



Pandemic plan

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UNIS pandemic plan

Introduction

About UNIS.

The University Centre in Svalbard (UNIS) is the world's northernmost higher education institution, located in Longyearbyen at 78° N. UNIS offers high quality courses at the undergraduate, graduate and postgraduate level in Arctic Biology, Arctic Geology, Arctic Geophysics and Arctic Technology.

UNIS was established in 1993 to provide university level education in Arctic studies, to carry out high quality research, and to contribute to the development of Svalbard as an international research platform. UNIS' geographical position gives it a unique advantage, enabling students and faculty to use nature as a laboratory, arena for observation and data collection. UNIS is a share-holding company, owned by the Norwegian Ministry of Education and Research. The four traditional Norwegian universities; Oslo, Bergen, Trondheim and Tromsø, are represented on our Board of Directors. Thus, UNIS works closely with the mainland universities and the UNIS courses are intended to complement the teaching given by the mainland universities. About 400 students from about 26 nations all over the world take one or more courses every year at UNIS. The student body consist of 50 % Norwegian and 50 % international students and English is the official language. There are no tuition fees and there is affordable student accommodation in "Nybyen".

UNIS' faculty consist currently of 20 fulltime professors, 21 assistant professors and 120 guest lecturers who specialize in arctic issues. UNIS researchers work in collaboration with Norwegian and foreign research institutions and are actively involved in a large number of joint research projects.

UNIS in the Svalbard Science Centre

UNIS is the core of the Svalbard Science Centre, an international arctic centre of expertise in research and education, which also incorporates other professional and scientific institutions on Svalbard, such as The Norwegian Polar Institute, EISCAT and Svalbard Science Forum.

The 12 000 square meter science centre, inaugurated in April 2006, is a modern building with optimal conditions for studying and research linked to arctic nature and the greatly expanded volume will facilitate the continuing strong development of education and research at UNIS. UNIS own the "old" part of the Science Centre, and Statsbygg owns the biggest and newest part of the centre. UNIS also own their own apartments and most of the lodgings for PhD students. The student's accommodation in Nybyen is owned by Studentsamskipnaden in Tromsø.

UNIS in Longyearbyen

UNIS is located in the small town of Longyearbyen with some 2000 inhabitants. Added up, UNIS staff, students and their families, counts for about 20 % of the population in Longyearbyen and is the second biggest industry on Svalbard, after the coal mining company.

About Longyearbyen and critical recourses.

Longyearbyen has got a small emergency hospital, with limited recourses and limited space for people that get sick. In general, everyone that gets seriously sick in Longyearbyen will be evacuated to mainland Norway as soon as the medical condition and available (plane) transportation allows. Longyearbyen has got its own coal driven power plant, which supplies the whole community with electricity and heath. A small lake outside town supplies the whole community with fresh water.

Longyearbyen is governed by a local government that operates power and water supplies. "Sysselmannen på Svalbard", The Governor on Svalbard, is the Norwegian Governments representative for all Svalbard and is also responsible for coordinating all kinds of rescue operations and emergency readiness on Svalbard and in Longyearbyen. The Governors office is located in Longyearbyen.

Definitions and demarcations

The UNIS emergency and alert plan

UNIS has got an "Emergency alert plan" that come into force if and when UNIS experience any kind of accident related to our field activities or work in the Science Centre. The Pandemic plan will build on the existing "Emergency Alert plan", but will be more specific on tasks and actions related to this case.

The relation to other users in the Science Centre

UNIS is the biggest institution in the Science centre and has responsibility for operating front desk services for all users in the building. A pandemic will affect everyone in the Science Centre and it is important that all institutions present in the building agree on following the same guidelines, actions and plans. This plan is agreed upon by all users in the Science Centre and all users will follow the emergency preparedness steps and actions described.

Statsbygg owns parts of the building and is, as such, responsible for maintenance and cleaning. Statsbygg uses the company ISS for cleaning. ISS also operates the cantina in the building. The pandemic plan, with emergency preparedness steps and actions, is coordinated with Statsbygg and ISS and these companies have got responsibility for some of the actions described.

The relation to Studentsamskipnaden

Studentsamskipnaden , SiTø, owns and operate the students housing in Nybyen. SiTø has also got an office in the Science Centre. The cooperation and coordination with SiTø is very important when it comes to student affairs. The plan is coordinated and agreed upon with SiTø, and they are also listed with specific responsibilities in cooperation with UNIS staff.

Commission and pandemic effect

The pandemic plan is ordered from Kunnskapsdepartementet, (the Department of Reasearch and Education). In the mission from the department UNIS is asked to make a

plan that can handle a 40% sick leave for 15 weeks at the institution. The plan is build on guidelines from ”Direktoratet for samfunnssikkerhet og beredskap”.

Quality assurance of sanitation- and health care actions.

The different phases and actions described in the plan are discussed and agreed upon with medical expertise at Longyearbyen hospital.

1 Identification of critical functions at UNIS

UNIS is an educational and research institution where our most important functions are related to teaching and guidance for students and staff as well as managing ongoing research projects. As a result of this, field work and scientific cruises, are an important part of the activity at UNIS. All other functions at UNIS are established to support education and science. It is possible to list the critical functions at UNIS as such:

1. Teaching and tutoring students.
2. Manage and execute different science projects.
3. Fieldwork and scientific cruises.
4. Leadership and management of the institution, including administrative work.
5. Student administrative work and support.
6. Technical and logistic support, including IT support and housing.
7. Front desk services.
8. HSE (health, Safety and Environmental) services.
9. Internal information services.

