



# **Mandatory rules of conduct for the employees of the Transilvania University of Braşov at their working place**

## **■ Upon entering the university buildings:**

- your body temperature will be checked;
- **! employees with a temperature higher than 37.3°C are forbidden access to the university buildings.**

## **■ In the university buildings:**

- it is mandatory to wear a protective mask to cover your nose and mouth;
- you must keep a distance of at least 1.5 m from other people;
- go strictly to the place where you have something to solve;
- if the problem can be solved online, please send a message so that we can help you avoid moving among different working areas.

## **■ Strictly follow the rules of personal hygiene recommended by the authorities:**

- if you sneeze or cough, cover your mouth and nose with a disposable napkin and throw it immediately in the garbage bin;
- do not touch your eyes, nose or mouth with unhygienic hands;
- wash your hands with water and soap for at least 20 seconds and disinfect them whenever necessary.

## **■ Strictly follow the rules of general hygiene recommended by the authorities:**

- disinfect the work area and the objects necessary in your own activity;
- avoid staying in the common-use spaces;
- frequently air the indoor spaces where you work (at least once a day);
- do not often move to other places than the area of your working places unless this is imposed by special requirements!

## **■ Limit contact with other people to a maximum of 15 minutes if the distance from them is less than 1.5m.**

**Stay home if you have flu or cold symptoms (cough, fever, difficulty breathing) and call your family doctor for advice!**

**Immediately notify your superior directly if you experience symptoms of COVID-19 virus (cough, sneezing, rhinorrhea, difficulty breathing, fever, poor general condition)!**