

BOEL de 3 de agosto de 2020

**Resolution from the President of Universidad Carlos III de Madrid establishing protocol for actions in light of safety incidents that could increase the risk of spreading Coronavirus (SARS-CoV-2) at Universidad Carlos III de Madrid.**

The University Government Council, in its session of October 31, 2013, adopted the Plan for Health and Safety at the Workplace as the chief instrument established by legislation in force to formally regulate any and all prevention measures to be taken in any area of work at the University.

In view of the current health crisis and the resumption of face-to-face activity at the University, on June 19, 2020, the University Manager issued the *“Plan for Workplace Health and Safety for exposure to SARS-CoV-2 in the resumption of face-to-face activity at Universidad Carlos III de Madrid”* aimed at adopting the necessary measures to limit the spread of the virus in the work and academic environment, especially taking into account the recommendations for good practices at the workplace: Measures to prevent the spread of COVID-19, dated April 17, 2020, as well as Procedures to follow for Workplace Health Services for exposure to SARS-Cov-2, dated May 22, from the Spanish Health Ministry. This Plan for Prevention is chiefly aimed at professors and researchers, administrative and service staff and any personnel from companies contracted to provide services at the University.

In addition, the recently approved *“Guide for a safe return to the classroom”* specifically geared toward University students, includes information on hygiene measures put into effect by the University to ensure the cleanliness and disinfection of the University spaces and premises, hygiene and health recommendations to prevent infection from SARS-Cov-2, and safety regulations for students while they are at the University.

All of the measures included in these documents are of mandatory compliance to guarantee the health and safety of everyone in diverse University activities and its spaces and premises. Their incompliance could lead to adoption of appropriate disciplinary measures as well as, where applicable, criminal liability for endangering the

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public health.

For that purpose, in the case where an incident occurs that could risk spreading SARS-Cov-2, and to guarantee the safety of the entire University Community and other users, the following protocol will be observed:

**First.** Notwithstanding the responsibility that first and foremost corresponds to each individual for duly complying with safety and hygiene measures to prevent infection from SARS-Cov-2, the following persons can request compliance if they observe behavior or actions that could suppose a risk:

- a) The Security Service personnel can request compliance from professors and researchers, administrative and service staff, students, personnel from companies contracted by the University to provide services, and any other users of its facilities.
- b) Professors and researchers during classes and other face-to-face teaching activities in the classroom, lab or office where they take place, can request compliance from the student participants.
- c) The heads of different university bodies, where applicable, or whoever calls any meeting to be attended in person, can request compliance from those in attendance.
- d) The head office of the departments or research institutes and heads of administrative services, in the area of their respective competences, can request compliance from the members of these entities.

**Second.** In the case where the individual does not comply with the request, an official report will be filed, describing the responsible party and the events, as well as the place, date and any other relevant circumstance of the incident.

**Third.** The following entities will be notified of such incidents:

- In the case of professors or researchers or doctoral and graduate students, incidents will be reported to the Vice-Rector for Faculty or the Vice-Rector of Studies, respectively, to be communicated to the President where applicable.
- For administrative and services staff, personnel from outside companies contracted by the University, or any other user of the same, such incidents will be communicated to the University Manager.

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- For University undergraduate students, the Office of the School where the student is enrolled will be notified of the incident.

When applicable the communication could also include reasoned request for initiation of a disciplinary process.

in Getafe, on the date of the electronic signature

PRESIDENT  
Fdo. Juan Romo Urroz