In addition, information to the local community, where UNIS plays an important role in Longyearbyen, is important.

Teaching in normal classes will probably be impossible, both due to sick leave among teachers and the risk of contagion between students. It could still be possible to maintain some education and guidance by using internet solutions between the institution and the students housing. Fieldwork and cruises for larger groups, or in remote areas, will most likely be terminated and the only field based activity will be in the surroundings of Longyearbyen. Other important tasks and functions from the list above could be combined and it is then possible to list our most critical functions, in priority, as below:

1. Leadership and management of the institution.
2. Information service for students, staff and others.
3. Front desk services.
4. IT services
5. Internal technical and logistical services.

Function 1- 3 is regarded as most critical, while function 4 – 5 is maintained as long as possible.

1.1 Leadership and management of the institution.

UNIS has got a small administration and a flat structure, where the director is assisted by the board of leaders from the six (four scientific, one Technical and one Study and Research department) departments and an assistant director. The director's role at UNIS needs to be filled during an emergency, and it is possible to use both the assistant director and department leaders from the leader group in this position if needed. This gives a group of 8 people in total that could be used in this role. The director's function could in principle be solved by one individual.

1.2 Information service for students, staff and others.

According to the UNIS emergency alert plan, all information from UNIS should be given by the director. This is an important principle also during a pandemic. The director uses the information consultant as resource in this work. As this function at UNIS consists of only one person, it will be necessary to strengthen the role with more people. There will be many different groups in need of information. The most important groups will be:

- Staff and students present at UNIS
- Staff and student that has just left UNIS, or away on vacation or fieldwork.
- Staff and students that are on their way to UNIS from other institutions.
- Partners in the Science Centre
- Partners, as in other scientific institutions, in Norway and abroad.
- The local community and local authorities.
- Health care institutions.
- Next of kin for students and staff.

Staff members from both the Study and Research department and SiTø could be brought in to the information group to strengthen this service. This will also ensure a good cooperation between UNIS and SiTø in dealing with the students' situation in Nybyen. Information service could be solved by one person as a minimum.

1.3 Front desk services.

UNIS is responsible for front desk services for all users in the "scientific" part of the Science Centre. The most important part of this service is guiding and advising visitors coming in to the building and answering telephone and e-mail enquires to UNIS and other users of the Science Centre. The front desk is normally manned with one person. As this is regarded as a critical function, there needs to be more staff allocated. By using staff from the administrative department to strengthen this role, we could have as many as 7 persons who could do the job.

Front desk services could be solved by one person.

1.4 IT services

Especially in a situation where normal teaching in classes or groups is terminated, the need for IT services for organizing distance teaching will be important. Also, keeping internet and e-mail connections up and running will be of vital importance in a situation where information is high in demand. The UNIS IT group consists of 3 persons, but can

be strengthened by one more person from the logistics department. IT services could be solved by one person.

1.5 Internal technical, logistical and HSE (health, Safety and Environmental) services.

There will be a certain need for organizing different practical arrangements in connection with hygiene measures. Also, keeping instruments and other critical infrastructure operational as long as possible will be important. The logistic / technical group consists of 11 persons that all could be used in this role. The cooperation between this group and Statsbygg and ISS will be important when it comes to both hygiene measures and practical arrangements regarding infrastructure in Forskningsparken.

2 Identification of external critical recourses

UNIS is, as other institutions and organizations in Longyearbyen, highly dependent on a functioning power supply. Without the power plant working there will be no electricity and also no heating to the buildings, as the power plant is delivering district heating. Especially during the cold and dark period of the year, a permanent stop in the power supply will trigger an immediate need to evacuate the population from Svalbard. There is no back-up for such a situation.

Food supplies depend on a single deliver, and are also critical if that institution should not be able to operate.

The IT connection to mainland Norway goes through a broad band cable. This is a critical recourse, and we are depending on UNINETT to stay operative. A back up through other delivers of IT services is possible by using “Telenor mobile broadband connection” or “Telenor ADSL connection”.

The hospital in Longyearbyen is very small with an equivalent small staff. There are very few beds available for sick persons, and with a large number of sick people the hospital will fast be overcrowded. Evacuation of sick people may quite fast prove necessary. Also, guidance from health workers locally could prove to be difficult. Contact with health care institutions on mainland Norway will probably be necessary.

3 Identification of critical customers, users and collaborating partners

UNIS get its students from Universities all over the world, and every institution we are receiving students from, or sending students to, are partners that we need to communicate with during a pandemic. UNIS use guest lectures from both scientific and commercial institutions, and we have guest researchers from different institutions present at campus. Home institutions for all these individuals are partners we need to communicate with. A list with contact points / persons to these institutions is attached this plan. (Attachment 6; Cooperating institutions)

SiTø is an important partner in handling student housing in Longyearbyen, and plans that involves students is coordinated with them. Locally these institutions are important partners:

Users in the Science Centre:

- Statsbygg Nord
- ISS
- SiTø
- Svalbard Museum
- Svalbard Reiseliv AS (Local tourism)
- The Governor on Svalbard.
- The Norwegian Polar Institute
- Eiscat
- Nipr
- SSF
- SvalSat
- Sintef
- The University of Tromsø

All these institutions will follow the actions described in UNIS` Pandemic plan to ensure that all measures have the intended effect.

