

### **EUC Library working framework based on COVID-19 Safety Protocol**

- As of Monday, 28th of September 2020, the Library will be open from 08:00 - 18:00 every day excluding weekends. **The Reading/Study Room will remain closed.**
- **Only students, administrative and academic staff can access the Library**, due to the limited number of persons allowed to use it at one time (*see paragraph Access and Use*). To enter, **you must show your EUC card** to the security guard.
- A security guard will be on duty at the entrance/exit of the Library for temperature screening of every person entering the Library, regardless of the temperature screening applied at the entrance/exit points of EUC premises.
- A distance of 2m is required at the entrance/exit of the Library to avoid crowding.

#### **Access and use of Library:**

- **The capacity of the Library will not exceed forty (40)** persons excluding Library staff at any time. **Maximum time of stay is 2hrs.**
- **Use of masks is mandatory** for all persons.
- **Use appropriate hand antiseptic** placed at the entrance point is mandatory.
- **No food or drink is allowed in the Library.**
- All individuals in the queue at the reception area must maintain a distance of 2m by standing only on the red circle signs.
- Movement of Library visitors should be limited to the necessary minimum.

#### **Study spaces:**

- Only open-plan study points are available for the visitors. The two (2) conference rooms and the computer room will remain closed.
- Appropriate warning signs (**X & ✓**) designate the seats allowed for use.
- Study points must have adequate physical distancing between them.
- **Users are not allowed to hold a seat with their personal belonging and leave the library.**
- Sharing of pens, pencils, papers, and other stationery or personal objects between visitors is strictly forbidden.
- Hand hygiene is strongly recommended after touching common hard copies.

#### **Leaving the Library:**

- Everyone should keep wearing his or her own mask until reaching an entrance/exit point of the building. Remember to take with you all your personal belongings, bag, laptop etc. For safe disposal of any used protective equipment, use the closed bin.