



This English translation is provided for convenience purposes only. The original German text fully prevails.

Directive on Staff at UZH with Children Requiring Care (Coronavirus SARS-Co-2 Prevention) of 28 April 2020

1. Purpose of the Directive

In official decision RRB 300/2020, the Government Council of the Canton of Zurich set down personnel-related measures for employees with children who require care, valid for “the duration of the extraordinary situation”. RRB 415/2020 replaces or extends these regulations.

Since this is substantive personnel law enacted by the Government Council, these rules must be implemented within UZH.

In a resolution of 28 April 2020, the Executive Board of the University therefore implemented the personnel-related provisions for the extraordinary situation in the form of the following directive. The directive replaces the previous directive of 27 March 2020 with effect from 1 April 2020.

2. Validity of the Directive

This directive is only valid for the current exceptional situation until further notice. If necessary, the directive can be extended via e-mail.

3. Compensation for Employees with Children Requiring Care until 31 March 2020

Employees with children requiring care who for a lack of childcare facilities could not work or could work only on a reduced basis will receive full pay for the corresponding absence until 31 March 2020.

4. Procedure for Staff with Children Requiring Care from 1 April 2020 until Further Notice

From 1 April 2020 onwards, employees who are unable to carry out work in accordance with their full employment level due to childcare obligations¹ must use up their overtime hours, surplus hours and vacation time of the previous years in full for the corresponding absence.

Employees will then be granted paid leave until further notice if the following conditions are met in full:

- 1) the children requiring care are in primary school or younger, or they are minors entitled to intensive care allowance as per art. 42ter para. 3 of the Swiss Federal Act on Invalidity Insurance (InvIA), or the children are no older than 20 and attend a special needs school;
- 2) childcare outside the employee's home is unavailable due to provisions issued by the authorities (in particular, the suspension of classroom teaching in schools, and the ban on the provision of childcare by people in high-risk groups);

¹ Employees may not be obligated to work during the time childcare facilities are not available; the statutory duty of care as per art. 276 of the Swiss Civil Code takes precedence.



3) overtime hours, vacation time carried over from previous years up to and including 2019, and surplus hours have been used up in full;²

4) the employees have undertaken reasonable efforts to find alternative childcare options. Employees may be required to disclose their efforts.

These regulations also apply to staff who are employed on an hourly basis.

If after 22 April 2020, the conditions listed above no longer apply in individual cases, in whole or in part, for example because classroom teaching at public schools has resumed, the entitlement to paid leave will expire to the corresponding extent.

5. Repeal of Hardship Provisions

In accordance with RRB 415/2020, the hardship provisions defined in RRB 300/2020 no longer apply with effect from 1 April 2020 and are rescinded as follows:

Paid leave granted under the hardship provisions is deemed revoked upon issue of this directive.

From 1 April 2020, the provisions under section 4 of this directive will now apply to employees who would have benefited from the hardship provisions.

If employees have already taken paid leave in accordance with the hardship provisions, the relevant entries in their record of working hours must be deleted.³

² Compensation of surplus hours will not be taken into account when determining the compensation balance in accordance with § 124 para. of the Canton of Zurich Implementation Ordinance of the Employment Act (VVO); the maximum number of compensation days an employee can take will therefore not be affected. § 124 para. 3 VVO does not apply as a result of the regulation on compensation.

³ Please consult the detailed provisions on cases of hardship when it comes to handling employee time sheets that have already been signed.