Other local institutions:

The Governor on Svalbard (Syselmannen på Salbard)

Longyearbyen Lokalstyre (including Longyearbyen school and the kindergartens)

Store Norske Spitsbergen Kull Kompani

Longyearbyen Hospital

All these institutions will get a copy of the Pandemic plan from UNIS and will be important cooperating partners. Cooperation with these institutions is already in place.

4 Measures

All measures listed below are incorporated in the attached list of actions. Each measure and action is given a responsible person or group.

4.1 Measures to reduce the risk of contagion at UNIS.

- Information for students and staff about how to avoid contagion. (UNIS)
- Cancel teaching in groups. (UNIS)
- Cancel meetings. (UNIS)
- Active use of disinfectants in restrooms and cantina. (Statsbygg, ISS, UNIS)
- Use of personal protection equipment (gauze masks) (UNIS)
- Disinfection of common used areas. (Statsbygg, ISS, UNIS)
- Strict routines on waste handling and disposal. (Statsbygg, ISS, UNIS)
- Close down cantina, training centre and sauna. (UNIS)
- Limited access to the building. (UNIS)
- Staff and students work from home office, limit the number of persons gathered in the building. (UNIS)
- Teaching and tutoring by IT. (UNIS)

4.1 How to deal with a 40% sick leave

- Prioritized tasks solved only.
- Use staff members from other units and departments to keep the critical functions operative.
- Teaching and field work canceled.

5 Information plan

5.1 Internal and local information

Executing a pandemic plan at UNIS means that other important institutions in Longyearbyen also is affected by the disease. Info going out from UNIS need therefore to be coordinated especially with the Governors office and the hospital to ensure that identical information is being spread out to the public,

Locally at UNIS we need to reach the following groups of personnel:

- Students.
- Staff
- Guest lecturers
- Visitors
- Groups being out on fieldwork.
- The local community

Communication of information will be done by:

- E-mail
- Info meetings (in an early phase).
- Posting news and info over the UNIS web page by establishing a special site with up to date info and contact info for key personnel and functions at UNIS.
- Placards put up at campus and in Nybyen (students quarters)

There will be a considerable need for updated information among all groups. It will be important to frequently send out as correct information as possible, even if there is no news to report. The aim will be to post two news bulletins each 24 h.

5.2 External information

Externally UNIS will have to communicate, and share info, with all cooperating institutions. Especially institutions sending students to UNIS, or receiving student from UNIS, will be in need of information. A separate list of these institutions, with contact persons, is attached this plan. In addition to the main institutions listed in this attachment we will have students, staff and guests from a big variety of organizations. Information on home institutions for these individuals is accessible through FS (felles student data base) or Ephorte.

Information will have to be gathered from different external sources to be able to distribute correct info out internally. A separate list of information sources is attached this plan.

5.2 Information to the media

Information to the media is only to be given from the director, or the person authorized by the director. It is important that up to date info on the situation is available and presented in a correct form. A good info service from UNIS will shield staff and students from the media rush.

5.3 Information to next of kin

Next of kin for both students and staff needs to be reached with information. An updated list of next of kin is held by both SiTø and the HSE unit at UNIS. Next of kin for persons that are sick will be contacted directly, over phone or e-mail, while others will find updated info on the UNIS web.

6 Appendixes

1. Plan for initiating Phases, Actions and Responsibilities.
2. Critical functions at UNIS.
3. Critical external recourses.
4. Sanitation and health care actions.
5. Sanitation plan, the Science Centre
6. Cooperating institutions.
7. External sources of information.

Gunnar Sand
Director

Fred S. Hansen
Head of safety and logistics

Appendix 1 to the UNIS pandemic plan;

Plan for initiating phases, actions and responsibilities.

