

ANNEX NO. 1 TO DEAN'S DECISION NO. 8/2020

Layout and conditions of presence forms of teaching in the faculty premises for teachers and students of bachelor, master and doctoral study programmes

- 1) By a resolution of the extraordinary measures taken by the Ministry of Health of the Czech Republic from May 19, 2020 and Act no. 258/2000 Coll. on the protection of public health the personal presence of students studying at the university is allowed only when the condition of maximum of 15 students at a group and other conditions regulated by this annex are followed.
- 2) Presence at the faculty premises for students and teachers is allowed during the working hours.
- 3) For reasons of health protection and the need to follow the instructions of the Ministry of Health, the presence of teachers and students in teaching and examinations in the faculty will be spatially and temporally scheduled.
- 4) The course of examination period is regulated by the Annex no. 4 of Dean's Decision no. 7/2019. During the written examinations, the presence of students and teachers is scheduled according to the registration in the BUT IS (Studis, Apollo). Presence is also possible for supervision of exams, even among doctoral students. Students are obliged to attend exam no earlier than 15 minutes before the start and leave the exam room immediately after the exam. In the case a student does not fulfill other study obligations (consultations, etc) on the premises of the faculty, he/she must leave the FA immediately after the examination.
- 5) In cases where it will not be possible to complete the teaching by means of distance communication, full-time teaching will be allowed. Teachers will be assigned rooms where, at their own discretion, they will allocate a workplace to a maximum of fifteen students per one assigned room. Spacing between assigned workplaces resp. students must be min. 1,5 meters. The leader of the designated group must have a permanent composition so as not to expand the circle of persons with whom the group meets. Depending on the allocation by teachers, access to individual rooms will be provided as follows.

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.:	A216
doc. Ing. arch. Josef Kiszka:	A214, A209
Ing. arch. Marek Štěpán:	A214, A209
Ing. Michal Palaščík:	A212
Ing. arch. Radek Toman, Ph.D., MgA.:	A304
Ing. arch. Vojtěch Jemelka:	A304
Ing. arch. Jiří Marek:	A219
Ing. arch. MArch Jan Kristek, Ph.D.:	A311
mgr inž. arch Szymon Rozwalka:	B660
Ing. arch. Petra Žalmanová, Ph.D.:	A218
Ing. arch. Vítězslav Nový:	A212
doc. Ing. arch. Jiří Palacký, Ph.D.:	A206
doc. Ing. arch. Karel Havlíš:	A313
doc. Ing. arch. Maxmilian Wittmann, Ph.D.	A313
Ing. arch. Luboš Františák,:	A302

prof. Ing. arch. Hana Urbášková, Ph.D.:	A301
doc. Ing. arch. Ivo Boháč, Ph.D.:	A417, A411
prof. Ing. arch. Helena Zemánková, CSc.:	A417, A419
Ing. arch. Jan Foretník, Ph.D., Ing. arch.:	A205
Ing. arch. Barbora Ponešová, Ph.D.:	A205
Ing. arch Jan Kratochvíl	A307
doc. Ing. Monika Petříčková, Ph.D	B803, B804
akad. mal. Mílada Gabrielová – kreslirna	B920
MgA. Jan Šebánek, Ph.D.– krreslirna 007	B920, 007
doc. Ing. arch. Gabriel Kopáček, Dr.	A316
prof. Ing. arch. Vladimír Šlapeta, DrSc.	A413
prof. Ing. arch. Jan Koutný, CSc.	A413
RNDr. Hana Koutná, Ph.D.	B720, B750, B760
doc. Ing. Jan Viktorin, CSc.	B720, B750, B760

6) In the case the capacity of the allocated room will not be sufficient any more, the teacher will ask the Vice-dean for education for an additional room and time of access during any time. Similarly, if no room has been allocated to a teacher and at any time during the course the presence of the teacher and students will be required for teaching, such a teacher will request the allocation of a room and access time to the Vice-dean for education.

7) Everybody attending the consultation is recommended to 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 is also recommended to use 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. The protective equipment must be used always when the 1,5 meter distance from academics can not be kept.

8) 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 of the consultation

9) The teacher or student is obliged to report to the reception immediately after arrival and use the employee/student card at arrival and departure so that his/her presence in the building is recorded in the information system.

10) Students are obliged to sign an affidavit on infectiousness electronically at <https://vut.cz/bezinfekcnost> before the beginning of consultation.

Affidavit 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.

11) After entering the faculty building, students must stay only in the assigned teaching 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.

12) 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 teaching room and ventilate often
- c) try to limit the time spent in one room with more people and do only the most necessary activities which cannot be done remotely.