



## ACTION PLAN TO HANDLE THE SITUATION CAUSED BY THE CORONAVIRUS PANDEMIC

### 1 Emergency situation management

The purpose of the action plan is to serve as a guideline for the employees, students and visitors of Óbuda University to safely complete academic year 2021/2022, having regard to the emergency situation promulgated by Government Decree 27/2021 (I. 29.) in effect from 08 February 2021. The basic rules of protection against the coronavirus pandemic are included in Government Decree 484/2020 (XI. 10.) on the second phase of the protection measures to be applied during the emergency situation (hereinafter: Government Decree).

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As a result of the so far successful protection against the pandemic, the purpose of the sectoral management of higher education is to enable higher education institutions to continue education in a normal schedule – in the framework of education in attendance – in academic year 2021/2022.

Óbuda University (hereinafter: University) hereby specifies its rules of procedure as follows; each university citizen is required to follow and adhere to them, and to procure that they are adhered to. The University continues to make every reasonable attempt to prevent the spread of the coronavirus pandemic, to protect the life and health of people involved in higher education, and to ensure the continuity of education and the operational stability of the University.

1. This action plan shall be applicable to all the institutions / facilities maintained and operated by the University (hereinafter: University area).
2. Everyone is bound to abide by the applicable Rector's instructions and the instructions intended to preserve health.
3. The use of masks covering the mouth and the nose is compulsory for each employee, student, and visitor in the entire University area – they can be medical masks, labor safety masks, or masks made of textile or another material.
4. In order to combat the coronavirus pandemic and to create a safe education, housing and work environment, employees and students are requested to get vaccinated against the coronavirus. Vaccination is also available for students who are not Hungarian citizens pursuant to the provisions related to the vaccination against coronavirus and the vaccination certificates of non-Hungarian citizens not having a social security ID. (<https://vakcinainfo.gov.hu/hirek/keddtol-mar-a-magyarorszagon-elo-kulfoldiek-es-a-tajszammal-nem-rendelkezo-kulfoldon-elo-es-kulhoni-magyarok-is-tudnak-regisztralni-az-oltasra>)



5. The University area may only be visited by healthy people not showing symptoms of the coronavirus disease. People infected by the COVID-19 virus or showing suspicious symptoms thereof are not allowed to enter. An exception is if they present a medical certificate that their symptoms are not connected to a coronavirus infection. In such a case, it is reasonable to notify the competent medical adviser and to follow their instructions.
6. Each person entering the University area is required to observe the rules of personal hygiene. This includes the frequent washing of hands with soap and / or alcohol hand sanitization, and compliance with the cough etiquette.
7. Upon entry in the University area, it is compulsory to use the hand sanitizers supplied (responsible unit: Technicians and Operations Office).
8. Hungarian and English information boards shall call people's attention to the current protocol of measures at the entrances of the University (responsible unit: Technicians and Operations Office). In reasonable cases, changes shall be communicated to students through the Neptun system in line with the pandemic situation (responsible unit: Directorate-General of Education).
9. It is extremely important to keep the largest physical distance possible within the University area in order to prevent the spread of the virus.
10. Electronic correspondence and the system of studies should be preferred in contacts between administrative staff and students. It is recommended to make appointments for administration in advance.
11. In the University area, virucidal surface disinfectants and cleaning agents shall be used on an on-going basis, with particular regard to the disinfection of frequently touched surfaces (door handles, elevator buttons, switches, grips, handrails, etc.), to be carried out at least every two hours (responsible unit: Technicians and Operations Office).
12. In order to reduce the concentration of any pathogens in enclosed spaces, particular attention should be paid to natural airing with increased intensity on a regular basis. In case of artificial airing, if windows can be opened, it is advised to apply natural airing simultaneously as frequently as possible (parties responsible: professors, Technicians and Operations Office).
13. Any person being aware of having stayed in the same air space for a prolonged period with any person infected by COVID-19 or having suspicious symptoms thereof shall be allowed to enter the University area only in possession of a negative PCR test not earlier than 5 days (meaning that potential contact persons are also prohibited to enter).
14. In the event of a positive PCR test or a quarantine obligation:
  - students are required to promptly notify their administrator of studies or SH contact person;



- in case of professors and staff, the head of the competent organizational unit is required to be promptly notified;
- the Registrar’s Department / heads of organizational units shall be obligated to promptly notify the case to the Operations Team, to promptly spot contact persons, and to send the list thereof to the Operations Team;
- the organizational unit concerned is also required to notify the Operations Team when the quarantine is lifted.