Phase	Description of the situation	Measures and actions	Responsible	Comments
1	A pandemic disease has broken out and is regarded from Norwegian health authorities as a possible threat.	<ol style="list-style-type: none"> 1. Check emergency preparedness plans and pandemic plan. Check for changes in circumstances since the plan was made. 2. Discuss the pandemic plan within the leader group. Check that actions are known and recourses available. 3. Check that the plan is in compliance with our cooperating partners locally and abroad. 4. Check if we have students, staff or guest coming to UNIS from areas with outbreak, and in cooperation with the local health care service consider measures regarding these individuals. 	<p>HSE responsible</p> <p>HSE responsible</p> <p>HSE responsible</p> <p>Stud.adm, Admin and Reception.</p>	
2	A pandemic has broken out in Norway and it is expected that the disease could spread to Svalbard within a short period of time.	<p>Information goes out to all students and staff by distributing the pandemic plan.</p> <ol style="list-style-type: none"> 1. The UNIS pandemic plan distributes again to local authorities and partners locally and abroad. 2. Initiate hygienic measures step 1 (See appendix 4, sanitation and hygienic actions) and regulations to prevent disease. 3. In cooperation with local health services, check status for people coming to UNIS from areas with the disease. 4. Gather exact information on how many staff and students we have on Svalbard at the moment, and where they are. 5. Initiate in-house training and coordination for the different groups that is responsible for manning critical functions (see appendix2, critical functions at UNIS) 	<p>Info</p> <p>Info</p> <p>HSE Responsible / INFO</p> <p>Studadm / SiTø</p> <p>Studadm / SiTø, Admin, reception</p> <p>Director</p>	
3	Pandemic is broken out on Svalbard	<ol style="list-style-type: none"> 1. Hygienic measures is strengthened to step 2. (See appendix 4, sanitation and hygienic actions) 2. Access control to the building is reinforced. Only people from staff and students are allowed to the building without a special agreement. 3. Teaching in groups and classes at UNIS consider terminated. Distance teaching, using IT solutions, is implemented. 4. Field excursions and cruises are terminated. 5. Meetings are to be restricted to a minimum. 6. In cooperation with local health services, check status for people from UNIS that could have been exposed to contagion. 7. The cantina is considered closed. 8. Information goes out from UNIS on a daily basis on e-mail and intranet, keeping students and staff up to date on the situation. An info poster on hygienic measures and actions to prevent contagion is put up at the Science Centre and in Nybyen. 9. Keep exact control over how many staff and students we have on Svalbard at the moment, and where they are. Check that we have info on next of kin for all students and staff. 10. Info to people that are expected to UNIS. 11. Identify risk groups among students and staff related to possible vaccine. 12. Close down sauna and fitness centre. 	<p>HSE responsible / ISS</p> <p>Front desk</p> <p>IT group</p> <p>Studadm / SiTø / HSE responsible</p> <p>The director</p> <p>Info</p> <p>Info/ Studadm / SiTø / Adm</p> <p>Info/ Studadm / SiTø / Adm</p> <p>Info/ Studadm / SiTø</p> <p>HSE responsible</p>	
4	Staff or students at UNIS are sick.	<ol style="list-style-type: none"> 1. The cantina closes. 2. Meetings and teaching is terminated. 3. As many as possible from the staff should work from their homes, keeping the number of people gathered at UNIS at a minimum. 		

		<ol style="list-style-type: none"> 4. Reinforced access control to the building. 5. Initiate hygienic measures step 3 (See appendix 4, sanitation and hygienic actions) and regulations to prevent further disease. Disinfection of predefined areas. 6. Personnel that are sick are not allowed access to the building. 7. Information goes from UNIS to cooperating partners that might have received someone from UNIS that could bring the disease with them. 8. Follow-up on sick staff. 9. Follow-up on sick students. 10. Predefined prioritized tasks; Management, Info and front desk service, are being solved by working groups according to this plan. 11. Other tasks and operations at UNIS is down prioritized. 12. Information goes out from UNIS on a daily basis on e-mail and intranet, keeping students and staff up to date on the situation. An info poster on hygienic measures and actions to prevent contagion is put up at the Science Centre and in Nybyen. Information to next of kin for those being sick. 13. Keep exact control over how many staff and students we have on Svalbard at the moment, and where they are. 	<p>Front desk ISS /Statsbygg</p> <p>Front desk Info / Studadm / SiTø</p> <p>Director Studadm / SiTø Director / Info / Front desk</p> <p>Info</p> <p>Adm / Studadm / SiTø</p>	
5	We are struck by a 40% sick leave among staff and students. It is reason to believe that the situation could last for as much as 15 weeks.	<ol style="list-style-type: none"> 1. Predefined prioritized tasks; Management, Info and front desk service, are being solved by working groups according to this plan. Staff and students not needed to fulfil these tasks should stay at home. 2. Hygienic measures step 3 (See appendix 4, sanitation and hygienic actions) and regulations to prevent further disease. Disinfection of predefined areas. 3. Keep control over who is sick and their status and prognoses. 4. Keep in close contact with health care authorities locally. 5. Information goes out from UNIS on a daily basis on e-mail and intranet, keeping students and staff up to date on the situation. An info poster on hygienic measures and actions to prevent contagion is put up at the Science Centre and in Nybyen. Information to next of kin for those being sick. 6. Keep exact control over how many staff and students we have on Svalbard at the moment, and where they are. 	<p>Director / Info / Front desk</p> <p>Director / ISS</p> <p>Director Director Info</p> <p>Info / Front desk</p>	
6	The pandemic is on return and staff and students are starting to recover.	<ol style="list-style-type: none"> 1. Keep the hygienic measures on step 3, (See appendix 4, sanitation and hygienic actions). Disinfection of predefined areas, and housing for students and staff 2. Seek advice from Health care authorities regarding how fast a normal activity could resume. 	<p>Director / ISS</p> <p>Director</p>	
7	One or more from UNIS is dead from the disease.	<ol style="list-style-type: none"> 1. Information to next of kin and then to the rest of UNIS. 	<p>Director</p>	
8	As a result of sickness among the other population in Longyearbyen, the social structure is close to a collapse. Power, water and food supplies can not be guaranteed.	<ol style="list-style-type: none"> 1. An evacuating of staff and students could be necessary. The Governor on Svalbard will initiate the evacuation plan. 2. Keep exact control over how many staff and students we have on Svalbard at the moment, and where they are. 	<p>Director / Info / Front desk Director / Info / Front desk</p>	

Appendix 2 to the UNIS pandemic plan;

Critical functions at UNIS, in priority.

