



Riga Graduate School of Law regulations on the implementation of precautionary measures to limit the spread of Covid-19 infection in the academic year 2021/2022

1. General provisions

- 1.1. Riga Graduate School of Law (hereinafter - RGSL) regulations on the implementation of precautionary measures to limit the spread of Covid-19 infection in the academic year 2021-2022 (hereinafter – the Regulations) determines the procedure by which RGSL ensures epidemiological safety measures to provide students with high-quality study process at the higher education institution.
- 1.2. The Regulations have been developed in accordance with the Regulations of the Cabinet of Ministers of September 28, 2021 No. 662 “Epidemiological safety measures to control the spread of Covid-19 infection” (hereinafter – the Regulations of the Cabinet of Ministers) and the recommendations of the Ministry of Education and Science of Republic of Latvia to higher education institutions for the implementation of precautionary measures to control the spread of Covid-19 infection.
- 1.3. The Regulations are valid from the date of their approval, as well as until they are revoked. The Regulations may be amended and supplemented depending on the instructions of the Ministry of Education and Science of Republic of Latvia and changes in the legislation.
- 1.4. The Regulations prevail over all other internal legislation issued by the RGSL. If any of the clauses of these Regulations is in conflict with any other internal legislation, then the procedure described in these Regulations shall be deemed to be decisive while these Regulations are in force.
- 1.5. The Regulations are binding on RGSL staff, guest lecturers, students, tenants and external service providers who arrive at RGSL premises.
- 1.6. The person responsible for RGSL for the coordination and supervision of the implementation of these regulations is RGSL Director Ieva Racenaja (ieva.racenaja@rgsl.edu.lv).

2. Safety mode

- 2.1. The RGSL Rector orders the safety mode at RGSL:

- 2.1.1. Face-to-face mode, where the study process is mainly face-to-face, integrating elements of remote learning where necessary;
 - 2.1.2. Remote mode when the study process is completely remote.
- 2.2. In face-to-face mode, RGSL staff, guest lecturers, as well as service providers participate in the study process or its provision or provide services in contact with students only with a vaccination or recovery certificate. A booster vaccination is not mandatory but is recommended. Academic staff who do not come to Latvia do not need a vaccination or recovery certificate. A certificate is not required for students.
- 2.3. The RGSL Study Department organises the examination of certificates of RGSL staff, guest lecturers, as well as other persons participating in the study process. At the request of the RGSL administration, these persons are obliged to provide information on the fact of vaccination or relapse of Covid-19 by presenting a valid Covid-19 certificate to the RGSL staff, as well as an identity document.
- 2.4. Data on vaccination or recovery certificates is stored in accordance with the requirements of the General Data Protection Regulation (EU) 2016/679.
- 2.5. The RGSL administration timely informs the RGSL staff, guest lecturers and students about the requirements specified in the regulations of the Cabinet of Ministers and these regulations, as well as about the renewal of the requirements.
- 2.6. In the case of remote mode, all RGSL services are provided remotely.

3. Study process

- 3.1. The study process is organised according to the chosen safety mode; however, preference is given to the in-class study process.
- 3.2. RGSL has the right to organise remotely classes, the implementation of which is not related to the decrease in the quality of studies. Students, including foreign students, are informed in a timely manner about distance learning and its course. The principles of organising and implementing the distance learning process are defined in a separate internal regulation.
- 3.3. In the case of the in-class study process, regular ventilation is provided - students and staff do not stay in the room during ventilation. The break is maximally used for ventilation. Records of student attendance are also organised.
- 3.4. When organising an international student exchange, the RGSL Erasmus Coordinator monitors current information on the situation of Covid-19 in the partner countries and contacts partner institutions to provide timely information to the mobility programme applicants about their opportunities, including, if applicable, partial or full remote exchange.

