

**Instruction No. 1/2022. (10.II.) of the Rector and the Chancellor (Excerpt)
on the epidemiological provisions in the 2021/22 academic year and concert season**

UNIFIED VERSION WITH THE MODIFICATIONS (current modifications in bold text)

The rector and chancellor of the Liszt Ferenc Academy of Music (hereinafter: Academy) as persons exercising the employer's rights, we hereby determine the following decisions with regard to the current epidemiological situation and the in-effect epidemiological regulations of the government in the present instruction (hereinafter: Instruction).

I. GENERAL PROVISIONS

§ 1

Purpose and effect of the Instruction

(1) The Purpose of the Instruction is to determine the provisions that are justified in terms of the operation of the institution in accordance with the current legal regulations of the emergency situation.

(2) The personal scope of the Instruction covers the persons having a legal relationship governed by service regulations, employment relationship and other work-related legal relationships (hereinafter also as colleagues), students, audience and all persons entering any of the buildings of the Academy for carrying out tasks or for any other purposes. The public education institution maintained by the Academy acts according to the special provisions being applicable for it.

(3) The subject matter of the Instruction is the higher education activity and all concerts, exhibitions, toured building visits or any other event to be organized in the buildings of the Academy, especially in the buildings LF8 and V35 but also any other public event or event organized with the participation of invited guests in any other building of the Academy. All concerts that are held as a performance of any performance programme related to the Academy can be visited without an immunity card (védeltségi igazolvány), at a location with cultural purposes, and with a seated ticket bought in advance, and during the performance the viewer is obligated to stay at the designated seat as seen on the ticket.

(4) In terms of this instruction those are considered immune, who have a SARS-CoV-2 vaccine administered, or any other certificate certifying exemption, or a PCR test made within 48 hours.

§ 2

General and enabling provisions

(1) According to the authorization of the Senate (Resolutions No. 89/2020 (01.09)), the making of the general decisions of principle and the concrete measures incurring regarding the coronavirus and affecting the Academy fall within the scope of the rector and the chancellor. The purpose of the decisions made within this scope is the creation of rules in connection with the epidemiological preparedness/state of emergency.

(2) Besides the provision set out in point (1), the rector and the chancellor are obliged to ensure the amendment and continuous updating the regulations, instructions, measure protocols of the Academy by adjusting to the change of the epidemiological situation with regard also the particularities of the institution.

**II. REGULATIONS REGARDING THE ENTRY INTO THE BUILDING OF THE ACADEMY AND
THE ORDER OF STAY**

§ 3

General provisions in the interest of establishing a secure environment from health-related point of view

(1) The compliance with the measures, legal provisions, internal measure plans, policies, instructions, measure protocols, issues guidelines aiming the keeping of the health is mandatory for everybody.

(2) The compliance with the personal hygiene is necessary and mandatory for every student of the Academy and every person entering any of the buildings and facilities of the Academy. This includes often hand washing with soap or alcoholic hand disinfection by using the placed hand sanitizer equipment ensured by the Academy, the compliance with the coughing etiquette and the avoidance of the unnecessary touching of the face. The Academy is kindly asking and strongly urges all people visiting the buildings of the Academy to use a mask.

(3) The wearing of masks is mandatory everywhere in the buildings, except

- a) in buffets, restaurants, and in places appointed for food and drink consumption exclusively for the period of the food and drink consumption,
- b) during individual instrumental and other practical main subject lessons, as well as individual singing lessons and secondary instrumental lessons (which are conducting with a maximum number of one student, one professor and one accompanist simultaneously) for winds and singer students and professors exclusively,
- c) for winds students during orchestral work and practice in the framework of education,
- d) rooms of the dormitory,
- e) for staff of the Academy in the offices, if keeping the 1,5 meter safety distance is possible, or if the people present do not unanimously decide otherwise,
- f) on the stages for the artist participating persons of concerts and other events for the duration of the performance exclusively.

(4) The Academy urges everyone to use FFP2 masks in cases mentioned in point (3) as well if it is possible and realistic.

(5) The students and visitors of the Academy are obliged to increasingly ensure the cleanness of the facilities. The Academy ensures the facilitation of the above by using appropriate hand disinfectants (virucide) and surface sanitizer and cleaning fluids also having virucide effects and takes measures for the continuous availability of appropriate hand and surface sanitizers and for the regular disinfection of surfaces touched on a regular basis (door handle, elevator buttons, switches, handles, handrails etc.).

