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## University-wide policy decision on business travel and working from home as of 15 June 2020

### Decision

The vice-chancellor has decided

that international business travel is not allowed as long as the Ministry for Foreign Affairs advises against this;

that international conferences and visits during the same period must be cancelled;

that business trips may be carried out within Sweden, provided that precautions are taken to reduce the spread of the coronavirus;

that national conferences and other events should primarily be organised online;

that employees belonging to an at-risk group, or who cohabit with someone belonging to an at-risk group, should be allowed to work from home, to the extent possible and after agreement with their line manager;

that other employees may work from home, after agreement with their line manager and provided their duties and other circumstances allow it.

### Presentation of the matter

#### *General*

SLU has operations all over the country, and they vary greatly between sites. The spread of Covid-19 also differs between regions. This is the reason why SLU, so far, has not adopted a decisions for all staff on travel and working from home. Instead, we have opted to follow the binding recommendations of the Public Health Agency and the government and letting each manager, based on these recommendations, decide whether a business trip is necessary and if an employee should be allowed to work from home.

However, SLU managers throughout the organisation have requested a university-wide decision. The purpose of this decision, therefore, is to increase clarity and offer support to decision-makers at all levels.

It is not a change of policy, but instead highlights the importance of following recommendations from public authorities. We will continue to base our own recommendations and decisions on their recommendations.

This decision has been taken by vice-chancellor Maria Knutson Wedel after a presentation by HR Director Anna-Karin Olofsdotter. Chief operating officer Martin Melkersson and the SLU crisis management group were consulted.

Maria Knutson Wedel

Anna-Karin Olofsdotter

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