

**ANNEX NO. 2 TO DEAN'S DECISION NO. 4/2020**

**Layout and conditions of presens in the faculty premises for students of final years and supervisors and consultants of final theses**

For reasons of health protection and keeping the FA BUT going, the presence of final year's students and supervisors and consultants of final theses at the faculty premises will be allocated. Stay at the faculty premises will be possible only under the following precautions. The aim is to minimize the risk of virus spread and, in the case of infection, to reduce the number of quarantined academics.

1) The final year's students and their supervisors and consultants are allowed to stay in the faculty premises only for the purpose of completing the final thesis and only in the necessary cases. Online teaching is still preferred.

2) The supervisors of the final theses will be assigned rooms, where, at their own discretion, they will allocate a workplace to a maximum of five students per one assigned room. The work groups set by the supervisor, must keep the permanent composition so as not to expand the number of people to whom the group meets. As decided by the supervisor the workgroups will be allowed to enter the individual rooms only on the following specified days:

**Monday and Wednesday:**

Ing. arch. Nicol Galeová:	B513
MgA. Svatopluk Sládeček:	B512
B.Arch. Martin Kaftan, MSc, Ph.D.:	B620
Ing. arch. Ing. Jiří Vítek:	B620
Ing. arch. Jan Mléčka, Ph.D.:	A219, A216, A215
doc. Ing. arch. Josef Kiszka:	A214, A209
Ing. Michal Palaščík:	A212, B803
Ing. arch. Radek Toman, Ph.D., MgA.:	A304, A305
Ing. arch. Vojtěch Jemelka:	A304, A305
Ing. arch. Jiří Marek;	A411, A409, A407, A413
Ing. arch. MArch Jan Kristek, Ph.D.:	A177, A311

**Tuesday and Thursday:**

mgr inž. arch Szymon Rozwalka:	B660
Ing. arch. Petra Žalmanová, Ph.D.:	A218
Ing. arch. Vítězslav Nový:	A215, A211, A301, B804
doc. Ing. arch. Jiří Palacký, Ph.D.:	A206
doc. Ing. arch. Karel Havliš:	A313, A316, A302
Ing. arch. Luboš Františák,:	A313, A316, A302
prof. Ing. arch. Hana Urbášková, Ph.D.:	A306
doc. Ing. arch. Ivo Boháč, Ph.D.:	A417, A419
prof. Ing. arch. Helena Zemánková, CSc.:	A417, A419
Ing. arch. Jan Foretník, Ph.D., Ing. arch.:	A205
Barbora Ponešová, Ph.D.:	A205

- 2) Consultations are possible in the number of five students + one teacher (specialist, consultant, etc.). Everybody attending the consultation must wear respiratory protective equipment (covering nose and mouth) such as respirator, mask, mouthpiece, scarf or other means to prevent the spread of droplets, for the whole duration of consultation. These protective equipment must be also used when moving in all the common areas of the faculty. Teachers and consultants will pick up a protective mask provided by BUT with the level of protection FFP2 at the reception.
- 3) Students, teacher or consultants who have acute health problems corresponding to a viral infectious disease (fever, cough, shortness of breath, sudden loss of taste and smell, etc.) or are ordered quarantine must not take part in the consultation.
- 4) Teachers from a risk group, ie over 65 years of age or younger with a serious illness considered to be at risk of COVID19 (heart disease, lung disease, asthma, diabetes, etc.) may not participate in the consultations. In such a case, the employee should inform the HR department (Ing. Bednářová) or the Dean directly about his/her health condition.
- 5) The teacher is obliged to report to the reception immediately after arrival and use the employee card at arrival and departure so that his/her presence in the building is recorded in the information systém. At the first arrival the teacher will pick up the FFP2 protective mask at the reception. The final thesis supervisor is obliged to ensure that sufficient number of disinfectants are placed in the assigned room and to notify the secretary or the building management in the case of lack of disinfectants.
- 6) Students are obliged to sign a student's health declaration electronically at <https://vut.cz/bezinfekcnost> before entering the faculty building. Declaration confirms that he or she has not been ordered a quarantine on the day of beginning of consultation and that he or she is free of acute health problems corresponding to viral infectious diseases (fever, cough, shortness of breath, sudden loss of taste and smell, etc.) and that he or she is aware of legal consequences if the statement would not be true. The affidavit must be signed every day before entering the faculty building. This will be checked at the reception and he or she will not be allowed to enter the faculty building without a signed affidavit.
- 7) Before entering the faculty building the student must report at the reception and always use his own entrance card so that his arrival is recorded at the information system. Similarly, when leaving the faculty building, the student is obliged to use his own entrance card so that his departure is recorded in the information system.
- 8) After entering the faculty building, students must stay only in the assigned studio room. Outside the assigned room the students can move only on the floor of the assigned studio and only for the necessary time, eg in the case of using toilet. The aim is to adapt the behaviour so that in the case of possible infection the quarantine and disinfection of the building is limited to a specific studio or floor and the rest of the faculty may remain in operation.
- 9) Other hygienic recommendation:
  - a) Wear the protection mask all time when at the faculty building and disinfect your hand often
  - b) Try to keep the distance when in the studio and ventilate often
  - c) Try to limit the time spent in one room with more people and do only the most necessary activities in the studio which cannot be done remotely.