



## URGENT NOTICE

To all University of Ljubljana employees and students  
2020

Date: 22 April

### Re: COVID-19 MEASURES – research guidance

In view of the current coronavirus situation and in accordance with the proposal of the University of Ljubljana COVID-19 Coordination Team based on the opinion of epidemiologists and infectologists and with its guidance on how to conduct research taking into account the instructions of the Slovenian Government and the NIJZ, the Rector of the University of Ljubljana, Igor Papič, has adopted the following

### RESOLUTION

Due to the importance of research, it is necessary to ensure it is still carried out, while taking into account the restrictions introduced due to the COVID-19 epidemic.

We recommend research be carried out at home or without any personal contact to the greatest extent possible. If research needs to be conducted on University of Ljubljana premises, the relevant Faculty must produce protocols for protecting individuals against infection while conducting research. These protocols must specify the following:

- The number of people who may be present in the room at the same time (taking into account the room's size, the required distance of at least 1.5 m between employees and whether the room can be aired);
- The protective equipment required (masks and other personal protective equipment);
- Available options for sanitising and washing hands and disinfecting objects and work surfaces;
- Rules for airing rooms;
- Rules for how to move between physically separate units;
- Options for working in shifts.

Based on these protocols, the heads of individual programmes and projects prepare concrete work plans that take into account the needs of the projects or programmes and the restrictions described in the previous paragraph.

While performing their work, researchers must adhere to the measures specified by the occupational health and safety service and authorised specialist practitioners of occupational, traffic and sports medicine, who define special requirements taking into account the characteristics of the work process.

It must be brought to the employees' attention that they are not allowed to be present at the faculties if they have symptoms of acute respiratory infection. If they do, they must stay at home and follow the established recommendations (contact their GP or doctor on call etc.).

**This resolution takes effect after 3 May 2020, when restrictions are expected to relax, and shall apply until it is revoked.**

Kind regards,

Igor Papič  
Rector

Sent to:

- All addressees by email;
- Archives.