15. In case of a voluntary or authority quarantine, if the Operations Team has been notified,

- the head of the organizational unit may allow a “home office” work order if permitted by the job and health status of the employee concerned;
- student absence from sessions shall be deemed as certified.

## 2 Education and related services

1. The order of academic year 2021/2022 is published on the webpage of the University: <http://uni-obuda.hu/files/attachments/27085/20212022-tanev-idobeosztasa-i-felev.pdf>
2. Education is continued in the hybrid form specified in Rector’s instructions 6/2021 (VIII. 26.); however, in the case of SARS-CoV-2 coronavirus disease / infection / suspicion thereof occurring among students in groups, the Dean of the Faculty may order online education – and online examinations in the examination period – in respect of the group of students affected, for the period of quarantine, subject to authorization by the Deputy Rector of Education.
3. In case of professors affected by SARS-CoV-2 coronavirus disease or infection, if their health status allows, the Dean of the Faculty may order online education – and online examinations in the examination period – for the courses of the professor concerned, subject to authorization by the Deputy Rector of Education.
4. In case of a serious SARS-CoV-2 coronavirus disease, if student absence would exceed the proportions specified in the Study and Examination Regulations (TVSZ), the Dean of the Faculty may permit a preferential schedule of studies. In case of an examination period, examinations may be allowed to be completed online. Arrangements should be made with the course professor to provide the student concerned with the study materials required for preparations, and opportunities for making up and consultation.
5. In the course of online education and associated testing, it is recommended to apply the options provided by the MOODLE system in a diverse manner, as well as to use MS Teams. The methodology information required for this has been published by the EDTI (Office of Electronic and Digital Materials), and the IO (IT Department) shall provide the technical conditions required for broadcasting (parties responsible: Head of EDTI, IT Department).



6. Appropriate online consultation opportunities are required to be provided for students in all cases.
7. Professors and staff shall work in a normal work schedule.
8. Meetings and sessions of bodies at the University shall be held in personal attendance.
9. University buildings shall be open according to the customary work order.
10. The University Library can be visited personally as usual; opening hours are displayed on the webpage of the Library (<http://lib.uni-obuda.hu/>).

### 3 Programs

Protective measures related to programs comply with the rules set out in the Government Decree, in particular as follows in respect of the University:

1. Viewers of sports programs and cultural events admitted by tickets may include persons immunized against the coronavirus, and by persons below the age of eighteen under their supervision.
2. Only persons immunized against the coronavirus, and persons below the age of eighteen under their supervision may stay at the venue of any music and dance programs; it is prohibited to organize, conduct, and announce music and dance programs for persons who have completed eighteen years of age and are not immunized against the coronavirus, and to recruit performers and viewers therefor.
3. If another program not qualified as a sports program, a cultural event or a music and dance program is held outdoors, and less than five hundred people are attending (in addition to those employed there), people not protected against the coronavirus may also participate.
4. In case of the presence of five hundred people or more, programs held outdoors may only be attended by persons immunized against the coronavirus, and by persons below the age of eighteen under their supervision.
5. If such other programs are held indoors, they may only be attended by persons immunized against the coronavirus, and by persons below the age of eighteen under their supervision (in addition to those employed there).
6. In case of programs allowed to be attended only by persons immunized against the coronavirus, the organizer of the program (and the operator or manager of the venue of such program or any employees of the organizer, operator or manager) shall be obligated to refuse to admit – and prevent the admission of – any person that fails to certify their immunization against the coronavirus and their age as specified in the Government Decree. The organizer of the program and / or the operator of the program venue shall be obligated to procure that protective measures are observed.



