

PLAN OF MEASURES

For the implementation of prevention measures of the SARS-CoV-2 spread upon the beginning of the 2021-2022 academic year at Babeş-Bolyai University in Cluj-Napoca

1. OBJECTIVE

The provisions of the current Plan of Measures aim to establish the implementation of measures for **organising the activity with Babeş-Bolyai University in Cluj-Napoca, under epidemiologically safe condition to prevent the spread of SARS-CoV-2**, abiding by the provisions of the joint Order of the Ministries of Education and Research and the of Health No. 5196/1756/03.09.2021, for the approval of measures taken for the organisation of activities within higher education institutions/units in epidemiologically safe conditions for preventing the spread of SARS-CoV-2

2. FIELD

The provisions of the current Plan of Measures apply to technical-administrative personnel, students, teachers/auxiliary teaching staff visitors and other participants in the work/education process within Babeş-Bolyai University in Cluj-Napoca.

3. DOCUMENTS OF REFERENCE

- 3.1. Law No. 319 of 14th July 2006 on the security and health at work;
- 3.2. [Law No. 55/2020](#) ([art. 38](#), [art. 41](#) and 42) regarding some measures for preventing and fighting the effects of the COVID-19 pandemic;
- 3.3. [Law of National Education No. 1/2011](#) (art. 83 par. (1)), with subsequent alterations and addenda;
- 3.4. Law No. 95/2006 ([art. 10 par. \(2\) lit. b](#)), [art. 17 par. \(2\)](#) and [art. 25 par. \(2\)](#)) regarding the health reform, re-published with subsequent alterations and addenda.
- 3.5. Government Resolution No. 1425 pf 11th October 2006 for the approval of Methodological Norms for applying the provisions of the Security and Health in Work Law No. 319/2006, updated;
- 3.6. Government Resolution No. 932/2021 of 9th September 2021 regarding the prolongation of the state of alert on Romanian territory beginning with 10th September 2021, as well as establishing the required measures for preventing and fighting the effects of the COVID-19 pandemic;

- 3.7. Joint Order No. 5196/1756/2021 of 3rd September 2021 for approving the measures taken for the organisation of activities within education institutions/units under epidemiologically safe conditions for preventing the spread of SARS-CoV-2;
- 3.8. Joint Order No. 4.267/841/2020 of the Ministries of Education and Research and that of Health, for establishing measures of prevention and fight against the spread of SARS-CoV-2, within education institutions/units, public institutions and all structures coordinated by the Ministry of Education and Research, published in the Official Gazette of Romania No. 417 of 19th May 2020;
- 3.9. Order of the Ministry of Health No. 119 of 4th February 2014 for the approval of Norms of hygiene and public health regarding the population's lifestyle;
- 3.10. Order of the Ministry of Health and Family No. 653/2001 on the medical assistance given to pre-schoolers, pupils and students.

4. DEFINITIONS

4.1. Definitions

- a. **work accident/injury** = and accident/injury that causes violent harm to the body, as well as acute professional intoxication, which occur during the working process or when fulfilling work tasks, regardless of the nature of the contract upon which the activity is based, and which causes temporary work incapacitation of at least three days, invalidity or demise;
- b. **severe acute respiratory syndrome coronavirus 2** (abbreviated **SARS-CoV-2**), officially named by the [WHO](#) initially known as **coronavirus 2019-nCoV**, is an ARN positive single-stranded coronavirus with positive polarisation, causing the [severe acute respiratory syndrome 2](#);
- c. **disinfection** = operation to destroy microbes or animal and vegetal parasites;
- d. **individual protection equipment** = all means that each participant in the work process has in order to be protected against the injury and professional sickness risk factors;
- e. **harmful factors** = factors with negative influence on the work ability of people, or which may cause professional sickness and other unfavourable consequences;
- f. **fever** = symptom of inflammation, infection, poisoning or other illness, which manifests itself by the abnormal increase in body temperature produced by the hypothalamus;
- g. **becoming sick** = getting a sickness, infection;
- h. **work place** = the place of work, situated within university buildings, including any other place of work within the university, where the worker fulfilled work tasks;
- i. **mask** = protection device covering the face and head or body of a person;