Critical function	Staff members to fill the function	Critical number	Need of in-company training / coordination	Needs to be coordinated externally	Available external recourses as back up.
Leadership and management.	Gunnar Sand, Director Helen Flå, Assistant Director Alvar Braaten, AG Ole Jørgen Lønne, AB Carl Egede Bøggild, AGF Aleksy Marchenko, AT Fred S. Hansen, Logistics Christin Kristoffersen, A&R	1	Some information and coordination. A one day seminar should be sufficient.	No	No
Information services, students, staff and others.	Eva Therese Jensen Ruben Eidesen, A&R Ane H. Bjørsvik, A&R Elise Strømseng, A&R Berit Jakobsen, A&R Mikael Lagerborg, A&R Nina Elisabeth Storvik	1	One day seminar.	SiTø	Hilde Jørgensen, SiTø Stine Wennevold, SiTø
Front desk services	Sølvi Janita Lervik Arnild Ness Ingrid Eggenfellner Trine Fjæringøy Christel Olsen Gunn Solberg Olsen	1	Half day internal info and training on operating the switchboard.		
IT services	Heinrich Eggenfellner, IT Frank Eggenfellner, IT Roy Erik Amundsen, IT Stefan Claes, Elektro Engineer	1	One day seminar.	Coordinated through local IT forum.	IT recourses from Longearbyen skole, SNSK and Spitsbergen IT.
Logistic, technical and HSE services	Martin Indreiten, Logistics Monica Votvik, Logistics Jørgen Hågensli, Logistics Kåre Johansen, Logistics John Inge Karlsen, Logistics Gerd Irene Sigernes, Lab Emma Johansson Karlsson, Lab Frithjof Kildal, Caretaker	1	One day seminar focusing on critical instruments and infrastructure.	Towards Statsbygg Nord and ISS	Logistic recourses from NP. Technical support from Statsbygg and ISS.

Critical external recourses for UNIS

Function	Responsible institution	Responsible at UNIS for coordination during normal working conditions	Responsible at UNIS during a pandemi	Alternative recourses
Power supply	Longyearbyen bydrift	Frithjof Kildal, UNIS Morten Statsbygg Nord	Logistics group	Limited time of power supply for critical functions by generator and UPS.
Water supply	Longyearbyen bydrift	Frithjof Kildal, UNIS Morten Statsbygg Nord	Logistics group	No
On line IT connection	UNINETT	Heinrich Eggenfellner	IT group	Telenor
Housing for students in Nybyen	SiTø	Studadm	Info group	No
Health Care Services	Longyearbyen Hospital (UNN)	Head of safety and logistics	Logistics group	No
Cleaning services in the Science Centre	Statsbygg Nord ISS	Frithjof Kildal, UNIS Morten Statsbygg Nord	Logistics group	
Technical services (infrastructure in the Science Centre)	Statsbygg Nord	Frithjof Kildal, UNIS	Logistics group	No
Emergency management	The Governor on Svalbard	Head of Safety and Logistics	Logistics group	No
Food supply	Svalbardbutikken			No

Sanitation and health care actions

Step	<i>Situation Actions</i>	Responsible	Comment
1	<p><i>A pandemic is registered and it is likely that it could spread to Svalbard.</i></p> <p>Information available for staff and students, both electronic and as posters put up at campus and in Nybyen. The information should consist of:</p> <ul style="list-style-type: none"> - How to avoid contagion by personal hygiene and behaviour. - Symptoms of the disease and how to act if you feel sick. 	Info / HSE responsible	In cooperation with Longyearbyen hospital and National health authorities.
2	<p><i>A pandemic is registered at Svalbard.</i></p> <ul style="list-style-type: none"> - Information on how to avoid contagion is brought up to date and strengthened. - Disinfectants, along with special waste handling boxes, spread out on campus and in Nybyen on every toilet, in the cantina, in the reception, at the lab facilities and in the logistics. 	Info / HSE resp. Logistic group / Statsbygg / ISS / SiTø	In cooperation with Statsbygg, ISS and SiTø, along with other users in the Science Park. Gather info and advice from health authorities.
3	<p><i>Staff or students at UNIS is sick from the pandemic.</i></p> <ul style="list-style-type: none"> - Daily disinfection of common used areas initiates. - Gauze masks, with user's guidance, distributed to students and staff. Everyone working at UNIS in front desk should use gauze mask. - Disinfection of areas (offices / rooms) used by sick people. 	Info / HSE resp. Logistic group / Statsbygg / ISS / SiTø	In cooperation with Statsbygg, ISS and SiTø, along with other users in the Science Park. Gather info and advice from health authorities.

Sanitation, ground floor. Hand disinfection stations with special containers for waste disposal and info signs.

