



21.10.2021.

Rīga

Nr. 5-1/546/2021

### **On organisation of the study and work process during the state of emergency**

In order to ensure the introduction of the requirements of the Cabinet of Ministers Order No 720 of 9 October 2021 On the Announcement of the State of Emergency (hereinafter - the Emergency Cabinet Order) at Rīga Stradiņš University (hereinafter - RSU),

it is DECREED that:

1. From 21 October 2021 to 15 November 2021, on-site study process has to be suspended and studies have to be provided remotely in accordance with the study programme and its plan, except for placements (conducted in medical facilities on site) in the professional healthcare study programmes in regulated professions and specialties, including medical residency.
2. From 21 October 2021 to 15 November 2021, the academic and general staff of RSU shall perform their duties remotely, except for the cases specified in Paragraph 4 of this Decree.
3. The period laid down in Paragraphs 1 and 2 of this Decree may be extended, and it will be assessed according to the provisions of the Emergency Cabinet Order and depending on the epidemiological situation in the country.
4. The following people may stay in RSU premises in person:
  - a) Staff who provide critical functions and continuity and are unable to carry out their duties remotely at their place of residence. Any of these employees must have a valid Covid-19 vaccination or recovery certificate.
  - b) Staff, whose work on site is necessary to fulfil their duties in order to ensure the continuity of the research institution activity, maintain the infrastructure, preserve living natural resources and meet the obligations in the projects in accordance with the provisions of the Emergency Cabinet Order.
5. The principle of staying on site for the minimum period of time must be strictly observed. As far as possible, face-to-face contact between employees shall not be allowed.
6. RSU does not provide services (provision of information and certificates, library services, etc.) on-site.

7. The staff responsible for the placement shall have the duty to ensure that the epidemiological safety requirements and other instructions of the third parties (medical institutions, clinical base units, placement locations, etc.) are strictly followed by RSU and RSU students when conducting placements.

8. Students are entitled to stay at the Halls of Residence, if they have a recovery or vaccination certificate. The Halls of Residence shall be regarded as the place of residence for residents of the Halls during the stay- at-home period.

9. In order to fulfil the conditions referred to in Paragraph 4 of this Decree, the Head of each structural unit shall draw up a work schedule for a calendar week for employees, indicating the employees who work on site on a specific date or period. The work schedule must be sent by e-mail to RSU Human Resources Department for approval: [personals@rsu.lv](mailto:personals@rsu.lv).

10. Every day upon arriving at RSU premises, all staff working on site (including fully vaccinated and recovered persons) shall certify in writing (paper document or digital form) that they have no symptoms of acute respiratory infection, and that they have not had direct contact with people subject to isolation, home quarantine or self-isolation. Employees may not stay in RSU premises without providing confirmation.

11. Students and staff must reduce face-to-face contacts and gatherings both during and outside the study process, without participating in public events and avoiding places where people gather.

12. This Decree shall enter into force on 21 October 2021 and shall be valid until 15 November 2021. During the period of validity of this Decree, the provisions of the Rector's Decree No. 5-1/434/2021 of 23 August 2021 "On organisation of the study process under conditions of the spread of Covid-19 infection" shall be applicable insofar, as they do not contradict the provisions of this Decree. The condition regarding the percentage of studies to be conducted on site included in RSU decrees shall not be applicable. The Heads of structural units may independently take a decision regarding the organisation of remote studies, informing the Dean of the Faculty about the changes in the organisation of the study process.

13. E.Šauers, Director of the Communication Department, shall ensure that this document is available on RSU website and is circulated to RSU staff. The Study Department shall ensure that this document is immediately available on the student portal MyRSU, whereas RSU Translation Project Managers shall provide immediate translation of the document into English.

14. The Records Management and Archives Department shall acquaint all employees and the President of the Student Union's Board with this Decree.

Rector

A. Pētersons

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ELECTRONIC SIGNATURE AND CONTAINS A TIME STAMP