- j. **glove** = clothing garment made of leather, rubber etc., covering the hands, thus protecting them;
- k. **measuring** = experimental process of getting one or more values of quantity which can be attributed to a measure in a reasonable way;
- l. **microclimate** = ensemble specific to the medial state of atmosphere inside a room, or within a portion of that room;
- m. **prevention** = sum of processes and measures taken or planned at all stages of work, in order to avoid dangers and to reduce risks;
- n. **work process** = succession in time and space of someone's actions, with the help of means of production, within the working system;
- o. **protective** = protection means especially designed and used to protect by interposition, as (physical obstacle) between danger and the person exposed;
- p. **risk** = probability associated to the seriousness of a possible lesion or health injury, in a dangerous situation.

I. PLANNING BEFORE THE BEGINNING OF THE ACADEMIC YEAR

- a) Before the beginning of academic courses, depending on the epidemiologic state, local peculiarities, infrastructure, the specifics of study programmes and human resources, the BBU management, after consulting the University Senate, establishes one of the scenarios of organisation and course of didactic activities, as provided by the joint Order No. 5196/1756/2021;
- b) The management of Babeş-Bolyai University will name a person in charge, among the university employees, to coordinate the activities for prevention of SARS-CoV-2 infection at institutional level. That person will contact medical-health personnel, the representatives of the directorates for public health, local public authorities and the County Emergency Committee. Also, within each faculty/structure, there will be a person responsible for the coordination of activities to prevent the infection of SARS-CoV-2 who will consult with the BBU responsible;
- c) The management of Babeş-Bolyai University will establish which areas may be used for the teaching process onsite, the accommodation and meal spaces, as well as the areas for temporary isolation of people in case of suspected infection with the SARS-CoV-2 among staff and students;
- d) The protocol for isolation of students/staff presenting SARS-CoV-2 symptoms will be in compliance with the respective legislation in force set by the competent authorities in the field.

II. MEASURES FOR INDIVIDUAL PROTECTION

Important messages:

- Wash your hands!
 - Cough or sneeze in your elbow or in a napkin!
 - Use a single-use napkin and throw it away!
 - Greet others without shaking hands!
 - Do not hug!
 - Maintain physical distance, avoid gatherings!
 - Wear a mask when inside a building or outside, in crowded areas!
 - Wear the mask correctly – cover both nose and mouth!
- a) Hand washing/disinfecting> All students/trainees, teaching staff and other categories of personnel must wash/disinfect their hands:
- Upon entering the higher education institution and before entering the room where didactic activities are taking place, which require physical presence of students/trainees within the education institution;
 - Before and after a meal;
 - Before and after using the toilet;
 - After coughing or sneezing;
 - Every time it's necessary.
- b) Wearing the protection mask:
- It is mandatory for all students/trainees and all staff of the education institution to wear a protection mask in rooms where didactic activities are taking place which require physical presence of students/trainees, within the secretaries' offices of the department/dean's office/rector's office/other functional compartments of the university, and during breaks (when inside);
 - When the minimum distance of 1 metre among students/trainees is infringed, it is necessary that all students/trainees wear a mask during breaks outside, as well as in crowded areas;
 - The exchange of protection masks among people is strictly forbidden!

III. RESPONSIBILITIES

A. Didactic Sector

a) Will abide by the faculty's COVID-19 protocol.

Types of messages to be disseminated:

- Wash your hands frequently and regularly, for at least 20 seconds, with water and soap;
- Keep as big as possible a distance from others;
- Wear your mask appropriately.

