General SARS-CoV-2-Hygiene regulations for the University of Freiburg
(SARS-CoV-2 University hygiene regulations)

As of: October 15, 2022 Version 13.1
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Preface

On October 1, 2022, the new SARS-CoV-2 occupational health and safety regulation came into effect. In contrast to its earlier versions, which made Corona protection measures mandatory, the focus is now on an internal assessment. On this basis, the necessary protective measures for internal infection control must be defined and implemented.

SARS-CoV-2 continues to circulate and can spread wherever people gather. A surge in the number of cases has been observed since mid-September 2022, and a further increase in the incidence of infection is expected in the coming months. Measures are therefore still needed to keep the incidence of infection and illness under control and to reduce illness-related absences of employees and students. It has been shown that the previous measures of the University's SARS-CoV-2 hygiene regulations have proven to be effective. Further measures are therefore not necessary at the moment.

Wearing an FFP2 mask or a medical mask has proven to be a particularly effective measure during the pandemic. The university therefore asks all students and employees as well as visitors to continue wearing an FFP2 mask or a medical mask indoors.

The University urges all previously unvaccinated members who can be vaccinated according to the recommendation of the Standing Commission on Vaccination to be vaccinated and all already vaccinated members to get a booster shot. Vaccination is and remains the only rational way out of the pandemic. Those who are deliberately unvaccinated are not only putting their own health at risk, they are putting everyone at risk.

In this respect, the University’s executives bear special responsibility. They are responsible for active communication in accordance with the principle “health comes first” and for ensuring that the special operational infection protection measures and related instructions are explained, implemented and monitored in a comprehensible manner. The implementation of and compliance with the protective measures listed below is the responsibility of those in charge in the individual management areas in accordance with Section 2.3 of the General Administrative Regulations of the University of Freiburg (excluding the Medical Center – University of Freiburg) on responsibility for occupational health and safety and environmental protection dated April 13, 2005, as well as the managers of individual events. In addition, those authorized to exercise domiciliary rights are requested to make use of those rights to the extent necessary (see also Section 3 of the University's House Rules).
The SARS-CoV-2 University Hygiene Regulations are regularly adapted to the current legal regulations, the official requirements and recommendations as well as the resulting changes in the University’s corona measures. The currently valid version of these regulations must be observed.

1. General Notes

1.1. General information about SARS-CoV-2 (COVID-19)

- The main transmission pathway for SARS-CoV-2 is the respiratory uptake of virus-containing particles, which are produced during breathing, coughing, speaking and sneezing. The probability of exposure to infectious particles of any size is increased within a radius of 1-2 meters around an infected person. Transmission of SARS-CoV-2 by aerosols is possible if many people gather in insufficiently ventilated indoor spaces and there is increased production and accumulation of aerosols. An effective air exchange can reduce the aerosol concentration in a room. If the minimum distance is maintained, the probability of transmission outdoors is very low due to air movement. A transmission through contaminated surfaces cannot be excluded, especially in the immediate vicinity of the infectious person. SARS-CoV-2 infections with the omicron variant, which has been dominant since January 2022, are generally comparatively mild and often asymptomatic, especially in vaccinated individuals. The RKI can provide more detailed information.

1.2 An overview of the most important hygiene measures

<table>
<thead>
<tr>
<th>Social distancing</th>
<th>Maintain a minimum distance of 1.5 meters from other persons; if possible.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hygiene</td>
<td>Wash your hands regularly and thoroughly. Cough and sneeze into the crook of your arm.</td>
</tr>
<tr>
<td>Masks</td>
<td>We strongly recommend wearing an FFP* mask or medical mask indoors at the University and when on business travel.</td>
</tr>
<tr>
<td>Ventilation</td>
<td>Air the room regularly, even during the cold winter months.</td>
</tr>
<tr>
<td>Ban on entry and participation</td>
<td>Individuals are not permitted to enter the University or participate in events if they should be in self-isolation on account of coronavirus,</td>
</tr>
</tbody>
</table>
- exhibit any of the typical symptoms of infection with coronavirus, namely shortness of breath, cough, fever, including a temporary loss of smell or taste.

2. Special technical and organizational measures

2.1 Room occupancy

- Maintaining a minimum distance of 1.5 meters to others is generally recommended.

- The 2022 summer semester will be a semester of classroom instruction. This will also require an increased employee presence. Regarding working from home, the regulations of the existing service agreement on "Tele- und Heimarbeit an der Universität Freiburg" (see under Service A-Z - Mobile Working and Home Office) will apply as of May 28, 2022. Applications by employees for home office according to the above-mentioned service agreement can be made using form P500.

