

WARSAW UNIVERSITY OF TECHNOLOGY

Decision No. 19/2020 of the Rector of the Warsaw University of Technology of March 17, 2020

on the limitation of the obligation to perform work duties within the premises of the Warsaw University of Technology from 18 to 25 March 2020

Pursuant to Article 23(1) of the Act on Higher Education and Science of July 20, 2018 (Dz. U. [Polish Journal of Laws] of 2020, item 85), in connection with the Regulation of the Minister of Science and Higher Education of 16 March 2020 amending the Regulation on temporary limitation of the functioning of certain entities of the system of higher education and science in relation to the prevention, counteraction and control of COVID-19 as well as the information for rectors in relation to the limitation of the obligation to perform work within the premises of the Warsaw University of Technology of March 16, 2020, it is ordered as follows:

Article 1

Within the period from March 18, 2020 to March 25, 2020, the obligation of the employees of the Warsaw University of Technology (PW) to perform work on the University premises is limited only to cases necessary to ensure the continuity of the functioning of the University in the following scope:

- 1) administrative and financial services;
- 2) operation of specialized laboratories;
- 3) ensuring security of PW buildings and premises;
- 4) ensuring the continuity of the functioning of the IT system at the University.

Article 2

1. The Chancellor, the Bursar, and the heads of organizational units will identify employees and determine the dates of performing work on University premises, for purposes of necessary administrative and financial services.
2. The Director of the Informatization Centre of the Warsaw University of Technology will identify the employees and indicate the dates for necessary performance of work on PW premises in order to ensure the continuity of IT services at the University.
3. The main users of the facilities will prepare a duty roster identifying the employees in order to provide the necessary protection and technical security measures for the buildings and premises of the Warsaw University of Technology.
4. The heads of organizational units responsible for the operation of the specialized laboratories will identify the employees and indicate a duty roster necessary to maintain the continuity of the operation of the laboratories and the fulfilment of the obligations incurred earlier in relation to commissioning entities.

Article 3

The persons referred to in Article 2 shall immediately provide specific information to the Rector of Warsaw University of Technology by March 18, 2020, by 2:00 p.m. at the latest.

Article 4

1. The remaining employees shall not perform work duties on University premises in the period specified in Article 1.
2. Where possible, heads of organizational units shall organize remote work for all employees of their respective units.

Article 5

This Decision shall enter into force on the day of its signature.

THE RECTOR

Professor Jan Szmidt, PhD hab., Eng.