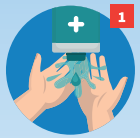


HOW TO WASH YOUR HANDS EFFECTIVELY



1 Wet your hands with warm water. Apply liquid soap in cupped hands.



2 Lather both palms.



3 Interlace fingers and lather them.



4 Lather your thumb using your other hand. Do the same with the other thumb.



5 Lather the back of one hand using the palm of the other hand. Do the same with the other hand.



6 Lather both wrists.

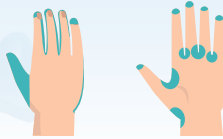


7 Rinse your hands thoroughly to remove soap. Dry them completely.



Overall time:
30 seconds

Remember to wash these areas:



How to put on and take off a mask correctly:



1 Before putting on the mask, wash your hands with soap and water or use an alcohol-based disinfectant.



2 Place the mask on your face covering your nose and mouth, making sure that there are no gaps between your face and the mask.



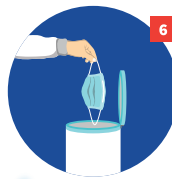
3 Remember, do not touch the mask while using it; if you do it, wash your hands with soap and water or use an alcohol-based disinfectant.



4 Replace the mask with a new one when it becomes damp, do not reuse single-use masks.

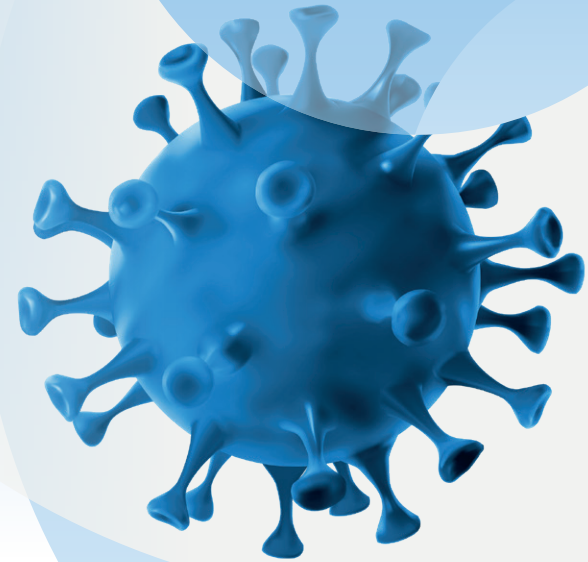


5 To remove your mask, pull the straps from behind the head or ears (do not touch the front of the mask!)



6 Dispose of the mask in a waste paper basket with a lid; wash your hands with soap and water or use an alcohol-based disinfectant.

Do not put the mask in a toilet bowl!



Occupational Health and Safety Instructions to Minimise the Risk of Contracting Covid-19



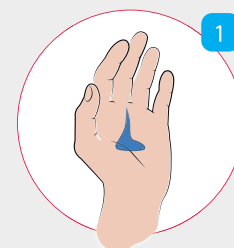
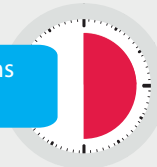
1. Only people without any symptoms indicative of an infectious disease and people who are not in quarantine or isolation are permitted to stay at the CUE and its environs.
2. Any person exhibiting symptoms of SARS-CoV-2, such as coughing, shortness of breath, fever, lack of taste and smell, should stay at home and follow procedures.
3. If an employee experiences the following symptoms while performing his/her duties – cough, shortness of breath, fever, lack of taste and smell – he/she should, without undue delay, inform his/her immediate superior about the symptoms, and then under the supervision of the Head of his/her organisational unit or a person designated by the Head go to an isolation room located in the Main Building (enter the isolation room from the outside on the Forum side of the building – keys to be collected from the reception desk). In the isolation room, the person awaits his/her own means of transport to his/her place of residence or to a doctor's surgery.
4. In CUE buildings, daily routine disinfection by means of alcohol-based disinfectants of frequently touched surfaces in the workplace (door handles, worktops of workstations, washbasins, toilets, soap dispensers and others) is carried out.
5. Near the entrance to CUE buildings, there are dispensers for hand disinfection containing disinfectants with an at least 70% alcohol-based solution. Every person entering the building is obliged to disinfect their hands.
6. It is recommended to wash hands as often as possible in accordance with the instructions of the Ministry of Health and the Chief Health Inspector. The instructions are available in the toilets of all CUE buildings.
7. REMEMBER to keep a social distance of 1.5 m.
8. If it is not possible to keep the social distance of 1.5 m in the workplace due to the nature of the work performed, the employee is equipped with personal protective equipment related to combating the COVID-19 epidemic (masks, gloves, partitions separating individual work stations).
9. In CUE buildings, the mouth and nose MUST BE covered with a mask. This obligation also applies to vaccinated people.
10. People entering CUE buildings may be asked to measure their temperature. A person with a temperature above 38° C will be asked to leave the University campus.
11. Cover your mouth with a tissue when sneezing or coughing. If you used your hands to cover your mouth, wash them immediately.
12. Do not shake hands when greeting someone.
13. In the case of deliveries, the packages received from the outside should be collected using disposable gloves or the packaging should be disinfected, as long as this does not damage the contents.

REMEMBER TO WASH AND DISINFECT YOUR HANDS FREQUENTLY

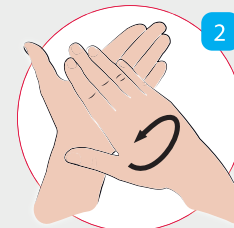
How to disinfect your hands effectively?

Use a hand disinfectant with an at least 60% alcohol-base

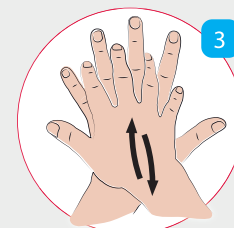
Duration: until the palms of your hands are dry



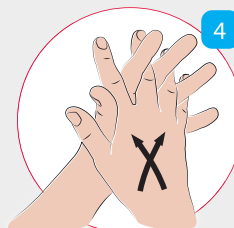
1 Apply enough agent so that your hands are completely wetted



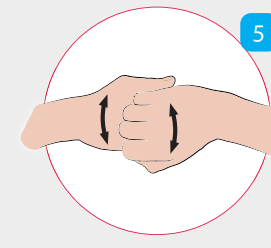
2 Rub hands palm to palm covering the entire surface



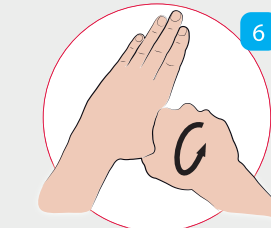
3 Rub right palm over back of left hand and vice versa



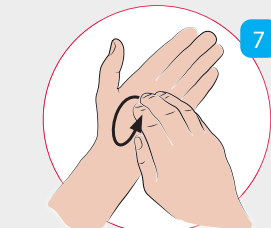
4 Palm to palm with fingers interlaced and rub



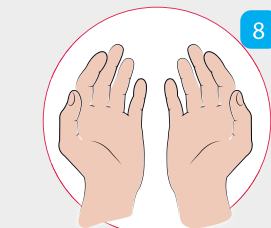
5 Back of fingers to opposing palms with fingers interlocked and rub for both hands



6 Rotational rubbing of left thumb clasped in right palm and vice versa



7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa



8 Once dry, your hands are disinfected