#### **4 Rules related to the use of immunization certificates under Government Decree 484/2020 (XI. 10.)**

1. A person immunized against the coronavirus shall mean a person to evidence this by presenting an authority certificate according to Government Decree 60/2021 (II. 12.) (hereinafter: immunization certificate).
2. If a right under the Government Decree may be exercised in case of being immunized against the coronavirus, the person intending to exercise such right may be called to present an immunization certificate in a manner to evidence immunization in order to certify their entitlement to exercise such right.
3. It shall be equivalent to presenting an immunization certificate if the person concerned certifies immunization against the coronavirus by the application certifying vaccination as per Government Decree 60/2021 (II. 12.) on the certification of immunization against the coronavirus.
4. In the course of certification of immunization against the coronavirus, the person concerned may also be called to present an authority certificate suitable for evidencing personal identity.
5. It shall be equivalent to presenting an immunization certificate if a non-Hungarian citizen or a Hungarian citizen without a residential address in Hungary certify their immunization by presenting an EU digital Covid certificate according to Regulation (EU) 2021/953 of the European Parliament and of the Council of 14 June 2021 on a framework for the issuance, verification and acceptance of interoperable COVID-19 vaccination, test and recovery certificates (EU Digital COVID Certificate) to facilitate free movement during the COVID-19 pandemic.
6. Furthermore, for the purposes of the Government Decree, a person immunized against the coronavirus shall mean a person who has an immunization certificate issued by a state where such immunization certificate issued by such state is recognized by Hungary, and the fact thereof has been established in a decree issued by the minister responsible for foreign policy in agreement with the minister responsible for border control, and such person evidences their immunization against the coronavirus by presenting such immunization certificate issued to them.
7. In the course of certification of immunization against the coronavirus – in the cases described in sections 5 and 6 –, the person concerned may also be called to present an authority certificate or travel document suitable for evidencing personal identity.

#### **5 Rules applicable to students and professors arriving from abroad**

Students and professors arriving from abroad can be admitted in Hungary pursuant to the rules currently in effect.

1. The University shall issue a certificate for entry from abroad to students who are not



Hungarian citizens (hereinafter: foreign students). Such certificate may be enclosed to visa applications and leniency applications as necessary.

2. Foreign students are required to contact the University within 24 hours from entry into the territory of Hungary, and to appear at the place of accommodation specified in such certificate within 24 hours.
3. In the event that a foreign student is obligated to stay in home quarantine at the time of crossing the border, the student hostel shall be required to provide separate accommodation and provisions for such student.
4. In order to be released from quarantine, an application for exemption may be submitted to the police headquarters competent according to the location of the quarantine apartment – in case of a student hostel, according to the location of such student hostel – with two negative PCR tests.
5. It can be accepted as a first test if the student certifies – by a document either in Hungarian or English that includes the result of a SARS-CoV-2 PCR-test in any one of the following countries – that the SARS-CoV-2 coronavirus could not be detected in their organism at the time of testing.

Such countries include:

- any member state or candidate country of the European Union;
  - any member state of the Organization for Economic Cooperation and Development;
  - any member state of the North Atlantic Treaty Organization;
  - the Russian Federation;
  - the People’s Republic of China;
  - the United Arab Emirates;
  - the Kingdom of Bahrain;
  - member states of the Cooperation Council of Turkic Speaking States: Republic of Azerbaijan, Republic of Kazakhstan, Republic of Kyrgyzstan, Republic of Turkey, Republic of Uzbekistan, or
  - a country specified in a decree issued by the minister responsible for foreign policy in agreement with the minister responsible for public safety.
6. The University shall collaborate in making arrangements for molecular biology testing as required for the release from quarantine.
  7. In case of students residing in a student hostel, the student hostel shall ensure appropriate separation until negative test results become available.
  8. Foreign students may leave the location of home quarantine with the permission of the authority competent in the issuance of a quarantine order if the results of both molecular biology tests certify that the SARS-CoV-2 coronavirus could not be detected in their organism



at the time of testing.