4. Compliance with mandatory epidemic measures and health surveillance

- 4.1. RGSL informs RGSL staff, guest lecturers, students, tenants and regular cooperation partners about the need to monitor their health condition by publishing information on the RGSL website, social accounts, Intranet, as well as sending information electronically and placing instructions in the RGSL premises.

- 4.2. It is forbidden to come and stay in the RGSL premises for persons with signs of respiratory infection (cough, shortness of breath, fever).
- 4.3. RGSL staff, as well as visiting lecturers and students are obliged to immediately inform the RGSL responsible person if they have a case of Covid-19 infection.

5. Action in case of suspicion or detection of infection in RGSL

- 5.1. RGSL staff, visiting lecturers and students who have been identified as contact persons may not comply with home quarantine in order to perform work duties or participate in the study process. In this case, medical masks or FFP2 respirators are used whenever possible.
- 5.2. Students with confirmed or reasonable suspicion of infection with Covid-19 may disregard isolation if at least seven days have elapsed since infection or confirmation of suspicion and at least 24 hours prior to returning to face-to-face study.
- 5.3. RGSL staff and visiting teachers who have been confirmed or reasonably suspected of being infected with Covid-19 should adhere to isolation in accordance with the general requirements and should only discontinue isolation with the permission of the treating physician.
- 5.4. RGSL staff, visiting lecturers and students monitor their health condition and do not come to RGSL if they show signs of respiratory infectious diseases (cough, shortness of breath, fever).
- 5.5. The RGSL Study Department ensures the establishment and maintenance of a register of RGSL staff, visiting lecturers and students who have been diagnosed with Covid-19.
- 5.6. In order to monitor the state of health, RGSL issues antigen tests to RGSL staff, visiting lecturers and students upon request. The tests are available at the RGSL Study Department and at the RGSL responsible person.

6. Distancing measures and use of face masks

- 6.1. At RGSL premises, wearing face masks is not mandatory. In rooms with more than 50 persons, the use of medical masks or FFP2 respirators is recommended. Face masks are available in the RGSL Study Department, as well as in the auditoriums.
- 6.2. Congestion is prevented at RGSL by posting instructions on gathering prevention, as well as informing staff, guest lecturers and students about it, posting information about it on the RGSL website, social accounts, Intranet, as well as sending out e-mails. As far as possible, overlaps between different student courses and groups are avoided.
- 6.3. RGSL informs staff, guest lecturers and students about the use of the mobile application for identifying and informing contact persons "Apturi Covid" (<https://apturicovid.lv/>), using instructions, posting information about it on the RGSL website, social accounts, Intranet, as well as sending e-mails.

7. Ensuring hygiene

- 7.1. RGSL provides all students, staff, guest lecturers, service providers and other visitors to RGSL with the opportunity to observe hand hygiene, as well as to use hand disinfectants. Hand sanitiser is available in each auditorium.

- 7.2. RGSL has clear, legible information accessible to students, staff and guest lecturers with a reminder about personal hygiene.
- 7.3. RGSL provides regular ventilation of the premises, as well as good mechanical ventilation. Indications about the need to ventilate the premises are placed in the auditoriums. Students and lecturers are informed about the need to ensure ventilation of the premises.
- 7.4. RGSL provides regular cleaning of the premises, especially disinfection of common surfaces (e.g., door handles, table tops, chair armrests and support surfaces, surfaces in toilets, water taps, touch-sensitive devices) in accordance with the information on cleaning the premises available on the Centre's website.

8. Terms of use of library services

- 8.1. In case of face-to-face mode:
 - 8.1.1. RGSL library services are available only to RGSL and Stockholm School of Economics in Riga students, staff and guest lecturers who have the right to be on the premises of RGSL. Books are exchanged by ordering them in the library catalogue and receiving them in the specified manner.
 - 8.1.2. Guests can use the library services remotely by ordering books from the library catalogue and receiving them as specified.
- 8.2. In case of remote mode, all library services are provided remotely.