



THIS VERSION IS NOT VALID ANYMORE. YOU FIND THE UPDATED
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Information on Telework and other leaves of absences

(Status May 8, 2020)

The Rectorate makes the following stipulations with regard to teleworking and other leaves of absences, initially valid until 30 June 2020:

- If teleworking is possible, it may continue preceding a verbal or written agreement with the superior regardless of the current directive for teleworking, up to the full extent of employment and is then approved.
- In case of teleworking, the regular working hours may only be exceeded only if necessary (e.g. for the supervision of online courses) and upon prior written order. It is not possible to build up time credits or overtime without a corresponding written order.
- If teleworking is not possible, persons with a COVID-19 risk certificate according to the COVID-19-Risikogruppe-Verordnung of 7 May 2020 (https://www.ris.bka.gv.at/Dokumente/BgblAuth/BGBLA_2020_II_203/BGBLA_2020_I_203.html) are to be released from work with continued payment of remuneration.
- Other types of leave of absences with continued remuneration can only be granted in exceptional cases, e.g. to persons with care obligations, and require the Rector's approval and on condition that accumulated holidays (2018, 2019) or time credits have been used up.