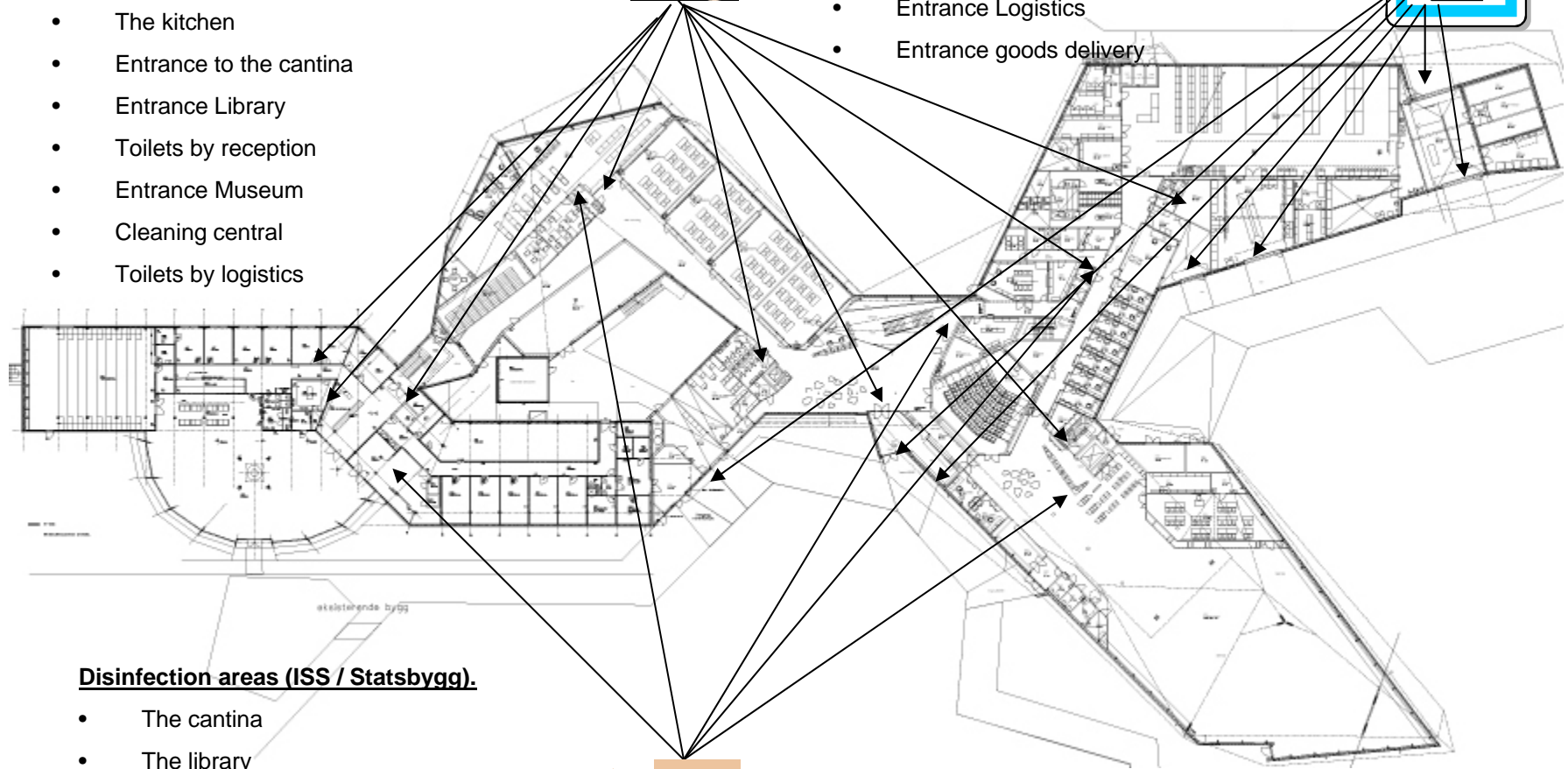
Disinfection stations (ISS / Statsbygg)

- Entrance Forskningsparken
- Toilets in the cantina
- The kitchen
- Entrance to the cantina
- Entrance Library
- Toilets by reception
- Entrance Museum
- Cleaning central
- Toilets by logistics



Information signs (UNIS info group)

- Entrance Forskningsparken and Svalbardporten
- Entrance Logistics
- Entrance goods delivery



Disinfection areas (ISS / Statsbygg).

