

Approved by

The rector of

Petro Mohyla Black Sea National University



Leonid KLYMENKO

2018

## PROCEDURE

### OF THE ASSISTANCE FOR PERSONS WITH DISABILITIES AND OTHER LOW MOBILE GROUPS OF THE POPULATION IN PETRO MOHYLA BLACK SEA NATIONAL UNIVERSITY (PMBSNU)

#### I. TERMS

1. The procedure for assistance (accompanying) to persons with disabilities and other low-mobility groups in PMBSNU (hereinafter - Procedure) was developed to meet the requirements of paragraph 2 of the Decree of the President of Ukraine dated on December 2, 2017 № 401/2017 "On amendments to paragraph 3 of the Regulations on the national institutions of Ukraine".
2. This procedure is designed to ensure the rights and opportunities of persons with disabilities and other low-mobility groups on an equal rights with other citizens to participate in public life and is to identify, remove obstacles and barriers to the provision of rights and needs, including access to university facilities, obtaining information based on individual capabilities, abilities and interests – to education, work, culture, physical culture and sports.
3. The current procedure stipulates that the university must ensure the barrier-free architectural environment in order to ensure equal access to education for persons with disabilities and other low-mobility groups.
4. This procedure determines the actions of university staff to ensure the convenience and comfort of stay, quality provision of educational and other services by university staff for a certain category of persons. Such as persons include persons with disabilities and other low-mobility groups.

#### II. SUPPORT PROCEDURE (ASSISTANCE)

1. To obtain public information, the person should contact the rector's assistant. It is possible to contact via:
  - phone: +38(0512) 50-03-33
  - e-mail [rector@chmnu.edu.ua](mailto:rector@chmnu.edu.ua)
2. To visit the premises of the university, persons with disabilities and other low-mobility groups should contact any employee of the university.
3. In case of receiving information about the arrival of a person who needs help at the university facility, the university employee is obliged to personally find out the purpose of her visit and: if a person needs an assistance intends to obtain information about the services of the university, notify the coordinator for the recruitment, training and employment of students with disabilities, who has the necessary information. The coordinator for the recruitment, training and employment of students with disabilities immediately (up to 5 minutes) arrives to the person and provides advice directly in the room for visitors / lobby; If necessary, engages an assistant – a guard (security guard) or other employee of the university to provide assistance during the movement.
4. The guard (security guard) of the university facility in case of arrival of a person in need of assistance, immediately reports to the commandant of the building or hostel and further follows his instructions to ensure the convenience and comfort stay, movement of people with disabilities and other low mobility groups
5. After the visit of the person in need of assistance, the commandant of the building or hostel of the university organizes the escort of this person to the exit of the university building.
6. This procedure is published on the official website of the university and sent to the structural units.