



UNIVERSITAS SCIENTIARUM SZEGEDIENSIS
SZEGEDI TUDOMÁNYEGYETEM

Coronavirus Operative Committee

Reg. No.: IKT/5-790/10/2020

Subject: Circular No. 11/2020. (III.17.) on regulating the establishment of employment and further orders on employment

To all Heads of Units of the University of Szeged

Respected Head of Unit,

With the agreement of the Chancellor and the Rector, confirming the provisions previously issued in the decisions of the Coronavirus Operative Committee and the Rector's and Chancellor's Decisions, pending further official action or instructions from senior management, the following orders are issued:

Previous measures imposed currently in force:

1. **Healthcare workers**, as defined by Act CLIV of 1997 on health (*health care workers* are physicians, dentists, pharmacists, others with advanced health care qualifications, those with vocational health care qualifications, or those without qualifications involved in delivering health services), **shall only be allowed to leave the territory of Hungary with the special permission of the Minister** responsible for the relevant sector.

We do emphasize that this measure not exclusively applies to healthcare workers currently working in patient-care, but also to all employees of any department of the University of Szeged.

2. As regards all **other employees and students** of the University of Szeged, journeys abroad cannot be ordered and **travel abroad for professional purposes cannot be authorized** irrespective of the country of destination.
3. Practisers of employer rights shall inform all employees that they should suspend and refrain from **travelling abroad for private purposes**, if possible, to maintain their personal safety and the smooth operation of the organizational units of the University of Szeged.



6720 Szeged, Dugonics tér 13.
e-mail: coronavirus.jelentes@rekt.szte.hu



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4. From the day of the issuing of this circular, under the provisions of Act I of 2012 on the Labour Code, Article 146(1)–(2), those who have **returned from abroad** (and not only from high-risk areas!) **since 11th March 2020** are, without delay, to **be exempted from work (downtime) for 14 days with absentee pay for the duration of leave**, starting from the day following their return.
5. If employees decide to travel to any foreign country at their own risk after 17th March 2020, they shall accept **liability under labour and criminal law** for any consequences. In the event of a declaration of incapacity to work, the employee shall be entitled to social security benefits or the employer may use the annual leave available to said employee. In the absence of a medical certificate, the employee shall qualify for approved unpaid absence for 14 days starting from the day following the employee's return.
6. Employees **who travel abroad in spite of the prohibitions and recommendations** and who, after the end of their authorized leave, are unable to fulfil their duties through their own fault **may be subject to further labour law sanctions imposed by the University**.
7. For further clarification of rules and regulations concerning incapacity to work, please refer to the following link (available in Hungarian):

<https://www.nnk.gov.hu/index.php/lakossagi-tajekoztatok/koronavirus/553-tappenzinformacios-osszefoglalo-a-covid-19-virus-fertozessel-kapcsolatban>

New provisions concerning employment:

8. **With the exception of Albert Szent-Györgyi Health Centre and the Faculty of Dentistry**, as a general rule, no employment relationship (public service employment, regular employment, service contract, volunteer contract) may be established at the University of Szeged **starting on March 18, 2020 until further notice**.
9. **In exceptional cases**, in order to ensure the basic operation of the University, or given the current state of emergency, having regard to virological duties the University needs to perform, **the Coronavirus Operative Committee may authorize** the establishment of employment relationships.
10. In those cases **when the decision has already been made for the establishment of an employment relationships prior to the publication of the present provisions**, or the





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employer has a confirmed obligation to make an offer with regard to employment, the employment relationship **is allowed to be established**.

11. Provided that the nature of their tasks and the technical conditions permit, public service employees **may perform their occupational duties, in whole or in part, remotely** while their individual entitlements remain unchanged. Direct supervisors are in charge of assessing technical conditions, identifying and assigning tasks and taking necessary organizational measures in order to maintain basic operation.
12. It is a priority for the University of Szeged to maintain employment relationships with those employees, too, **who experience significant difficulties or an increased risk in going to work** (especially those who have no one else to supervise their children under the age of 12, who live with senior persons in the same household, who have a higher health risk due to a chronic disease or pregnancy). In their case, superiors are **highly encouraged to order remote work**. If the conditions are lacking and the employee cannot be present at their place of work, the employee may take **paid leave** and request the rescheduling of their rest days. In addition, the employee may take unpaid leave or, having regard to the state of emergency, may be released from their work and availability obligations as justified, unpaid absence.

Special provisions for students

Visiting the buildings of the higher education institutions is still prohibited for students, except in the following cases:

13. Sixth year General Medicine students, as well as Dentistry and Pharmacy students may continue their clinical and professional practice during the period of general prohibition of practical trainings.
14. Students participating in doctoral programmes and have completed the complex examination (third and fourth year students), may visit the university buildings for research purposes, but only in small groups (maximum 5 persons) at a time.
15. Students with a public servant status with the University may enter the buildings of the University of Szeged for work purposes, subject to the rules applicable to employees. Students with other employee status with the University of Szeged (e.g.: public service employment, regular employment, service contract, volunteer contract) may only visit the buildings of University of Szeged with the special electronic permission of the Coronavirus Operative Committee.