- The cantina
- The library
- The receptions areas
- The cleaning central



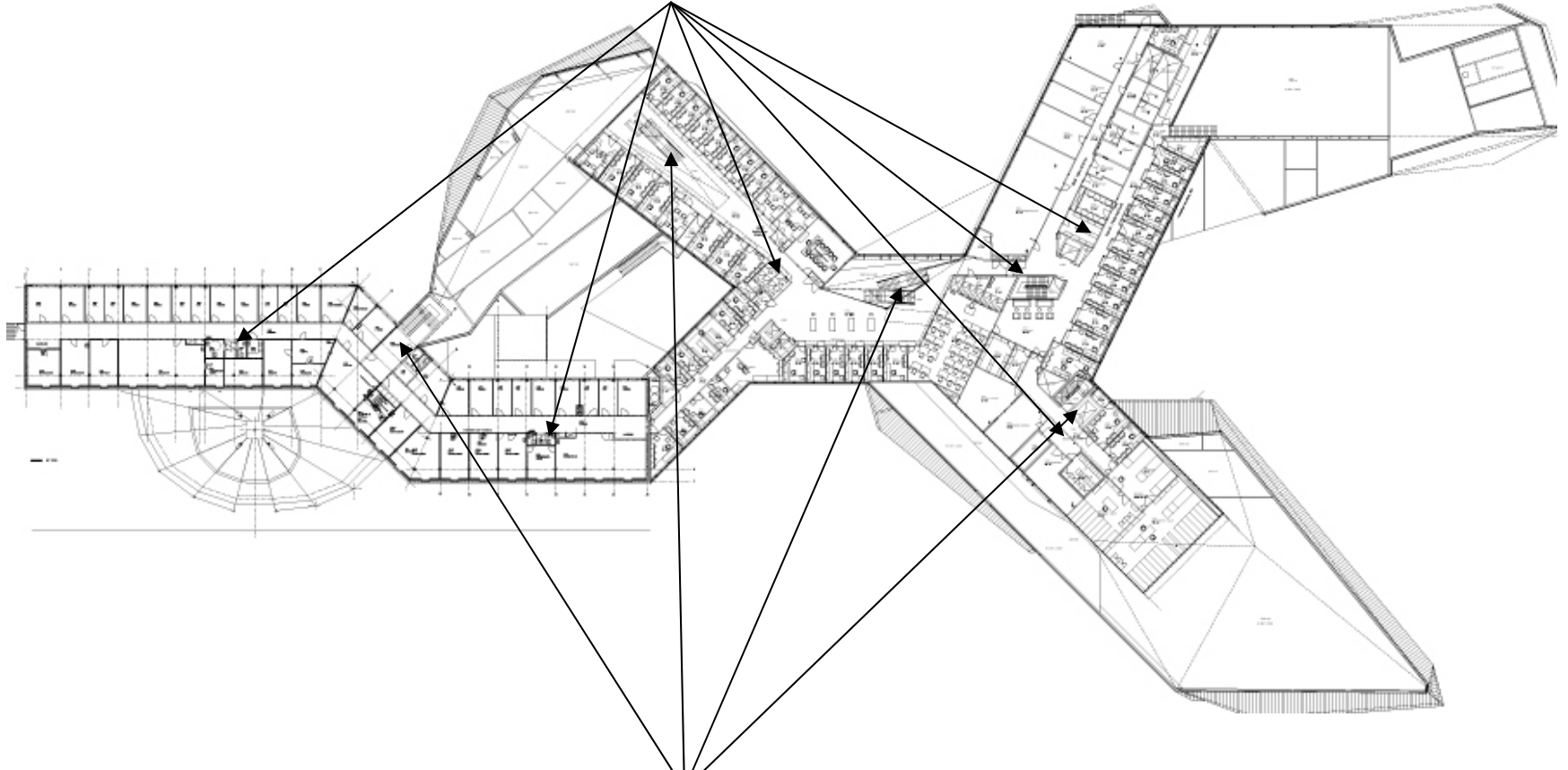
Sanitation, ground floor. Areas that needs to be disinfected regularly as long as the building is in operation.

Sanitation, First floor. Hand disinfection stations with special containers for waste disposal.

Disinfection stations (ISS / Statsbygg)



- All toilets in first floor



Disinfection areas (ISS / Statsbygg)