9. Students who are not Hungarian citizens and start their studies in absence education pursuant to Section 80 (2a) of the Nftv, and Section 39/A of Government Decree 87/2015 (IV. 9.), may enroll online.
10. Professors arriving from abroad shall be governed by the currently effective border crossing rules applicable to the given country of disembarkation.

## 6 Measures related to student hostels

In respect of student hostel areas, these rules shall apply to the community accommodation sections; education and work areas in buildings classified as student hostels shall be subject to the rules applicable to educational buildings.

### Criteria for student hostel entry and accommodation

1. No persons infected by the COVID-19 virus or showing suspicious symptoms thereof may be admitted to the area of the student hostel.
2. In case of students who are granted a continued student hostel relationship in academic year 2021/2022, that is, they are residing at the student hostel on an on-going basis, it is recommended to have an immunization certificate for students with a permanent residential address in Hungary, for Hungarian students domiciled abroad, and for foreign students staying in Hungary as well. An exception is a continued stay abroad for at least 3 – that is, three – months directly before moving in, which shall be governed by the rules on foreign students.
3. Foreign students arriving from abroad may occupy their accommodation upon presenting a negative PCR test not earlier than 5 days, provided that they commit to take the first vaccination within 30 days of the date of moving in. In the absence of a commitment to get vaccinated, moving in must be refused even in the case of presenting a negative PCR test. If a student fails to comply with their commitment to get vaccinated, or fails to present the documentation to certify vaccination, their accommodation shall be discontinued on the 31<sup>st</sup> day after moving in.
4. Students may move in the student hostel (occupy their place of accommodation) only after the expiry of any compulsory quarantine period to be spent after entry from abroad to Hungary. This means that the student hostel shall provide quarantine arrangements only to a limited extent, based on previous coordination. In the absence thereof, students arriving or returning from abroad are required to spend their quarantine period at a separate address arranged by them.



5. Immunization certificates, other documents certifying immunization and the data thereof shall not be processed by the Student Hostel; they shall only serve for entry and accommodation control.
6. Completion of the PCR test required shall be financed by Óbuda University in case of newly arriving students who participate in the Stipendium Hungaricum program. In case of further courses involving an insurance policy, the students concerned will get customized information on the options of settlement to the debit of such insurance policy.

### 6.1 Rules of the process of moving in

1. Moving in shall be carried out at the dates and times specified (booked), in bands to avoid congestion. Banding can be different by member student hostel, and those who move in are required to apply according to the band of the member student hostel concerned.
2. In the event of arrivals directly from abroad, students may move in at a date and time notified by them at least 48 hours beforehand. If a student fails to specify a date and time in advance, moving in will not be guaranteed.
3. A student moving in may be accompanied by only one person as escort. In the course of moving in, both the student moving in and the escort are required to wear a mask. Prior to entry, both the student moving in and the escort are required to disinfect their hands. Hand disinfectant shall be provided by the student hostel; everyone is required to make sure that they have their own masks.
4. By providing their signatures, those moving in undertake to fully comply with quarantine rules if they are suspected of having an infection, or they are contacts as evidenced of an infectious person; accordingly, they shall either submit themselves to comprehensive quarantine for 10 days or for the period of recovery certified by a PCR test, or they shall move out and may only move back in with a negative PCR test.

### 6.2 Staying in; precautions during residence

1. In case of persons with no immunization certificate, mask use is recommended at residential levels, at community premises, and in customer service areas (student hostel office, reception).
2. In the area of the Student Hostel, utmost care should be taken to adhere to personal hygiene, frequent disinfection of the hands, and frequent airing of the rooms; it is compulsory to comply with the instructions set out in the currently effective information published on the webpage of the National Center for Public Health (hereinafter: NNK)





at <https://www.nnk.gov.hu/index.php/jarvanyugyi-es-infekciokontroll-foosztaly/lakossagi-tajekoztatok/koronavirus>

