Welcome to the staff info on corona restrictions

We will start at 9.15 am
Agenda

The effects of the corona situation on the society and the university
Rector Jouko Niinimäki

The guidelines at the University of from 14.5.2020 onwards
Human Resources Director
Jarmo Okkonen

Questions can be sent on the Zoom chat
The effects of the corona situation on the society and the university

Rector Jouko Niinimäki
University of Oulu guidelines from 14.5.2020 onwards in the exceptional situation caused by the corona virus

Ask your question via Zoom chat
Overall situation

- Individuals still have a great responsibility in handling the situation.
- We proceed in line with the rules and guidelines set by the authorities and the rest of the society.
- We have to be prepared that the situation can get worse quickly and that it can last for a considerable time.
- A return back to the same everyday life is not on the horizon.
- The daily actions and decision-making in education and research are led by the deans and research unit leaders.
- Problems will be solved at the lowest possible level in the organization. When necessary, the deans will be in contact with the management (preparedness team).
- Deans will also inform each other and the preparedness team of the solutions they have made.
Partial lifting of the restrictions from 14.5.2020 onwards

On 4.5.2020, the government aligned its plan to manage the corona crisis and phase out restrictions from 14.5.2020. As far as universities are concerned:

- It is possible to return to on campus education in a controlled and staged manner. The Government recommends that distance learning will be continued at the universities until the end of the term.
- The remote work recommendation will continue for now. The recommendation will be re-evaluated after the summer.
- The restriction on assembly changes from 10 people to a maximum of 50 people from 1.6. The situation will be re-evaluated by the end of June.
- The National Archives of Finland will open its customer and scholar room services. Borrowing books and other materials from libraries will be allowed immediately.
- Organizing large public events with more than 500 people will be banned under the government’s alignment until 31.7.2020.
- While travel restrictions continue, the Ministry of the Interior is drawing up guidance for a gradual opening of border traffic. Travel to work in the Schengen area is possible.
- The Ministry of Social Affairs and Health issues a letter of guidance to regional administrations to enforce restrictions on preventing the spread of infectious disease under the Communicable Diseases Act.
General guidelines of the University of Oulu from 14.5.2020 onwards

- Each person working in the university premises must follow public safety guidelines, spatial guidance under risk assessments, and other regulations issued by the employer.
- Working in the university premises no longer requires a separate authorisation procedure that was in place until 13.5.2020.
- Campus doors are still kept locked. When entering, you need to use a personal identifier (electronic key/ID card) to open the door. Restoring of the students’ 24/7 card is being considered according to the guidelines set by the authorities.
- Studying continues as distance education.
- You should not enter the workplace with suspicion of a disease caused by a coronavirus (exposure and suitable symptoms).
- The distance between persons shall be at least two (2) meters in all situations.
- Everyone should take care of regular and careful hand hygiene.
- Facility-specific risk assessments and safety guidelines are updated to reflect the changed situation in all university facilities. Risk mapping is under the responsibility of the head of the unit.
- In coffee rooms, it is necessary to take into account the safety instructions, which are placed at the entrances of the premises.
- The regulations also apply to visitors.
- Guests can be received with special care and taking care of safety and distances.
- Preparations for the student exchanges of the fall are progressing, but decisions will be made later.
Teaching and studying from 14.5.2020

