

MEDICAL UNIVERSITY OF SOFIA

RECTORATE OFFICE

ORDER № 1706_ / 31.08.2021

In connection with Art. 63c of the Health Act and pursuant to Order RD-01-743 / 31.08.2021 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 activity of the Medical University - Sofia,

I ORDER:

I. From 01 September 2021 to 30 November 2021 the application of the anti-epidemic measures for prevention of the risk of spread of COVID-19 on the territory of MU-Sofia is extended.

II. To ensure a safe environment and safe working conditions, the deans of faculties (heads of structural units) to carry out the necessary organizational measures for the implementation of anti-epidemic measures, in accordance with the type and nature of their activities, which should include:

1. Regular ventilation and disinfection of the working premises, according to Algorithm Appendix №1;
2. Prevention of persons with manifestations of acute respiratory diseases to the work premises (fever, cough, difficulty breathing, loss of smell, disturbance or loss of taste, etc.);
3. Organization for physical distance between the persons at least 1.5 meters, and in case of impossibility to wear a protective face mask;
4. Instructing the employees on the proper hand hygiene, according to Appendix №2 and providing warm running water, soap and disinfectant.
5. Provision of personal protective equipment for all employees depending on the specifics of work and risk assessment at the workplace (protective face mask, helmet, gloves, etc.).
6. Visitor service to be performed using a protective mask at a distance of 1.5 meters or behind a mechanical transparent barrier without a protective face mask allowing mechanical cleaning or disinfection.
7. The work process of the collective management bodies and of the employees to be carried out, if possible, in remote form (remote work) or to establish working hours with variable limits or work in shifts.
8. The heads of structural units to approve a schedule for the use of regulated holidays, where applicable, as well as other preventive measures and methods of work, such as limiting insignificant contacts, to ensure a better level of protection of workers.

8a. Recommends to the deans of faculties (heads of structural units) to:

- (a) establish working hours with variable limits and the start of the working day between 7.30 am and 10 am, depending on the nature of the work and the possibilities; and
- (b) encourage remote staff work, depending on the nature of the work and the technical possibilities. "

8b. The heads of departments / units at the Medical University - Sofia - Rectorate can prepare schedules with working hours with variable limits and start of the working day between 7.30 and 10 o'clock for the employees in the respective department, depending on the nature of work and according to the possibilities ”.

9. The deans of faculties (Heads of structural units), which provide services, apart from the measures under item I, to organize their activity, applying in their daily activity:

- entrance control regarding the number of entrants and the wearing of face masks;
- observance of a physical distance of not less than 1.5 meters;
- provided dispenser with hand sanitizer at the entrance of the site and along the corridors;
- providing sufficient information to the visitors for observance of the measures for physical distance, hand hygiene and obligatory wearing of protective masks with visual materials and information boards;
- use of information and communication technologies to provide services in an electronic environment where possible.

10. All persons who are in open public places, when crowding people and it is not possible to provide a physical distance of 1.5 meters are obliged to have a protective mask for single or multiple use or other means covering the nose and mouth of all persons as recommended in Annex № 3.

11. Exemption from the obligation under item 10 is allowed:

- a / when participating in congress-conference events, briefings, press conferences and seminars during a speech, observing a physical distance of 1.5 m from the other participants;
- b / the outdoor and indoor athletes during the physical activity.

12. The anti-epidemic measures are obligatory for application on the territory of the structural units of MU-Sofia.

III. The deans of faculties (Heads of structural units) with their order to organize the implementation and control over the implementation of the anti-epidemic measures introduced by this order.

IV. Order №PK36-1582 / 30.07.2021 is revoked.

V. This order shall enter into force on 01.09.2021.

VI. The order to be published on the website of the Medical University - Sofia.

1. By September 10, 2021, heads of structural units to send copies of their orders to the Rectorate of MU-Sofia for the attention of an expert SUKPB.
2. I assign the control over the execution of the order to an expert of SUKPB in MU-Sofia, Rectorate.

RECTOR:

ACAD. L. TRAYKOV, MD

Applications:

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

Agreed:

Head of FHR Department,

t. and Ch. accountant

/ R. Shterbakov /

Prepared by:

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- FHR department

