

# Safety and sanitary measures in the premises of the Library

- 1. The Library operates properly** for studying and book lending, according to the article 8 of CMD (Common Ministry Decision).
- 2. The opening hours** are 08:30-14:30. For the expansion of opening hours during the lessons, the Library Commission will proceed in further decisions, depending on the given circumstances.
- 3. The use of a non-medical mask is obligatory** upon entry of the visitor in the premises of the Library. There is a relevant announcement on the entrance door of the Library.
- 4. Keep distances. In the studying area chairs have been removed** so that the distance of 1.5 m can be preserved. "Attention! For your own safety please leave this seat empty" announcements are placed on the seats in the studying area as in the PC area.
- 5. The maximum number of users is 15**, along with 2 staff members. This number is calculated considering the total 388m<sup>2</sup> of the Library. The free space of the ground floor along with the studying and PC (61 study seats) area is approximately 105 m<sup>2</sup>. According to an old directive about universities, 7m<sup>2</sup> correspond to every individual. In other words, on the Library premises (ground floor) can be 15 visitors maximum at the same time along with the 2 staff members. The studying area on the 1<sup>st</sup> floor is not operational.
- 6. Book lending is realized upon request** of the interested party after filling the application form of the Central Library. Make an appointment before visiting the library, so that crowding can be avoided.
- 7. Return the books upon appointment.** The barcode of the books is scanned by an automation program and the visitor puts themselves the material in a designated area. All the returns of the week are brought together on a table in the Library and are put back on the selves available for the public the next week.
- 8. The interaction between the staff and the visitors**, considering clarifications about graduating, post-graduate and doctorate thesis, will be conducted normally, but if possible, communication by phone, email or zoom meeting is encouraged.
- 9. Antiseptic gel is placed** in the entrance and on the tables.
- 10. The Library has natural ventilation**, alongside an air conditioning unit.
- 11. The Library keeps record of its visitors in a visitors' list** with full name, date and time of check in and checkout, in case of sanitary tracking.
- 12. All the regulations of the Department of Chemistry are applied.**