- From 14.5.2020, working in the university premises does not require a separate authorisation procedure that was in place until 13.5.2020.
- Spring semester courses are completed remotely.
- If it is impossible to organise the course remotely, it can be arranged on campus with safety measures and taking care of distances.
- During the summer period, teaching can be arranged on campus with safety measures and distances, but remote learning is recommended.
- Exams and assessment of competence are carried out using alternative methods until the end of the spring semester. General exams will not take place, campus exams for small groups of students can be organised taking care of safety and distances.
- The use of the Exam space will be opened with safety and hygiene measures.
- Dissertations are recommended to be held as remote dissertations until 31.7.2020.
- Opponent can enter the campus if travel constraints allow this and safety and distances are taken care of.
- In all situations, assembly restrictions must be taken into account and facility risk assessments shall be carried out.
- The arranging of the admissions examinations has been agreed separately among universities.
− Working in the university premises does not require a separate authorisation procedure from 14.5.2020.
− Remote work continues in all those tasks where it is possible.
− In laboratories etc., safety, distances and the number of persons in the same space at the same time shall be taken into account.
− In all situations, assembly restrictions must be followed and facility risk assessments shall be carried out.
University services from 14.5.2020

- Working in the university premises does not require a separate authorisation procedure from 14.5.2020.
- Remote work continues in all those tasks where it is possible.
- Library will open on 1.6.2020 with restricted opening hours and services, but reading rooms will remain closed.
- Tellus will remain closed until the end of May. The situation will be re-evaluated in June.
- As a rule, the services are implemented using electronic services (electronic forms, Teams + screen sharing and voice connection, telephone connection, chat)
- Only necessary service events are carried out face-to-face.
- Service requests are redirected to centralized channels (service desk) instead of personal requests.
Meetings and travelling from 14.5.2020

- Small events (less than 50 people) may be held in accordance with Government guidance from 1 June 2020.
- Big events (over 50 people) won’t be held so far. Events planned for the autumn will be resolved on a case-by-case basis.
- As a rule, meetings are organized as online meetings, utilizing Teams and Zoom environments and enabling remote work.
- Agreed faculty/unit/function meetings can be held on campuses. Conventional interaction face-to-face in every other month.
- Face-to-face meetings with own superior once a month are recommended addressing the goals and performance of the work, as well as well-being.
- Safe distance (2m) must be taken care of in all meetings.
- Important trainings can be arranged face-to-face in the university premises so that the interaction necessary to learning is effective.
- Nationwide events and meetings are organised with an opportunity to remote participation.
- If necessary, domestic work travel is possible.
- Travelling abroad is not possible at the moment. After returning from abroad (e.g., a secondment travel), stay 14 days in a home quarantine before entering campuses.
Remote work

- Remote work continues in all those tasks where it is possible.
- During exceptional circumstances, new telecommuter contracts are not made.
Recruitment

- Job interviews can be conducted face-to-face if necessary.
- Human Resources provides general remote interview instructions.
- The plan is to introduce a video interview tool where questions and tasks are completed for interviewees and the interviewee can record their answers at their own pace by the deadline.
- Recruitment documents are approved electronically, as well as the employment contracts.
- Where it is necessary to obtain signatures on employment contracts for public authorities or for other purposes, they may be submitted, but at least one week is needed for processing.
- Orientation of new employees will be carried out in Moodle (June 2020), and, when necessary, on campus in the premises where the work is carried out.
Safety and risk assessment from 14.5.2020

- You should not enter the workplace with suspicion of a disease caused by a coronavirus (exposure and suitable symptoms).
- Please contact the OYS 24-hour advice number, tel: 08 315 2655 or call your own medical centre.
- Act according to the guidelines you get from health care.
- For emergencies, call 112.
- If you have symptoms, remote work and remote studying can be done according to your condition.
- Cleaning of the premises continues with particular consideration of contact surfaces.
- Instructions for washing hands and the use of hand disinfection liquids, as well as coughing instructions, remain conspicuously common instructions. Handshaking is not allowed.
- Influenza vaccinations continue in fall.
- University level risk assessment will be re-performed in a changed situation.
- Facility-specific risk assessments will be taken again in the changed situation. The supervisor responsible for the operations is also responsible for the risk assessments.
- A person at risk may work on campus unless denied by an occupational health physician (working capacity assessment).
- Instructions on the entrances will be updated 14.5.2020.
Questions and answers
Ask on the Zoom chat
Thank you for participating and have a nice day!