YES:

- Wash/disinfect your hands before touching your mask;
- Check to see if the mask is torn or has holes;
- Check for the upper side, which must have the metallic band or the nose clip;
- Make sure the coloured side of the mask is facing outside;
- Set the metallic band or the nose clip above the nose;
- Cover the nose, mouth and chin;
- Place your mask over your face making sure not to leave space for air on the sides;
- Avoid touching the mask;
- Take the mask off by touching the elastic straps;
- Keep the mask away from yourself and other surfaces while taking it off;
- After use, immediately throw away the mask, in a bin with a lid;
- Wash/disinfect your hands after disposing of mask;
- The medical mask may be re-used for a maximum of 5 times after sterilisation in oven at 70 degrees Celsius, for 30 minutes;
- The textile mask may be re-used after washing in the washing machine with hot water, as long as its fabric allows it.

NO:

- Do not use a torn or humid mask;
- Do not wear the mask just over your mouth or under your chin;
- Do not wear a mask that is too big;
- Do not touch the frontal part of the mask;
- Do not take off mask to talk to someone or to do anything else that requires you to touch your mask;
- Do not leave your mask where others may touch it;
- Do not exchange your mask with that of another's;
- Avoid touching your eyes, nose and mouth with your unwashed hands.
- Cover your mouth and nose with a single-use handkerchief or use your elbow when sneezing or coughing. After that, dispose of used handkerchief.

- Clean objects/surfaces used or touched frequently, by using napkins/dish cloths/biocide products.
- Ask for a medical consult if you have symptoms, such as fever, coughing or difficulties breathing or any other symptom associated with the disease.
- Talk to teachers if you have questions or concerns.

b). Triage protocol

The COVID-19 triage protocol will be complied with.

c). Isolation protocol

The COVID-19 isolation protocol will be complied with.

B. The General Administrative Directorate

Will coordinate all activities under its jurisdiction in order to insure the best security and safety conditions for all institution staff and students, making sure activities may be carried on in compliance with the demands set by the regulations in force issued by the competent authorities in the field, in order to prevent the spread and contamination with the SARS-CoV-2 virus.

1) The Administrative Service

a) Will elaborate their own cleaning and disinfection plan (according to the Framework cleaning plan approved by the university), for rooms designated for didactic activities which require the physical presence of students/trainees; for secretaries' offices of the departments/dean's office/rector's office/functional compartments within the institution, of common areas (hallways, gyms, medical offices etc.), as well as for ventilating the rooms; such a plan must include:

- The operations and order in which they must be undertaken (e.g., collecting waste, sweeping the floors, washing the floors, disinfecting the floors, wiping and disinfecting writing surfaces on tables and the inside space for storage of objects, transparent dividers (if the case), wiping and disinfecting window sills, disinfecting door knobs, window handles, coat racks, switches etc.);
- Placing bins, preferably with a pedal, plastic bag and lids, that are used for throwing away/disposing of used masks;

- Material that will be used for each operation (e.g., cleaning products, biocide products for surfaces etc.);
- The technique that will be applied for each operation;
- The frequency with which cleaning and disinfection are made, considering also the time that is necessary to refresh the air:
 - In rooms where didactic activities take place, which require the physical presence of students/trainees within the higher education institution, right after the students'/trainees' exit from room at the end of classes, during the respective day or after each use of the room by different study classes;
 - In rooms close to the secretaries' offices of departments/dean's offices/rector's office/functional compartments within the institution, right after the exit of teachers/other categories of personnel at the end of the respective day or after the use of room by each different group of teachers/staff;
 - For health groups, after each break, at the end of the day or each time it is considered necessary.
- The name of the person doing the cleaning and that of the person supervising the cleaning in compliance with the regulations, the manner of informing the monitoring (e.g., table with the name of the person who has done the cleaning, the time and the name of the supervisor);
- The frequency and duration of the ventilation of rooms where didactic activities are carried on and which require the physical presence of students/trainees within the institution; the frequency and duration of ventilation of secretaries' offices of the departments/dean's offices/rector's office/functional compartments within the higher education institution and other rooms (e.g., after cleaning and disinfection, minimum 10 minutes ventilation), as well as insuring the ventilation during didactic activities, with windows open);
- Regarding the cleaning and disinfection graphic, the **Framework Cleaning Plan approved by the university**, as per Addendum 10;
- Disinfection of surfaces that are frequently touch will be prioritised; such surfaces include:
 - Doorknobs, locks, buttons and door handles;
 - Stairs;
 - Desks, teachers' desks and chairs in rooms;
 - Dividers set up on desks;
 - Counter tops;