3. External workers (e.g. maintenance staff) shall be obligated to wear masks if they do not have an immunization certificate. Maintenance staff shall be notified of compulsory mask use before site visits, and spare masks shall also be provided in case the maintenance works would fail to be carried out in the absence of masks. Member student hostel managers shall be responsible for this.
4. Students, professors and other staff using classrooms in the Student Hostel area are subject, by default, to a separate protocol applying to educational buildings.
5. Except for residential rooms, it is compulsory to use masks in the entire area of the Student Hostel in community spaces and commonly used areas, including classrooms and work areas. Periods of meals and wash.
6. Breaches of the precautions during the course of staying in / residence shall entail banning from the area of the student hostel.
7. Boarder students are required to comply with disease control rules outside the student hostel as well. In the event that such rules are failed to be complied with outside the student hostel as evidenced, the consequence will be prohibition from the area of the student hostel.

### 6.3 Receiving visitors and guests

1. Visitors can be received (for visits before closing, studying together, and community programs) in different time bands per member student hostel. Visitors may enter by presenting an immunization certificate or wearing a mask. The number of people staying inside at the same time shall be determined by the manager of the member student hostel.
2. The reception of guests – that is, staying overnight at the host – in the student hostel area is suspended.

### 6.4 Student hostel programs

1. Outdoor programs of up to 200 persons and indoor programs of up to 50 persons may be held. Each program shall be subject to prior authorization by the manager of the member student hostel; programs of 50 to 200 persons shall be subject to authorization by the director of the Student Hostel.
2. Only persons immunized against the coronavirus, and persons below the age of eighteen under their supervision may stay at the venue of any music and dance programs held indoors (in addition to those employed there).



3. In case of programs where only persons immunized against the coronavirus are allowed to participate, program organizers shall be obligated to refuse the admission or prevent the entry of persons who fail to provide evidence of their immunization against the coronavirus or of their age as specified in the Government Decree.

#### 6.5 Procedure to be followed by students in case of a suspected or actual disease at the student hostel

1. Boarder students of the student hostel shall be obligated to notify any suspected infection to the manager of the member student hostel:
  - they shall be obligated to inform the manager of the member student hostel in case of detecting any symptoms;
  - they shall be obligated to inform the manager of the member student hostel in case of any contact notification received from the Faculty;
  - in connection with any quarantine decision imposed by an authority (entry into effect, expiry).
2. In the event that COVID-19 symptoms appear in case of a boarder student of the student hostel, such student shall be promptly referred to the competent general practitioner of the member student hostel by the manager of the member student hostel. The general practitioner shall decide whether it is necessary to have a PCR test carried out.
3. In the event that it is not necessary – meaning that there is no suspicion of a COVID-19 infection –, students with symptoms shall be required to stay in their room – or in a designated isolation room – and cure the illness in bed rest. In such a case, room mates shall not be required to be subjected to special measures. In case of severe symptoms, room mates may also be obligated to stay in indoor quarantine.
4. In the event that it is necessary to have a test completed on the basis of the general practitioner's instructions, students shall be obligated to make prompt arrangements. During the period of testing and the reception of test results, students with symptoms shall be obligated to stay in indoor quarantine ordered by the university. During such a period, the room mates / residential unit partners of such students with symptoms shall also be obligated to stay in indoor quarantine ordered by the university.
5. In the event of a contact notification, both the contact person and any room mates thereof shall be obligated to stay in indoor quarantine ordered by the university.
6. In the event of a home quarantine order, students may also spend such distancing or recovery period at their domicile at their own risk. In such a case, they may not enter the area of the university – including the area of the student hostel – until the expiry of the home quarantine period.



7. In case of authority quarantine, the quarantine period is required to be spent at the address specified in the authority decision.

