COVID-19 Coronavirus

GUIDELINES OF THE RECTORATE ON PREVENTION IN RELATION TO COVID-19

Status: 1 May 2020, 7.30 p.m.

These guidelines replace those of 16 March 2020. They are valid from 11 May 2020 and until further notice.

In connection with COVID-19, the Rectorate publishes guidelines concerning teaching, research, staff, the opening of the premises, specific offers, meetings within the University, travel and the organisation of events.

The Rectorate is constantly examining the situation and is working closely with the relevant authorities. It regularly updates these guidelines. The updated version of the guidelines as well as the latest information is available on the special website of our university.

A. In general

In view of and in compliance with the decisions of Federal Council taken on 29 April 2020, the Rectorate has decided a certain easing of the prevention measures in relation to COVID-19 and the opening respectively a gradual resumption of sites and activities at the University from 11 May 2020. It is nevertheless a question of remaining prudent and vigilant.

Teleworking remains the preferred way of working. However, activities that require the physical presence of staff members at the various university sites will be able to resume from 11 May 2020; all other work should continue to be carried out remotely. The objective here is to avoid a resurgence of the epidemic.

The preventive measures issued by the Federal Council and the recommendations and protective measures of the Confederation must be strictly adhered to.

B. Teaching and Examinations

On site teaching remains suspended. For details, please refer to the special website of our university.

With regard to the organisation of the June 2020 exam sessions, the guidelines of the Rectorate of 6 April 2020 apply: Please also consult the websites of the faculties SciMed, Lettres, IUS, Theo, SES.

C. Research

Teleworking is still recommended for all research activities that can be carried out remotely. However, it is permitted to return to the location or workplace to carry out certain activities that are difficult to perform
remotely (e.g., laboratory work). It is the responsibility of supervisors / heads of units/groups/faculties to draw up attendance plans for their own employees, for which they are responsible. The general rules as well as the rules for persons at risk must always be respected (see the document "General rules for prevention" published on the website).

In addition, the following principles are strongly recommended:

- Occupation of a maximum of two work places (laboratory sections, microscopes, etc.), in order to guarantee a distance of two metres;
- Alternation of people working in a given room, while always maintaining the same groups, in order to limit contacts between colleagues;
- Staggered work schedules to avoid peak hours;
- For tasks requiring work at close range, an exchange or a joint use of equipment or for people at risk, personal protective equipment (masks and/or disinfectant) can be ordered and purchased from the Central laboratory service (SciMed-shop) or the central material shop at Miséricorde. See the opening hours on the respective websites.

D. Staff

Although telework continues to be the rule, a return to the site respectively the workplace is however allowed in order to carry out certain activities that are difficult to accomplish in telework. It will be up to the superiors of the entities to define attendance plans for their own employees, for which they will be responsible and for which the general rules and those for persons at risk will always be respected (see the document "General rules on prevention", published on the website).

In addition, once again, the following principles are strongly recommended:

- Occupation of a maximum of two workplaces (offices, workshops, etc.), in order to guarantee a distance of two metres;
- Alternation of people working in a given room, while always maintaining the same groups, in order to limit contacts between colleagues;
- Staggered work schedules to avoid peak hours;
- In the event of an activity requiring a presence within two meters of another person or an exchange of equipment (computer, key, etc.) or for persons at risk, personal protective equipment (masks and/or disinfectant) can be ordered and purchased from the Central laboratory service (SciMed-shop) or the central material shop at Miséricorde. See the opening hours on the respective websites.

E. Opening of the premises

The buildings remain in principle closed to students, with exceptions for libraries, examinations and research (in particular laboratory research).

For libraries see library information.

On the other hand, for entities/groups/departments/faculties which would foresee the accomplishment of tasks on site (according to letters C. and D.), the buildings will be open, according to the following schedule:

- Working days, from 6:45 a.m. to 6:45 p.m.
- Saturdays, Sundays and holidays: closed.

F. Specific offers

F.1 Libraries

The activities of libraries will be gradually extended, with the establishment of a special regime which will have to comply with the rules and preventive measures. In principle, lending services will be made
available again, according to the conditions defined by each library. Precise and up-to-date information can be found on the library portal.

**F. 2 Official University counters**
The opening of the University's counters will be gradual and according to needs. Please consult each respective web page in order to find out the status and rhythm of opening.

**F.3 University restaurants and cafeterias**
University restaurants and cafeterias will gradually open their doors, starting on 11 May 2020. See the restaurants' website for details of opening times/days/times.

**F.4 University Sports Department**
Fitness rooms and gyms remain closed. For the rest, some outdoor sports activities will be possible again from 11 May 2020. The range of offered sports can be found on the website of the Sports service. All offers are subject to registration (online reservation) and are usually limited to a maximum of four participants.

**F.5 University nursery school**
It is planned that the University's crèche will open its doors from 11 May 2020, ensuring compliance with the decisions of the government of Fribourg (Conseil d'Etat). The crèche will inform each parent individually of the arrangements that will be made.

**G. Internal meetings at the University**
Meetings should preferably take place via the software MS Teams. MS Teams can be accessed from the corresponding page of the IT service catalogue (in German or French), or by logging in directly at teams.microsoft.com with your university ID (e-mail address @unifr.ch and password). However, the organisation of meetings / gatherings up to 5 people is easily possible, respecting the rules of distance and hygiene.

**H. Travel**
The FDFA continues to discourage non-urgent travel abroad. Consequently, foreign travel related to professional activities remains prohibited for employees of the University until further notice. Private travel is also strongly discouraged.

**I. Organisation of events**
Events (in particular symposia, conferences and further training courses) are not permitted until at least 8 June 2020.