

**MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
KHMELNYTSKYI NATIONAL UNIVERSITY**

«APPROVED»

By the Academic Council of
Khmelnytskyi National University
Record № 1 as of 29.08.2019
Academic Council Chairman
[signature and seal] M.Y. Skyba

Procedure for accompanying (providing assistance) to persons with disabilities
and representatives of other low-mobility groups during their stay on the
territory of Khmelnytskyi National University

Khmelnytskyi, 2019

1. General provisions

1.1. The procedure for accompanying (providing assistance) people with disabilities and representatives of other low-mobility population groups is developed on the basis of the UN Convention on the rights of people with disabilities (ratified by Ukraine and entered into force on 06.03.2010); on the basis of Article 2 of the law of Ukraine "Fundamentals of Social Protection of Persons with Disabilities in Ukraine"; resolution of the Cabinet of Ministers of Ukraine of 30.12.2015 No. 1187 "About approval of Licensed conditions of implementation of educational activities" (paragraph 33). These and other documents provide conditions for the categories mentioned above of citizens to exercise their rights equally with other citizens.

1.2. The procedure for accompanying (providing assistance) persons with disabilities and representatives of other low-mobility population groups (hereinafter referred to as the procedure) determines the support (providing assistance) to persons with disabilities, representatives of other low-mobility population groups during their stay on the territory of Khmelnytskyi National University (hereinafter referred to as the University).

1.3. The procedure is published on the official website of Khmelnytskyi National University, as well as posted on the stands of the University's official documentation.

1.4. Terms and definitions used in this procedure:

- **a person with a disability** - a person with a persistent disorder of body functions, which, when interacting with the external environment, can lead to restriction of his life, as a result of which the state is obliged to create conditions for the exercise of his rights on an equal basis with other citizens and provide him with social protection; persons with disabilities also include children with disabilities and persons with disabilities due to war;

- **low-mobility population groups** – groups of people, those who have difficulty moving independently, obtaining services, necessary information, or navigating in open areas. People with disabilities, people with temporary health problems, pregnant women, older (elderly) people, people with baby strollers, etc. are classified as low-mobility population groups (Building code 2.2-40: 2018 "Inclusivity of buildings and structures");

- **responsible person** - a university official who is responsible for ensuring access to the University territory for persons with disabilities and representatives of other low-mobility population groups;

- **University territory** - a complex of buildings, structures, and adjacent territories of the University.

1.5. The vice-rector for administrative and economic work and industrial

training, as well as the first vice-rector, vice-rector for scientific and pedagogical work, are appointed responsible for the observance and implementation of the rights and freedoms of persons in need of support at the University.

1.6. In the relevant structural division of the University where a person in need of support is studying, the head of the division or a person authorised by him is appointed responsible for ensuring, observing and implementing his rights and freedoms.

2. The procedure for movement of low-mobility population groups and persons with disabilities in the University premises

2.1. At the entrance to the buildings of academic buildings and dormitories of the University, a call button is equipped, located at an acceptable height, for persons with disabilities, representatives of another low-mobility population groups (hereinafter referred to as persons in need of support) to call responsible persons (hereinafter referred to as the responsible person) from among the university employees who are supposed to provide support.

2.2. If necessary, the person in need of support may agree in advance with the responsible person (the head of the structural division, an authorised person or a representative of the university security service) the necessary amount of assistance in organising access to the University premises, indicating the date and time of arrival by phone (the phone number of the head of the structural division, an authorised person and the dispatching service of the university security is provided to persons in need of support in advance).

2.3. The responsible person should specify what kind of assistance is needed for the person in need of support and ensure the organisation of support. It is unacceptable to impose help.

2.4. If the wheelchair user needs help, the responsible person, should ask the person where they want to get to, and then inform them about the possibility of taking them to the agreed place. It is forbidden to bend down or lean on a wheelchair or other auxiliary means of a person.

2.4. If necessary, the responsible person involves other employees of the University to assist the person in need of support.

2.5. If a person in need of support intends to receive information about the University's services, the responsible person is obliged to inform the head of the department who has the necessary information about this. In the future, the head of this division should arrive as soon as possible in person or ensure the arrival of an employee of the division who has the necessary information and can advise the person in need of support.

2.6. If a person in need of support intends to submit an application or other documents to the structural divisions of the University, the responsible person provides its support to the relevant division, introduces the employee of the division, saying the last name, first name and patronymic of each person.

2.7. Persons in need of support enjoy a priority right when submitting documents to divisions University.

2.8. When visiting the University by a person in need of support if necessary, the responsible person must explain the internal regulations of the

University, inform about the reception hours in the structural divisions of the University, tell about the features of the university buildings: the number of floors, the presence of handrails, other devices and devices for persons who need an escort, in accordance with their functional limitations; the location of sanitary rooms, possible obstacles to movement, etc.; the structure of the University, the layout plan of administrative premises, the functional responsibilities of Representatives of the university administration.

2.9. Upon completion of the university visit, the responsible person accompanies the person in need of support until leaving the university territory.

2.10. In case of an emergency, the responsible person is responsible for evacuating the person in need of support from the buildings of academic buildings and dormitories of the University.

2.11. The responsible person, in agreement with the person in need of support, has the right to provide other types of support assistance that are not provided for in this procedure.

3. Final provisions

3.1. This procedure comes into force from the date of issuing the order for the University, which approved it.

3.2. Changes to the procedure are made by the rector of the University.