Employees who require special protection in accordance with the occupational health recommendation issued by the Committee for Occupational Medicine "Dealing with employees in need of special protection due to the SARS-CoV-2 epidemic" must continue to be granted home office in accordance with the simplified procedure. This group includes, in particular, employees who have to undergo long-term therapy with immunosuppressants or have had to undergo organ or stem cell transplantation, as well as employees with a history of malignancy under ongoing therapy, employees with heart failure classified as NYHA III or higher, with cardiomyopathies classified as NYHA III or higher, or with severe heart valve defects.

- As far as possible, rooms that on account of part-time work or vacation are periodically unoccupied are to be used temporarily by others in order to reduce contact. The temporary use of another workplace must be agreed with the employees in advance.

- Work equipment should where possible always be used by the same person. If this is not possible, appropriate hand hygiene and regular cleaning and, if necessary, disinfection of the work equipment, especially before transfer, must be ensured.

- Transparent partitions are to be installed at workplaces with public access (e.g. information desks or consultation areas), and are to be procured via the usual University ordering system at the expense of the institution.
2.2 Ventilation

- Aerosols accumulate quickly in closed indoor spaces and spread throughout the room. Prolonged exposure to poorly ventilated or unventilated rooms increases the potential risk of aerosol transmission.

- The free App "CO₂-Timer" from the German Social Accident Insurance (DGUV) enables estimation of the CO₂ concentration in enclosed rooms. Computers can also be used to determine the timing and frequency of ventilation of a room. It is recommended that a CO₂ concentration of 800 ppm is input as an infection prevention target for ventilation. Another tool is the free digital ventilation calculator from the BGN Trade Association.

- To ventilate the room, open the window(s) wide for at least 3 minutes. Tilt ventilation is not sufficient as the exchange of air is inadequate. This also applies to rooms that only have a stationary air circulation system or equipment. These cool or heat the indoor air, but there is no exchange with fresh air.

- The length and frequency of ventilation depends on how many people are in the room. In rooms with single occupancy, only a very short period of intermittent ventilation is sufficient.

- In rooms which have a technical air supply and exhaust air system, no additional individual ventilation is usually required. If you have any questions regarding the existing ventilation systems, please contact Department 4.

2.3 Business trips

- Business trips to countries/regions that are designated as virus variant areas by the RKI at the start of the trip also require the approval of the Rector. The urgency and importance of the business trip must be explained.

- Please also refer to the information sheet on the University’s Corona webpage under “Travel.”

2.4 Cleaning

- Surfaces and objects that are frequently touched by people must be cleaned regularly.
Further hygiene measures due to other legal regulations (hazardous substances law, genetic engineering law, bio-substances ordinance, etc.) must be observed without change.

3. Individual hygiene measures

- Standard hygiene regulations such as hand cleaning as well as etiquette for coughing and sneezing apply.
- Ownership of personal items such as a medical face mask, drink cups/bottles or food must always be clearly identifiable and items must be stored in such a way that they cannot be used by others.

4. Medical masks or FFP2 masks (or a comparable standard)

- Wearing a FFP2 mask or a medical mask has proven particularly effective during the pandemic. Without a mask, many potentially infectious particles are distributed in the room. Medical masks already reduce the risk of infection. However, tight-fitting FFP2 (or comparable) masks provide particularly good protection.
- The University therefore urges all students, employees and visitors to continue to wear an FFP2 mask or medical mask inside the buildings and during official business travel.
- Employees must be provided with a sufficient number of medical masks by their institution. At least one new medical mask must be provided every working day for activities at the university; employees are not permitted to contribute to or assume the costs.
- In special situations in the workplace, in teaching and study operations, and at events where it is imperative for people to be in close proximity, it may be determined on the basis of a risk assessment by the person(s) responsible that masks should be made compulsory as a suitable measure. The Office of Safety, Environment and Sustainability, Safety Department, will assist with assessments in this regard upon request. If the person responsible considers a mask requirement to be necessary on the basis of his/her risk assessment, he/she must report this to the e-mail address praxisveranstaltungen@zv.uni-freiburg.de so that the approval of the Rectorate can be obtained in this regard. Requirements and requests for information
5. Requirements and requests for information

- In order to take protective measures for members of the University, any members of staff who test positive must notify their results to the University in digital form immediately (koordinierungsstelle@zv.uni-freiburg.de). Initial information can also be given over the telephone (Office of Safety, Environment and Sustainability +49 (0)761-203 9031). Please note, that there may be security gaps when sending information by e-mail. In order to better protect sensitive data, it should only be sent via official e-mail addresses or within the university network.

- Recording SARS-CoV-2-specific symptoms such as temperature, etc., is not permitted.

6. Instruction

- Employees and students are to be instructed comprehensively and in a suitable manner about the measures of this general hygiene regulation and, if necessary, more specific regulations for special areas of work by the persons responsible in the individual management areas and the individual event managers. Merely referring to the “Corona Information” on the University's website is not sufficient for this purpose.

- The instruction can also be provided in digital formats.