- The hallways between floors

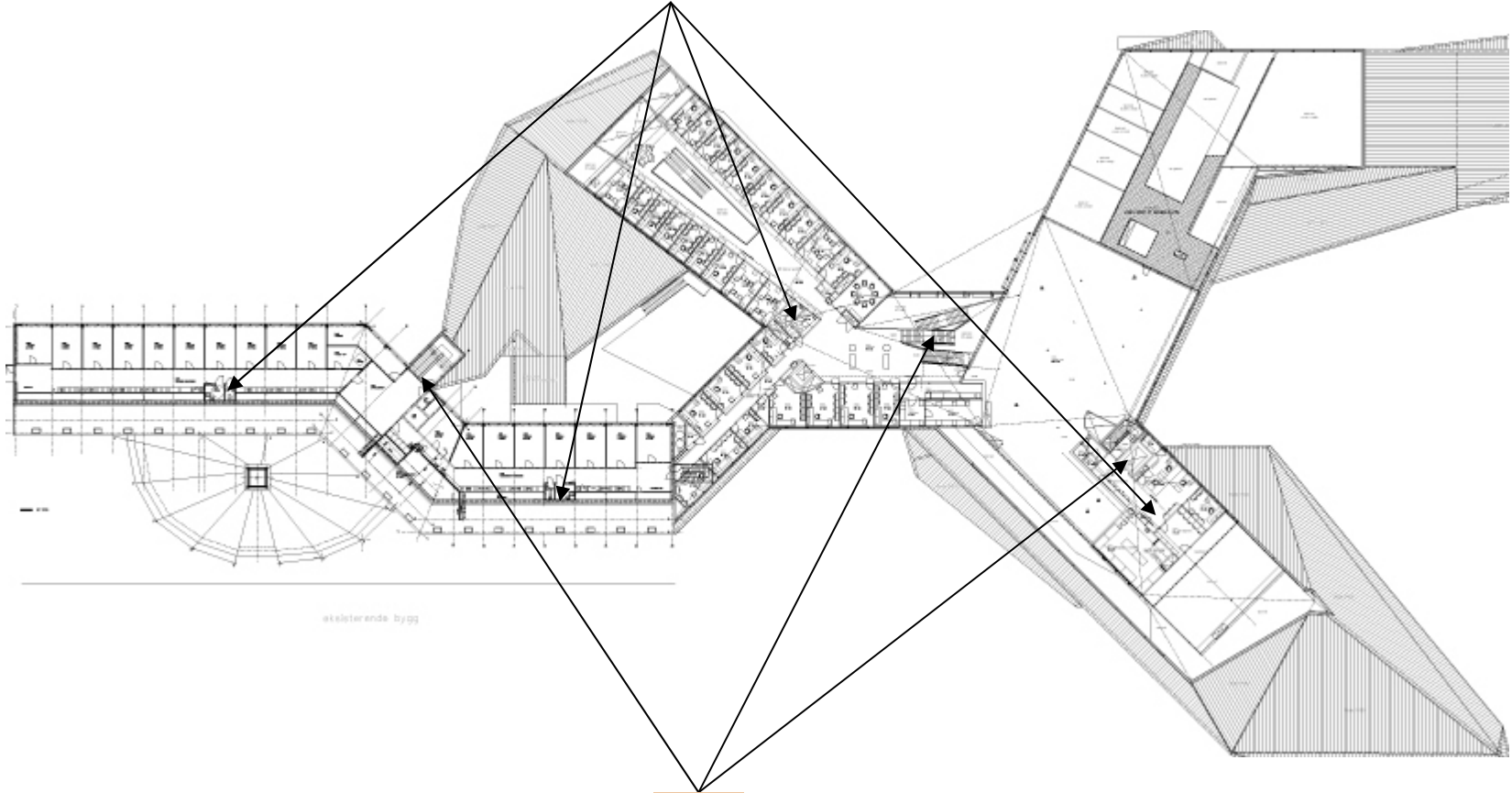


Sanitation, First floor. Areas that needs to be disinfected regularly as long as the building is in operation.

Sanitation, Second floor. Hand disinfection stations with special containers for waste disposal.

Disinfection stations (ISS / Statsbygg)

- All toilets in second floor



Disinfection areas (ISS / Statsbygg)

- The hallways between floors



Sanitation, Second floor. Areas that needs to be disinfected regularly as long as the building is in operation.

Appendix 6 to the UNIS Pandemic plan.

Cooperating institutions

Cooperating institutions in the Svalbard Science Centre

Svalbard museum

<http://www.svalbardmuseum.no/>

79026492 / 79026490

kontor@svalbardmuseum.no

The Norwegian Polar Institute

<http://npweb.npolar.no/>

Svalbard: 79022600

Tromsø: 77750500

post@npolar.no

Svalbard Science Forum

<http://ssf.npolar.no>

79026441

ssf@npolar.no

Svalbard Tourism (Svalbard Reiseliv as)

<http://www.svalbard.net/reiser/NO>

79025550

info@svalbard.net

Eiscat

<http://www.eiscat.com/>

79026484

Cooperating institutions on Svalbard

The Governor on Svalbard (Sysselmannen på Svalbard)

<http://www.sysselmannen.no/>

79024300 / 79021222 / 112

firmapost@sysselmannen.no

Longyearbyen Hospital

<http://www.unn.no/longyearbyen-sykehus/category9527.html>

79024200 / 113

post@unn.no

Longyearbyen lokalstyre

<http://www.lokalstyre.no>

79022150

postmottak@lokalstyre.no

Cooperating external institutions

Universitetet i Bergen:

<http://www.uib.no>

Rebekka Kox Brokstad. Telefon kontor 55 97 46 68 mobil 452 42 974

rebecca.kox@gades.uib.no

Universitetet for miljø- og biovitenskap:

<http://www.umb.no>

Bård Tollefsen. Telefon kontor 64 96 59 28 mobil 95 26 16 19

baard.tollefsen@umb.no

NTNU:

<http://www.ntnu.no>

Anne-Elivabeth Holte .Telefon kontor 73598027 mobil 91897827

anne.holte@ntnu.no

Universitetet i Oslo:

<http://www.uio.no>

Trond Erik Eriksen. Telefon kontor 22854499 mobil 47-91737330

t.e.eriksen@admin.uio.no

Universitetet i Stavanger:

<http://www.uis.no>

Anne Selnes. Telefon kontor 5183 3015 mobil 9519 6107

anne.selnes@uis.no

Høgskolen i Finnmark:

<http://www.hifm.no>

Pål Markusson, 784 50 215

postmottak@hifm.no

Universitetet i Tromsø:

<http://www.uit.no/startside>

77644000

postmottak@uit.no

Vernesjef Annemari Kongerød

Appendix 7 to the UNIS Pandemic plan.

External sources of information

Norwegian directorate of health (Helsedirektoratet)

<http://www.helsedirektoratet.no/>

E-mail: postmottak@helsedir.no

Tlf: +47 810 200 50

Fax: +47 24 16 30 01

National authority's info page on pandemic

<http://pandemi.no/>

Tlf: + 47 21 07 70 00

The Norwegian Institute of Public Health (Folkehelseinstituttet)

<http://www.fhi.no>

Tlf: +47 21 07 70 00

Fax: +47 22 35 36 05

The Directorate for civil protection and emergency planning (Direktoratet for samfunnsikkerhet og beredskap)

<http://www.dsb.no>

E-mail: postmottak@dsb.no

Tlf: +47 33 41 25 00

Fax: +47 33 31 06 60