(6) In closed areas, in the interest of the decrease of the concentration of any possible germs, everybody is obliged to pay special attention to the continuous or regular ventilation having higher intensity. The air ventilation machines operating in the area of the Academy having machinery ventilation ensure the continuous increased ventilation with a fresh air proportion of 100 % and with great effectiveness.

(7) Students and staff are obligated to wear masks during in person administrations in those rooms as well, where masks would not be worn otherwise based on point (3).

§ 4

General provisions of the entry and staying in the buildings

(1) Only healthy, asymptomatic, healthy people can visit the Academy. The Academy has the right to randomly check the body temperature of those in its buildings and to call a person showing symptoms of coronavirus infection to leave the building immediately.

(2) Visits to the Liszt Ferenc Museum and Research Center and the Zoltán Kodály Memorial Museum are possible according to the current epidemiological decree, with the Rector entitled to decide on the current opening hours of the museums and their changes based on the proposal of the Library Director. The current opening hours approved by the Rector will be published on the website of the institution in question,

(3) The Library of the Liszt Ferenc Academy of Music will be open to professors of the Academy, researchers, staff, as well as students, doctoral students, students and public library visitors of the Academy from September 1, 2021.

The Rector is entitled to decide on the current opening hours and their changes based on the proposal of the Library Director. The current opening hours approved by the Rector will be published on the website of the Library.

(4) The use of hand sanitizers at the entrance for visitors to cultural events (including guided tours) as spectators is recommended, and the wearing of a mask covering the nose and mouth at the same time – FFP2 if possible – is mandatory. In the public areas of the building it is highly recommended to keep a distance of 1.5 meters.

(5) For staff and employees of service providers that are in direct contact with the audience, wearing gloves during the completion of work tasks or services is compulsory, especially for the staff of the auditorium, buffets, ticket office clerks, personnel selling face masks, personnel selling CDs. Furthermore, in accordance with Government Decree No. 599/2021. (X. 28.) on the mandatory vaccination against the coronavirus of the employees of state and local government institutions (hereinafter referred to as “Government Decree”): from 15 December 2021 above mentioned employees must be persons with immunity.

III. SPECIAL REGULATIONS REGARDING THE ORDER OF THE ACADEMIC YEAR

§ 5

General provisions of the education, visiting classes requiring personal participation, registration

(1) From 14 February 2022 the method of education in graduate and doctoral programmes are as follow:

- a) during individual main subject classes, keeping a safety distance of 1,5 meters and wearing a mask is mandatory with the exception mentioned in paragraph 3 point (3),
- b) during group classes, keeping a safety distance of 1,5 meters and wearing a mask is mandatory for everyone,
- c) group lessons with **more than 6 members** are to be held online,
- d) in public areas of the buildings, keeping a safety distance of 1,5 meters and wearing a (preferably FFP2) mask is mandatory.
- e) in cases of preparations for department concerts regulations in this paragraph are to be referred to. In cases of public department concerts regulations mentioned in paragraph 10 are to be referred to besides keeping the necessary epidemiological measures.

(3) Besides the provisions of point (1) and (2), to ensure to health of all at the Academy, in justified case during the class period the rector may order further educational activities (lecture, course, seminar, consultation, etc.) to be held in online form and the examination for these activities to be held as an online examination, and may order changes regarding in person education or practicing, after consulting with the relevant head of department about it. Regarding educational matters such changes approved by the rector are to be communicated with the affected students and teachers on the website of the Academy, on the Notice Board, and other usual communication channels.

(4) During the in person education, the teachers and the students are obliged to endeavor that the persons being simultaneously present comply with the health safety and epidemiological recommendations (keeping of distance, wearing masks, hygiene rules). The Academy organizes the in person classes in a way that the safety distance of 1,5 meters can be met by taking into consideration of the capacity of the classroom.

(5) The training preceding education (e.g. fire protection and occupational safety trainings) is carried out at the Academy in online form.

(6) The students and employees of the Academy are obliged to carry out their official tasks mainly in electronic ways in all possible cases – especially in the course of the administration of students at the Study Department and regarding tasks in connection with diploma concerts at the Concert and Event Center.

Practice and use of practice rooms

§ 7

Practice and use of practice rooms for university programs

(1) The practice is permitted in the buildings of the Academy according to the followings:

Building at Wesselényi street: practice is permitted during regular opening hours.

The reservation of the practices is possible by using the reservation system exclusively for two hour periods with a technical break of half an hour.