7. Risk group protection

- Employees and students who belong to a group of people who, according to the Robert Koch Institute, are at higher risk of developing a severe progression of COVID-19 must be given special protection. Occupational health recommendations for handling employees in need of special protection due to SARS-CoV-2 epidemic of the Committee for Occupational Health are to be used as the basis for assessment.

- Employees who belong to a group of persons with a higher risk of severe COVID-19 must prove to the office on request that they belong to the risk group and the greater risk as a result of the form of work, with a specialist medical certificate.

- The University medical service and Office of Safety, Environment and Sustainability are both able to provide advice and recommendations to the employees concerned and their superiors.
8. Maternity protection

- There is some indication that pregnant women may experience a more severe course of COVID-19 and an increased risk of preterm birth due to the disease. In addition, the options for treatment in the event of a severe course in pregnant women are significantly limited compared to the general population. Thus, medications and treatment measures can often not be used without endangering the unborn child. Thus, an increased risk for pregnant women can be generally expected.

- Sufficient protective measures must therefore be defined as part of an individual risk assessment in order to exclude any unwarranted risk to pregnant women. This also applies without restriction to pregnant students. Pregnant women without personal protective measures may only be employed or participate in lectures in compliance with all necessary ventilation, hygiene and distance regulations (at least 1.5 m from all other employees/persons). The frequent exchange of personal contact due to the job poses an increased risk of infection for pregnant women and can lead to an unjustifiable risk if suitable protective measures are not in place.

- The evaluation is carried out according to the current guidelines and recommendations by the Freiburg Regional Council by the University’s Maternity Protection Officer with the consent of the pregnant woman, the supervisor or the lecturers.

- The above-mentioned protective measures also apply to pregnant women who have been fully vaccinated or who have recovered from a confirmed (by PCR test) case of COVID-19 (Information on Maternity Protection from the BW Regional Councils).

- Women who are breastfeeding are not, as a rule, at risk at the workplace or during their studies regarding SARS-CoV-2.

- Pregnant women and nursing mothers can, if they so wish, receive advice and recommendations from the occupational health service or the Office of Safety, Environment and Sustainability.

9. Vaccine mandate

- Persons working in clinics, facilities of other human medical professions, outpatient practices, preventive or rehabilitation facilities and other facilities listed in Section 20a, Paragraph 1, Sentence 1 IfSG must be vaccinated or recovered. As of October 01, 2022, a total of three vaccinations (alternatively two vaccinations and one recovery) are required to obtain the status of “fully vaccinated.” The third vaccination must have taken place at least three months after the second vaccination or recovery. A second vaccination does not count towards the vaccination status. The University is obliged to report employees who do not have full vaccination protection according to the above criteria and for whom no exemption applies. This also applies to students who are subject to the institution-specific vaccination requirement.
The Outpatient Psychotherapy Clinic at the Department of Psychology of the University of Freiburg with its four partial outpatient clinics is also covered by the regulation. Medical-theoretical institutions at the Faculty of Medicine (pre-clinical institutes) are generally not included. The legal framework of the activity (employment contract, temporary employment relationship, internship, civil service relationship, service contract, contract for work, etc.) and the specific area of activity are irrelevant. In addition to medical, nursing and care staff, other persons working there are also covered, e.g. administrative staff, janitors, IT, transport or cleaning staff. Trainees and students are also subject to the verification requirement.

Not covered by the obligation to provide proof are, for example, letter carriers or parcel deliverers and other persons who are only in the facility for a very insignificant period of time.

10. Ban on entry and participation

There is a ban on entry to all University buildings and a ban on participation in all University events for persons who

- should be in self-isolation on account of coronavirus,
- exhibit typical symptoms of coronavirus infection, namely shortness of breath, a new cough, fever, impaired sense of smell or taste.

Individuals who experience typical symptoms of SARS-CoV-2 infection while in university-owned buildings must leave immediately and must sequester at home.

If, due to the SARS-CoV-2-related ban on entry and participation, students cannot attend a course that requires compulsory attendance or a written exam or examination, the regulations of the examination law apply, in particular the regulations on withdrawal and compulsory attendance on the basis of the applicable examination rules, as well as the regulations in Section 4b of the statutes of the University of Freiburg on dealing with the effects of the COVID-19 pandemic in the area of studying and teaching (Corona virus statutes). Withdrawal cannot be approved for students who do not wish to be tested.

Those authorized to exercise the domiciliary rights are requested to make use of those rights to the extent offered (see also Section 3 of the University House Rules).
11. Effective date

These Hygiene Regulations shall apply starting October 15, 2022. At the same time, the General SARS-CoV-2 Hygiene Regulations of the University of Freiburg dated May 28, 2022 shall no longer apply.

Freiburg, October 15, 2022

Prof. Dr. Kerstin Krieglstein
Rector