sofia to the attention of Eng. M. Dashinov – Security Crises Management and Fire Safety Unit expert.

2. By 01.11.2020 (respectively 01.12.2020) to be prepared reports on the implementation of the anti-epidemic measures during the respective past month. They should be sent to The Rectorate of MU-Sofia to the attention of Eng. M. Dashinov - expert SCMFSU.

RECTOR:ACAD. L. TRAYKOV, MD, DSC

Appendices:

1. Appendix No. 1 to item I, 1- Algorithm for disinfection measures of work places;
2. Appendix No. 2 to item I, 4 -Instructions for proper hand hygiene
3. Appendix No. 3 to items II, 5 -Instructions for proper wearing of a face mask.

Appendix No. 1 to item 1,"a"

Algorithm of disinfection measures at workplaces, in public places or in commercial and other sites that provide services to citizens in the conditions of the epidemic of COVID-19 :

1.Choice of disinfectant

1.1. The disinfectant to be chosen must be approved by the Ministry of Healthcare,

1.2. Depending on the objects and surfaces to be treated, disinfectants are needed to be authorized for Product Type 2 “Disinfectants and algacides not intended for direct use on humans or animals ”and / or Product Type 3“ Veterinary Hygiene ”and / or forProduct-type 4 "Food and feed use area".

1.3. It is necessary to choose a disinfectant in the field of application of which it is written entered virocidal or limited / partial virucidal action.

1.4. It is advisable to choose a disinfectant that achieves effectiveness in a shorter time impact (up to 15 minutes).

2. Establishment of critical points and frequency of treatments 2.1. For each object critical points to be disinfected are determined.

Critical points are all surfaces associated with the flow of people, as well as frequently touched surfaces (desks, desks, door handles, windows, handles in public transport; lighting switches, elevator buttons, ATMs; railings; gym equipment; counters for passenger / customer service; landline telephones and apparatus, touch screens, toilets plates, sinks, faucets and many others often touched with hand surfaces, depending on the specifics of each site / workplace, floor coverings).

2.2. Critical points are subject to periodic disinfection daily.

2.3. In the presence of a confirmed case of COVID-19 in the site / office cleaning is performed and disinfection of surfaces that have come into contact with the sick person, the workroom, common parts.

3. Methods of application of disinfectants

Disinfectants can be ready for use, which are applied directly on the surfaces or concentrates from which working solutions must be prepared before use.

3.1. Small surfaces (handles, buttons, keyboards, desks, etc.)

3.1.1. It is recommended the use of disinfectants in the form of sprays that are ready for use.

3.1.2. Surfaces are sprayed directly or wiped with a clean cloth / swab, pre-soaked with disinfectant.

3.1.3. Small surfaces can be wiped with disinfectant wet wipes, as used disinfectant wipes are collected and disposed of according to the instructions of manufacturer.

3.2. Large surfaces (walls, floors, worktops, etc.):

3.2.1. Disinfectants intended for large surfaces may be in the form of concentrate from which a working solution or ready - to - use solution must be prepared before use.

3.2.2. The working solution is prepared according to the manufacturer's instructions and /or according to the method of use indicated on the label.

3.2.3. The rate and time indicated on the label must be strictly observed.

3.2.4. The specific requirements, if any on the label, must be strictly observed - for the need for ventilation, subsequent wiping or rinsing of surfaces, time of access of people and animals to the treated premises and etc.

3.3. Surfaces to be disinfected can be treated in different ways, depending on the selected disinfectant and the type of surfaces in strict compliance with the manufacturer's instructions.

4. Depending on the type of object can be used in addition to chemical methods of disinfection and physical methods (bactericidal lamps, etc.)

Appendix No. 2 to item 1, "c"

Instructions for proper hand hygiene

1. Hands should always be washed: a) when visibly soiled b) after sneezing or coughing; c) before, during and after cooking; d) before meals; e) after using a toilet; f) after contact with animals or their faeces; g) during immediate care of a sick person.

2. Wash hands 20seconds with soap and water.

3. If it is impossible to wash, use a hand sanitizer with a virus or partial / limited virocidal action for rubbing dry hands with duration according to the manufacturer's instructions for use, by giving special attention to the thumbs, between the fingers, fingertips, back of the palms).

4. Allow hands to dry after the required contact time for processing skin indicated on the label of the disinfectant.

Appendix No. 3 to item 5

Instructions for proper wearing of a face mask

1. The protective mask should completely cover the nose and mouth - from the base of the nose to the chin.
2. Before applying the mask, wash your hands with soap and water or rub with alcohol-based disinfectant for hands.
3. Remove the face mask from back to front by grasping the ties (elastics) and avoid touching its front.
4. After removing the mask, wash your hands immediately with soap and water or rub with hand sanitizer.
5. The disposable face mask is discarded in the waste bin immediately after use.
6. Reusable textile protective masks need to be treated as follows:
 - (a) by washing with hot water (thermal disinfection) and detergent at water temperature 60-90 ° C for not less than 20 minutes; or
 - (b) by rinsing with lukewarm water at a temperature below 60 ° C with disinfectants(biocides) with concentration according to the manufacturer's instructions (chemo-thermodisinfection).
7. The protective mask is replaced with a new one as soon as it gets moistened.
8. Disposable protective masks must not be worn again.