## 6.6 Principles of quarantine arrangements

1. In case of a room / residential unit with an own bathroom and kitchen it shall be prohibited to leave such room / residential unit.
2. In case of a common kitchen and sanitary facilities, a time band shall be designated for the parties subjected to a quarantine obligation to visit the sanitary facilities and the kitchen, in which time band only the persons subjected to a quarantine obligation shall be allowed to stay at the premises concerned, and only by wearing a mask and disinfecting their hands on an on-going basis. Such premises shall be required to be disinfected after such time band use, to be performed by cleaning personnel during working hours, and by a duty service or voluntary students in agreement with the students' interest representation organization outside working hours.
3. In case of students with symptoms, the quarantine shall be lifted after negative PCR test results.
4. In case of a positive test, both the student with symptoms and their room mates and residential unit partners shall be quarantined. Room mates and residential unit partners shall be obligated to carry out PCR tests.
5. Designated quarantine accommodation in case of a positive result:
  - persons with a domicile in Hungary shall primarily be returned home; if this is not feasible, quarantine accommodation shall be required to be used.
  - for international students, quarantine accommodation shall be designated by the university.
6. Premises for quarantine accommodation:
  - Székesfehérvár: 8000 Székesfehérvár, Hosszúsétatér 8. A segregated corridor
  - In Budapest: a complete residential unit, a complete floor or a complete wing of the member student hostel concerned, possible to be segregated as being affected.
7. People subjected to quarantine are required to take care of themselves by home delivery service. In case of services that cannot be arranged this way, member student hostel staff or voluntary students shall secure shopping and procurements during working hours.



8. Goods received by home delivery or secured by staff or voluntary students are required to be handed over on the principle of “clean premises”, that is, by avoiding direct contacts, in a sluice gate manner.
9. Having regard to febrile diseases, each member student hostel is required to be provided with several types of fever reducers and preparations to promote respiration; the director of the student hostel shall procure that they are purchased at general student hostel level.
10. Managers of member student hostels shall be responsible for making quarantine arrangements.
11. Managers of member student hostels shall inform the director of the student hostel on a daily basis in respect of people subjected to a quarantine obligation and any changes of data related to infections, and the latter shall consolidate and process them with reference to the student hostel.
12. Voluntary students taking part in quarantine provisioning shall be obligated to fill in a declaration of commitment and non-disclosure.
13. Voluntary students taking part in quarantine provisioning shall be entitled to pro-rata student hostel fee reductions in proportion to the period concerned.
14. Quarantine relief
  - in case of a contact person, the expiry of the designated quarantine period;
  - in case of a person with symptoms, following the expiry of the treatment period ordered by the general practitioner;
  - in case of a student who received an evidenced COVID+ test result, the negative test result received after recovery.

#### 6.7 Procedure to be followed by employees working in the area of the student hostel in case of a suspected or actual disease at the student hostel

1. In case of employees working in the area of the student hostel – irrespective of organizational unit classification –, employees shall be obligated to consult their medical practitioner immediately if COVID-19 symptoms appear.
2. The general practitioner shall decide whether it is necessary to have a PCR test carried out or to send the employee concerned on sick leave.
3. Employees may return to the student hostel to work in possession of an earning capacity document issued by the general practitioner or the occupational health service provider.



## 7 Transitional and closing provisions

1. Depending on the current pandemic situation, the Rector
  - may regulate the criteria for organizing programs;
  - may order a shift to online education in respect of certain courses, Faculties, or the entire University.
2. In the event of any aggravation of the pandemic situation at the Student Hostel,
  - reception of visitors may be suspended separately as per member student hostel or in respect of the entire Student Hostel by a special measure. Suspension of the reception of visitors may be ordered by the Director of the Student Hostel in his own sphere of authority.
  - stricter headcount limits for or a complete prohibition of holding programs shall enter into effect, either as per member student hostel or in respect of the entire Student Hostel. Program restrictions may be ordered by the manager of the member student hostel concerned, and by the Director of the Student Hostel in respect of the entire Student Hostel, in their own sphere of authority.
  - the University may order the partial or complete vacation of the Student Hostel. In the event of vacation, the student hostel relationship shall be suspended, and students shall be exempted from student hostel fee payments for the months not yet commenced. In the event of partial vacation, students having immunization certificates shall be favored in terms of staying at the student hostel.

Dated: Budapest, 15. 11. 2021.