

Corona Phased Plan at the University of Freiburg (as of: October 21, 2020)

On the basis of the “State Concept for Managing a Second Wave of SARS-CoV-2 Infection: Phased Concept” with the annex “Matrix of Living Areas according to the Pandemic Levels,” depending on regional events in the city/county or state (7-day incidence), and the current hygiene regulations of the University of Freiburg, the Rectorate adopted the following phased plan on October 21, 2020.

The underlying measurement is the average of incidences in the city of Freiburg and the districts Breisgau-Hochschwarzwald, Emmendingen and Lörrach. To reach the next phase, the threshold must be exceeded for three consecutive days. The Safety Department will inform the Rectorate about this, which will decide whether the next higher or lower level is to be declared for the University.

Phase 1: Incidence levels <10/100.000: Preventative measures to prevent and control SARS-CoV-2

“Normal operations under pandemic conditions”

- Communication and enforcement of social distancing and hygiene regulations
- Normal study operations under pandemic conditions (hybrid courses) on-site for the first and second semesters in particular
- Possible exceptions to the minimum distance for sports students subject to SSI review
- in individual suspected or confirmed corona cases at the university, decisions on teaching methods are made according to local conditions (spatial conditions and infection incidence)
- Normal operations under pandemic conditions for research, libraries and administration
- Opening of the buildings to University members, external companies and guests in compliance with the hygiene regulations (no entry if typical Corona symptoms are present)
- Committees: As a rule, face-to-face meetings are legally required, as far as possible under the current hygiene regulations. If the hygiene regulation requirements cannot be met, on-site sessions are to be replaced by video and telephone conferences (§ 6a University Rules of Procedure).
- Business trips to international risk areas designated by the RKI are prohibited. Business trips within Germany, if at the time of the start of the business trip the destination is located in a city or district which, according to the publication of the RKI, has a cumulative number of newly infected cases per 100,000 inhabitants in the last seven days in relation to the population of more than 50 cases per 100,000 inhabitants, can only be approved in exceptional cases if they are absolutely necessary for professional reasons and cannot be postponed (see in detail the information sheet Coronavirus / Covid 19: Rules for the approval and execution of business trips / travel).
- Business trips are to be restricted as far as possible.
- Receptions with catering only if necessary for business purposes and in compliance with special hygiene measures; company outings, celebrations, etc. are to be avoided.
- Reduction of business trips as far as possible.
- Libraries: pre-booked places/regulated access - restrictions on opening hours, maximum number of people allowed and user groups. Literature supply through lending and limited on-site use, expansion of the electronic offer, article delivery service and book dispatch.
- Rehearsals/performances of choirs, theater under the condition of adapted hygiene concepts.

Phase 2: Exceeding incidence levels >10/100.000 through “scattered occurrence”: additional measures to prevent and control SARS-CoV-2

“Restricted operations under pandemic conditions”

- Reduction of classroom teaching in favor of digital formats and prioritization of classroom teaching in favor of first-year students and exams, except for necessary training formats
- Withdrawal of exceptions to the distance requirement in the course of studies, if necessary
- Close observation of cases at the University: accumulations in buildings/study programs
→ Local containment measures in teaching and at the workplace
- Strong communication and stronger control of the measures (house rules, (student) hygiene scouts)
- Restricted access to buildings for members of the university, external companies and guests, urgent appeal to stay at home (home office if necessary) in case of general symptoms of a respiratory tract infection
- Subject to approval for conferences, congresses...
- Reduction of attendance requirements for administration, increased use of home office, team building without mutual contact in larger units if necessary, special protection of members of risk groups
- Committees: As a rule, face-to-face meetings are legally required, as far as possible under the current hygiene regulations. If the hygiene regulation requirements cannot be met, on-site sessions are to be replaced by video and telephone conferences (§ 6a University Rules of Procedure).
- Business trips to international risk areas designated by the RKI are prohibited. Business trips within Germany, if at the time of the start of the business trip the destination is located in a city or district which, according to the publication of the RKI, has a cumulative number of newly infected cases per 100,000 inhabitants in the last seven days in relation to the population of more than 50 cases per 100,000 inhabitants, can only be approved in exceptional cases if they are absolutely necessary for professional reasons and cannot be postponed (see in detail the information sheet Coronavirus / Covid 19: Rules for the approval and execution of business trips / travel).
- Business trips may only be authorized if absolutely necessary for official reasons.
- Waiver of receptions with catering (except in the case of an exception); waiver of company outings, celebrations etc.
- Student bodies / the constituted student body will be informed about the compliance with the hygiene guidelines. A hygiene concept must be submitted in advance for events organized by the student councils on university premises
- Libraries: examination of a further limitation of opening hours and maximum number of persons allowed
- Rehearsals/performances of choirs, theater only in exceptional cases after the Rectorate has decided and hygiene concepts have been presented.

Phase 3: Incidence levels >35/100.000 “critical phase”: additional increased measures to prevent and control SARS-CoV-2

“More limited operations under pandemic conditions”

- Study operations as under phase 2
- Mandatory mask-wearing at the seat/workstation, in courses, during examinations with more than ten persons present and on all University premises.
- Withdrawal of exceptions to the distance requirement in the course of studies, if necessary.
- Increased relocation of administrative activities to the home office, strict protective measures for those employees who have to work in the presence and members of risk groups.
- No in-person office hours
- Committees: Like phase 2.

- Business trips: Same as phase 2.
- Prohibition of events of the student councils, constituted student body, also outside the premises of the university, as far as legally possible.
- Prohibition of rehearsal/performance of choirs, theater...

Phase 4: Incidence levels >50/100.000

“Emergency operations under pandemic conditions”

In addition to phase 3:

- Switch to digital teaching including exams is permitted and the requirement of two on-site courses per week for first-year students will be abolished. The decision is the responsibility of the teacher and has to be made in coordination with the responsible Dean of Studies.
- Closure of the University buildings with access via UniCard
- Libraries: Further limitation of opening hours, maximum number of persons and, if applicable, of user groups allowed. Checking the opening of the specialized libraries depending on the respective building accessibility. Extended offer of scanning and delivery services.
- Prohibition of conferences, congresses etc.
- Cessation of general University sport activities.

Phase 5: Incidence levels >100/100.000

In addition to phase 4:

- Conversion to digital teaching; attendance at university is suspended.
- Practical courses that require special laboratory or work rooms at the universities (e.g. laboratory internships, preparation courses) are only possible under special protective measures if they are absolutely necessary.
- On-site written examinations may be conducted in compliance with the regulations required for the protection against infection.
- Oral examinations will be carried out online.
- On-site administrative activity will take place only in justified exceptions.

Phase 6 Incidence levels >200/100.000: additional increased measures to prevent and control SARS-CoV-2

In addition to phase 5:

- Closure of the university buildings
- Maintenance of essential functions in the company; formation of independent teams
- Practice formats such as internships, preparation courses, attendance examinations do not take place.
- Closure of the libraries, only limited lending.
- The administrative work is done in the home office, except for essential activities (necessary infrastructure, security, etc.); in these cases, independent teams must also be formed.
- All business trips will be cancelled.