



## COLLECTION OF DECISIONS AND ORDINANCES OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

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### **Rector's ordinance concerning testing employees to detect the presence of the SARS-CoV-2 virus**

#### **Article 1**

##### **Introductory provisions**

1. The University of South Bohemia in České Budějovice (hereinafter as 'USB') has been placed under an obligation by the extraordinary measure of the Ministry of Health, ref. no. MZDR 9364/2021-1/MIN/KAN, as amended, from 5 March 2021 to perform employee testing to detect the SARS-CoV-2 virus. This obligation will remain in place until 30 June 2021. In view of this, the USB Rector has issued this ordinance that addresses the USB procedure concerning employee testing.

#### **Article 2**

##### **Employee obligation to undergo testing**

1. In-person presence of employees at all USB places of work has been prohibited since 17 March 2021 unless employees undergo testing to detect the presence of the SARS-CoV-2 virus, the result of which is negative, in the prior 7 days, or unless an exemption from testing applies.
2. The following employees are not required to undergo the test to detect the presence of the SARS-CoV-2 virus as per the preceding section.
  - a. Employees who perform their work outside their permanent place of work (home office).
  - b. Employees who suffered the COVID-19 disease that was confirmed in a laboratory, and their period of isolation pursuant to the current extraordinary measure of the Ministry has passed. Additionally, they have not been displaying any symptoms of the COVID-19 disease, and no more than 180 days have passed since the first positive POC antigen test to detect the presence of the antigen of the SARS-CoV-2 virus or the RT-PCR test to detect the presence of the SARS-CoV-2 virus.
  - c. Employees who have been vaccinated against the COVID-19 disease and prove that:
    - at least 22 days, but no more than 90 days if the second dose is not administered, have passed since the administration of the first dose of the vaccination substance in the case of a two-dose system according to the Summary of Product Characteristics (hereinafter as the 'Summary'),
    - at least 22 days have passed, but no more than 9 months if the second dose was administered, since the administration of the first dose of the vaccination substance in the case of the two-dose system according to the Summary,



- at least 14 days have passed, but no more than 9 months, have passed since the administration of the dose in the case of the single-dose system  
and the vaccinated person is not displaying any symptoms of the COVID-19 disease.
- 3. The fact that the exemption as per section 2(a) applies – i.e. the fact that the employee in question does not perform his or her work at the permanent workplace (home office) – must be properly recorded in the employee's working time record.
- 4. Employees provide evidence of the fact that exemptions under section 2(b)(c) apply to authorised personnel at the corresponding constituent part of USB – human resources office of the corresponding constituent part of USB by a confirmation issued by a provider of healthcare services. Evidence that conditions under section 2(c) have been met is provided by submitting a confirmation of administration of the dose of the vaccination substance, a certificate of absence of infection or by a similar confirmation.

### Article 3

#### Testing method and records

1. In order to comply with the requirement to undergo a test under article 2, USB has placed all employees, who are not exempt under article 2(2), under an obligation to undergo testing to detect the presence of the SARS-CoV-2 virus performed at the following locations and within set hours.
  - a. Employees of the Faculty of Arts, Economics, Agriculture, the Academic Library, D&R, and detached places of work of the Faculty of Education on the Na Sádkách street.  
The entrance lobby of the Rectorate and the Faculty of Arts, i.e. the selected part accessible by the side entrance – every Friday 8:00–16:00.
  - b. Employees of the Faculty of Education, the Faculty of Theology, the Goethe Centre, and the British Centre.  
The Faculty of Education, Jeronýmova 10 – room J114 – every Monday 10:00–16:00.
  - c. Employees of the Faculty of Health and Social Sciences, and the Faculty of Fisheries and Protection of Waters whose regular place of work is in České Budějovice.  
The Faculty of Health and Social Sciences, Boreckého 27 – every Tuesday 11:00–14:00.
  - d. Employees of the Faculty of Fisheries and Protection of Waters whose regular place of work is in Vodňany and Nové Hradky.  
Dates and locations are set by a measure of the Dean of the Faculty of Fisheries and Protection of Waters.
  - e. Employees of the Faculty of Science.  
Dates and locations are set by a measure of the Dean of the Faculty of Science.
  - f. Employees of the Rectorate and the CIT.  
The entrance lobby of the Rectorate and the Faculty of Arts, i.e. the selected part accessible by the side entrance – every Friday 8:00–16:00 or according to availability as part of testing at the Faculty of Science.

Employees may be given a specific time at which they are required to undergo testing.

2. Mandatory testing of employees tested according to the preceding article 1(a)(b)(c)(f) will be provided by Pertica, s.r.o.; testing according to the preceding article 1(d)(e) is organised by deans of respective faculties.
3. Employees who refuse testing or receive a positive test result will not be permitted entry to their places of work. Subsequent steps will be taken according to current epidemiological measures and the Labour Code.



4. Should an employee not be able to be present at mass testing under section 1 in extraordinary circumstances, they may use tests to detect the presence of the antigen of the SARS-CoV-2 virus – upon agreement of the Rector, Bursar, deans or directors of the constituent part – that are available to USB and that may be used by a non-professional and are listed among tests permitted by the Ministry of Health. Employees are required to confirm undergoing the test, as outlined in this section, by an affidavit, all prescribed details of which are completed including the test result. The record of tests performed this way will be kept by authorised personnel – human resources office of the corresponding constituent part.
5. The employer, or the external provider (Pertica, s.r.o.) secured by the employer, will keep records of performed tests of employees for the period of time during which the employer is under the obligation to perform mandatory employee testing, and subsequently for the period of time necessary for performing checks of payment processing and claims that may arise in the context of testing.

#### **Article 4**

##### **Applicable procedure when a positive test result occurs**

1. In the case that the test result of an employee is positive, the employee is required to notify his/her superior. Furthermore, the employee is required to notify his/her registered provider of outpatient care in the field of general medicine or in general medicine for children and adolescents, without undue delay.
2. In the case of performing the test at the place of work, the employee whose test result is positive is required to immediately leave the place of work and notify his/her registered provider of outpatient care in the field of general medicine or in general medicine for children and adolescents, concerning the test result. Should an employee not be able to notify the provider of outpatient care as outlined in the first sentence, he/she is required to contact another provider of healthcare services or the competent body for the protection of public health (Regional Public Health Office of South Bohemia).

#### **Article 5**

##### **Final provisions**

1. This ordinance rescinds the Rector's ordinance R 470.
2. This ordinance shall take effect on 9 June 2021 and ceases to have effect on 1 July 2021.

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Made by: USB Legal Office

Distribution list: USB management, deans of faculties, directors of other constituent parts of USB, faculty secretaries