- Railings;
- Light switches;
- Equipment and apparatus handles (such as sports apparatus);
- Lift buttons and buttons of vending machines.

b) Organisation of rooms where didactic activities are carried on

This activity will be achieved in collaboration with the faculties' representatives and in compliance with the regulations of the abovementioned order, abiding therefore the demands on hygienic-health measures, social distancing and raising awareness.

c) Organisation of interior courtyards/ exterior areas of buildings belonging to Babeş-Bolyai University:

- Outside furniture (if the case) will be laid out to as to guarantee physical distancing;
- Interior courtyards/ exterior areas of buildings belonging to Babeş-Bolyai University, where people from the community usually gather, will be swiped and washed periodically with water, in the morning, before the start of didactic activities.

2) The Social Service

a) Will elaborate its own plan for cleaning and disinfection of dormitories and areas for which it is responsible (according to the Framework Cleaning Plan, approved by the university).

b) Will elaborate its own plan for dormitories, which must include at least the following:

- Before the reopening of the dormitory, the appropriate cleaning and disinfection of common areas and accommodation areas;
- Daily cleaning and disinfection of collective/common areas;
- Protection measures:
 - Based on accommodated students, setting up the ways of occupying the dormitory;
 - Guaranteeing the optimal amenity of common bathrooms, mainly with liquid soap; if the case, accommodated students will receive sufficient liquid alcoholic solutions;
 - Movement within the dorm will be limited, and crowds avoided;

- Wearing a mask is mandatory in joint areas;
- Students will permanently be informed on respecting the measures of individual protection;
- Common areas will be cleaned, disinfected and ventilated regularly;
- The use of carpets will be avoided;
- Students accommodated in the dormitory must maintain cleanliness, disinfect and ventilate their rooms regularly;
- Access through rotation in common areas will be recommended (bathrooms, meal rooms or common use rooms), so that disinfection is possible depending on each area;
- Students will be asked to avoid, as much as possible, common areas, and activities be carried on in their own room;
- Staff in charge of security/surveillance will be instructed on the specific rules of functioning of the dorm in pandemic context;
- In case of a suspected or confirmed case of SARS-CoV-2, the isolation protocol will be in use, and DPH will be informed, or the emergency number 11 will be called, depending on the case.

3) The Restaurants and Cafeterias Service, the Piramida Restaurant

The COVID-19 protocol for restaurants and student cafeterias will be complied with.

4) The Car Transport Service

The COVID-19 protocol for passenger transportation with cars from the car park will be complied with.

5) The Swimming Complex

The Swimming Complex of Babeş-Bolyai University will insure the smooth running of sports activities carried on by the university students, within its grounds. For sports activities to be carried on safely both for teachers and students, in the context of the SARS-CoV-2 pandemic, the members of the swimming complex will fulfil the following:

a) A cleaning and disinfection plan (according to the Framework Cleaning Plan approved by the university) within its spaces (locker rooms, access etc.), which must include at least the following:

- The frequency of cleaning and disinfection operations;
- The order of such operations;
- Who is doing the cleaning and who is supervising the activity;
- Types of materials and substances used in performing such operations.

b) An organisation plan for people's access that must include at least the following:

- Complying with the minimum 1 metre physical distance between people;
- In the case of locker rooms, the lockers that will remain locked in order to comply with the norms of physical distance will be marked;
- Organising the access to the Swimming Complex so that contact between groups of students be avoided (students from different specialisations, different study years);
- Placing the ventilation schedule in a visible place where ventilation is necessary (locker rooms, hallways etc.);

c) Identifying a space for applying the isolation protocol in the case of COVID-19 symptoms among institution's staff and/or students.