Main building at Liszt Ferenc square: practice is permitted during regular opening hours, only in case of big, hard to move instruments that is for *double bass, organ, cimbalom, percussion, tuba, harp students only*.

In the Main building at Liszt Ferenc square, practice of *piano students* is permitted from 20 September 2021, only in the piano main subject rooms specified by the head of department.

In the Main building at Liszt Ferenc square, the use of the Electronic Music Studio and its practice rooms is possible for *students of the Composition Department* only, according to the schedule specified by the head of department.

Old Academy of Music: practice is permitted in the ground floor Bach Room between 7.00 and 23.00 for students of *organ*, in the rooms on the 3rd floor during regular opening hours for students of *organ, church music, harpsichord*.

Building at Semmelweis street: practice is permitted during regular opening hours.

Building at Köztelek street: practice is permitted during regular opening hours.

Besides points (2) and (1) students of a piano programme (with piano main subject) may use the following rooms according to their free capacity:

- rooms XV, XVI, and XVII on the second floor of the Liszt Square building during regular opening hours (besides rooms VII, VIII, XII, XIII, XIV), as well as

- the ground floor rooms (019, 020, 021) of the Wesselényi Street building during regular opening hours.

(2) Prior to the start of the practice, students are required to use the hand sanitizers placed in the practice rooms. The practice time is maximum 120 minutes per person. A 15 minute break is required between practices of students, which time is needed for disinfecting the room (airing the room, etc.)

(3) During the practice, the general hygiene regulations shall apply for the attending students. Prior to the start of the practice, it is mandatory to wash hands with soap or to sanitize the hands with alcoholic disinfectants by using the hand sanitizer equipment ensured and placed by the Academy for this purpose. During the practice, the participants are required to pay special attention to ensuring personal hygiene conditions.

(4) The Academy ensures the regular cleaning of big instruments to be found in the inventory of the Academy (organs, piano, harpsichord, organs play-table, and with the specified suitable disinfectant also harp, double bass, cimbalom, percussion instruments) or other equipment used during the practice with virucid surface cleaning disinfectants – if it does not damage the above. Besides this, at the end of the classes and the education, the teacher and after the practice the students are also obliged to carry out this disinfection with the equipment, disinfectants put at their disposal in the respective room.

(5) In case of change of the epidemiological situation, the rector is entitled to make decision about the change of the above practice order and about the entry into force of new provisions and measures. Such changes approved by the rector are to be communicated with the affected students and teachers on the website of the Academy, on the Notice Board, and other usual communication channels.

IV. PROVISIONS REGARDING CONCERT ACTIVITIES AND PUBLIVC EVENTS

§ 10

Regulations on conducting events

(1) In the entire area of the backstage of the building of the Liszt Academy, including the areas for performers, as well as in the rooms of the performers in the Old Academy Building before, during and after the concert, the audience may not enter. The participating performers may only meet the audience in public spaces where the audience is allowed while abiding by the regulations regarding wearing masks.

(2) The Academy avoids starting performances simultaneously, concerts are organized without a break in the Solti Hall as much as it is possible.

(3) The Academy opens the concert halls 30 minutes before the start of the concert as much as it is possible, in order for the audience to take their seat.

(4) The Academy calls attention to keeping a 1,5 meter distance in front of the ticket office and buffets visually, as well as orally with the help of the staff of the auditorium.

(5) In accordance with the provisions of the Government Decree, as of 15 December 2021, the University will only allow the participation of persons who are considered immune in the application of the Government Decree on behalf of its partners in relation to its own events. In the case of hosted events, the Academy expects its partners to only have on-site participants in the implementation of the programs who are considered immune under this instruction.

VI. CLOSING PROVISIONS
§ 13

(1) Regarding all questions not regulated by the Instruction, the respectively valid government decrees and the provisions of internal regulators shall be applied.

(2) This Instruction repeals Instruction No. 20/2021. (23.XI.) of the Rector and the Chancellor on the epidemiological provisions in the 2021/22 academic year and concert season, Circular Letter No. 2/2021 (17.12.) of the Rector on the extension of the practice possibilities for piano students, and Circular Letter No. 1/2022 (25.01.) on the rehearsals of the Strings Orchestra .

(3) The Instruction shall enter into force on **14 February 2022**, and is valid until withdrawal by simultaneous compliance with the respective governmental epidemiological measures.

Budapest, 10 February 2022

Dr. Andrea Vigh
rector

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