

Measure of the Dean of the Faculty of Science of MU No. 5/2020**PERSONAL DATA PROCESSING IN CONNECTION WITH COVID-19
INFECTION**

In accordance with Art. 28(1) of Act No. 111/1998 Sb., on Higher Education Institutions and the Modification and Amendment of Other Acts (Higher Education Act), as subsequently amended (hereinafter referred to as the "Higher Education Act"), I hereby issue this directive:

(effective as of July 27, 2020)

Section 1

Introductory Provisions

This Measure sets forth the obligations of MU employees as well as the procedure for processing special categories of personal data of MU employees for the purpose of health protection of Masaryk University (hereinafter referred to as "MU") employees and students.

Section 2

MU Employee Obligations

- (1) All employees of the Faculty of Science MU are required to inform their direct supervisor without undue delay of:
 - a) having been ordered or recommended quarantine or isolation,
 - b) the fact that came in touch with or that they live in the common household with a person who:
 - i. has tested positive for SARS-CoV-2,
 - ii. has been ordered quarantine or isolation
 - c) the fact that they came in contact with a person who might be SARS-CoV-2 infectious,
 - d) being tested themselves for SARS-CoV-2 as specified in a) to c) and the results of the test.
- (2) All employees of the Faculty of Science MU are required without undue delay to inform their direct supervisor after they identify a change in facts stated in subsection 1 (e.g. new testing, termination of the quarantine or isolation).
- (3) The direct supervisor will, without undue delay, notify the Head of the Personnel Office (and the director of the respective department) in cases described in (2). The

Faculty of Science MU

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Head of Personnel Office will immediately notify the manager of the Crisis Committee MU and the Dept of work safety SCI

Section 3

Responsibilities of direct supervisors, head of departments

- (1) Should an employee report being in contact with a person, as described in article (2) parts b) and c), but shows no symptoms, the direct supervisor will identify all persons that have been in direct contact (in closed environment within less than 2 meters distance for more than 15 minutes) with this employee. The direct supervisor will notify them and advise them to monitor their health and report any SARS-Cov-2 symptoms. These employees will be on home office agreement for 14 days or till negative test results are provided.
- (2) Should an employee report any symptoms (elevated temperature, cough, difficulty of breathing) the direct supervisor will identify all persons that have been in direct contact (in closed environment within less than 2 meters distance for more than 15 minutes) with this employee. The direct supervisor will notify them and advise them to monitor their health and report any SARS-Cov-2 symptoms. These employees will be on home office agreement for 14 days or till negative test results are provided. The employee will follow his/her physician's instructions.
- (3) Should an employee test positive for SARS-Cov-2, he/she will follow the instructions of his/her physician and the Dept of Health. The employee must notify his/her direct supervisor

Section 3

Final Provisions

- (1) The Personnel Dept of SCI is responsible for interpretation and compliance with this measure.
- (2) This Measure is effective as of July 27, 2020.

In Brno on July 27, 2020

doc. Mgr. Tomáš Kašparovský, Ph.D.
dean SCI MU