6) The "Alexandru Borza" Botanical Garden

The Botanical Garden of Babeş-Bolyai University will insure the smooth running of didactic activities, visitors' access and maintenance performed by their own staff, each within their area of competence. As such, for the activities above mentioned to be carried on safely within the SARS-CoV-2 pandemic, the management will perform the following:

a) A cleaning and disinfection plan (in compliance with the Framework Cleaning Plan approved by the university) for their own spaces (rooms, locker rooms, access etc.), which must include at least the following:

- The frequency of cleaning and disinfection operations;
- The order of such operations;
- Who is doing the cleaning and who is supervising the activity;
- Types of materials and substances used in performing such operations.

b) An organisation plan for people's access that must include at least the following:

- Complying with the minimum 1 metre physical distance between people;

- In the case of locker rooms, the lockers that will remain locked in order to comply with the norms of physical distance will be marked;
- Organising the access to the Botanical Garden so that contact between groups of visitors/students be avoided;
- c) Arrangement of outside furniture (if the case), so that physical distance is guaranteed;

Placing the ventilation schedule where needed (locker rooms, hallways etc.) in a visible place;

7) The “Iuliu Hațieganu” Sports Park

The management of the Sports Park at Babeş-Bolyai University will guarantee the smooth running of access, sports activities with university students, in the intended areas within the park. For receiving visitors and organising sports activities under safe conditions both for teachers and students, in the context of the SARS-CoV-2 pandemic, the members of the complex will elaborate the following:

a) A cleaning and disinfection plan (in compliance with the Framework Cleaning Plan approved by the university) for their own spaces (rooms, locker rooms, access etc.), which must include at least the following:

- The frequency of cleaning and disinfection operations;
- The order of such operations;
- Who is doing the cleaning and who is supervising the activity;
- Types of materials and substances used in performing such operations.

b) An organisation plan for people’s access that must include at least the following:

- Complying with the minimum 1 metre physical distance between people;
- Signalling the flux of entry and exit from the building by using a distinctive strap (if such activity can be organised through different entry and exit paths);
- In the case of locker rooms, the lockers that will remain locked in order to comply with the norms of physical distance will be marked;
- Organising the access to the Botanical Garden so that contact between groups of visitors/students be avoided;
- Arrangement of outside furniture (if the case), so that physical distance is guaranteed;

Placing the ventilation schedule where needed (locker rooms, hallways etc.) in a visible place;

8) Security

Organising the access to the spaces of Babeş-Bolyai University will depend on at least the following:

- a) Physical distance will be maintained upon entry, by any means possible (posts, panels, floor markings, distancing devices, barriers etc.);
- b) Access ways (gates, doors or entries) will be kept open while receiving students/trainees, in order to limit contact points;
- c) Checking people's temperature before their entry into the institution by complying with the current regulations including restricting access of people who have COVID-19 symptoms;
- d) Forbidding access into the institution of people who do not wear the mask appropriately (covering both nose and mouth).

9) Internal Service for Prevention and Protection

ISPP guarantees consultancy and support to all structures involved in applying measures of prevention of the SARS-CoV-2 virus, as follows:

- a) **It elaborates an instruction plan** including at least the following:
 - Instruction No. 10 – regarding **Work Security and Health** on preventing the contamination with **SARS-CoV-2**
- b) **It instructs** involved personnel (people responsible with work security and health within the university structures) to comply with the prevention measures of the spread of SARS-CoV-2.
- c) **It controls the elaboration of and compliance with** the measures of prevention of infection with and spread of SARS-CoV-2, elaborated by the management of Babeş-Bolyai University in the current plan of measures.
- d) **It informs, in writing,** the management of Babeş-Bolyai University of the ascertainment on field during check-ups.

IV. FINAL PROVISIONS

- The provisions of the current plan of measures regarding the reduction of the risk of infection with the SARS-CoV-2 virus will be complied with by all staff and students of Babeş-Bolyai University in Cluj-Napoca.