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**Director's Decree V2022-02**

17 January 2022

## **Mandatory testing of all employees on SARS-CoV-2**

With the Emergency Measure from January 5, 2022, the Czech Ministry of Health imposed an obligation, effective from January 17 until February 6, 2022, to all employees to perform two antigen self-tests on SARS-CoV-2 per week.

### **Testing organization at IOCB**

1. On Friday, January 14, each group by the authorized representative shall visit the storeroom B.01.03 (Zeněk Veinlich, Jana Krumpholcová, B.01.03) and collect the allotted number of Flowflex SARS-Cov-2 Antigen Rapid Tests for all three weeks of testing.
2. Together with the test kits, each authorized representative will receive a document "Director's Decree on Employee Testing Acquaintance and Self-testing Obligation". This document must be signed by each member of the group. The representative will then deliver the document directly to Šárka Kněžická in the HR office **no later than January 21**. The document must be delivered to the HR office even if one or more employees refuse to sign it – the employer is under obligation to report such employees to the regional public health authority.
3. Testing will be performed every Monday and Thursday (January 17, 20, 24, 27 and 31, and February 3, 2022). On these days in the morning, before leaving to work or upon arrival to IOCB, each employee must perform the self-test and enter the result in the time attendance tool OKbase (instructions can be found in the attachment). The test results will automatically be uploaded to HR system. Employees must report the positive test result to the group leader as well.
4. Exemption from mandatory testing applies to:
  - a) Employees who are regularly tested at another place of employment;
  - b) Employees who have the consent of their group leader to work from home;
  - c) Employees who have had a negative PCR test within the last 72 hours;
  - d) Employees who have had a negative antigen test within the last 24 hours.

These employees must enter the reason for their exemption in OKbase in the field "Poznámka / Note".

5. An employee who has a positive antigen test result must immediately leave the IOCB premises and begin **a five-day quarantine**.

6. An employee with a positive antigen test result may undergo a confirmatory PCR test. If the result of the PCR test is negative, quarantine is terminated and the employee may return to work.
7. Employees who have been in high-risk contact with a person whose Covid-19 has been confirmed by a PCR test shall also be quarantined.



Zdeněk Hostomský  
Institute Director

**Attachment: How to enter the test results in OKbase – User Guide**