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

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Although the seven-day incidence levels in the Freiburg urban district and neighboring counties are declining, they are still very high. The actual number of infected persons is probably significantly higher. The number of unreported cases results, among other things, from the fact that only confirmed PCR tests are included in the statistics, but in many cases these tests are no longer carried out, and that many asymptomatic infections or those with a mild course are no longer detected or registered. In addition, many people no longer get tested when infection is suspected. Therefore, the protective measures in place cannot be relaxed or eliminated at this time.

The application of this basic protective measure for employees, also for service operations, results from the requirement of the German Social Accident Insurance (DGUV) to apply § 2 Paragraph 1 of DGUV Regulation 1 “Principles of Prevention”. On the one hand, the continued necessity for the mask mandate stems from the currently high infection rate in the city of Freiburg and its neighboring districts and, on the other hand, from scientists’ urgent recommendation.

Under higher education law, universities are obliged to ensure an orderly course of study and the best possible academic success (§ 2 LHG). In the current stage of the pandemic, this requires, on the one hand, to make optimal use of the opportunities for classroom teaching that now exist again and, on the other hand, to minimize study-related risks of infection so that students with particular vulnerability are not disadvantaged (§ 2 para. 3 p. 2 LHG) and all students are not prevented from attending classroom lectures and, in particular, examinations. In order to protect students and teachers from infection with the coronavirus SARS-CoV-2 during activities within the scope of their studies and in order to maintain classroom teaching, a mask mandate is therefore ordered in the exercise of domiciliary rights for a limited period until May 8, 2022 in access and entrance areas, on all circulation areas, in sanitary facilities and in classroom lectures and at learning stations.

The measures described below are determined on the basis of the risk assessment in accordance with Sections 5 and 6 of the Occupational Health and Safety Act; in this context, the regional infection protection situation and special activity-specific infection risks were taken into account. The measures described below aim to reduce the risk of transmission and prevent infections through a hygiene-oriented environment and conduct. The active participation of all University members, including students, enrolled doctoral candidates, academic staff, professors and administrative and technical staff, is essential for success.
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.
The progression of COVID-19 is unspecific, multifaceted and varies greatly from asymptomatic progression to very severe disease with severe pneumonia, lung failure and death. Frequently-mentioned symptoms are a new cough, fever, runny nose, impaired sense of taste and/or smell and pneumonia.

1.2 An overview of the most important hygiene measures

Social distancing
Maintain a minimum distance of 1.5 meters from other persons; wearing a medical face mask does not in principle lead to a suspension of the minimum distance requirement and other hygiene rules.

Hygiene
Wash your hands regularly and thoroughly. Cough and sneeze into the crook of your arm.

Medical masks or FFP2- (or comparable) masks
- in access and entrance areas, on all circulation areas, sanitary facilities
- during classroom study operations and at study work stations at the workplace if more than one person is in the room at the same time
- during meetings and events

Ventilation
Air the room regularly, even during the cold winter months.

Ban on entry and participation
Individuals are not permitted to enter the University or participate in events if they
- do not wear a mask or in particular cannot produce a medical certificate in support of this,
- should be in self-isolation on account of coronavirus,
- exhibit any of the typical symptoms of infection with coronavirus, namely shortness of breath, cough, fever, impaired sense 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.

- Those in charge of 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 management of individual events must take all appropriate technical and organizational measures to reduce operational personal contact. Simultaneous use of rooms by several people must be reduced to the bare operating minimum.

- The 2022 summer semester will be a semester of classroom instruction. This will also require an increased employee presence. Working from home will continue to be possible. However, managers must ensure that there is sufficient classroom instruction available in their area and that there are no operational reasons why home office should not be possible. The assessment must also take into account whether the level of home office work corresponds to that in the university workplace and whether a physical presence in the office has a correspondingly positive effect in terms of cohesion within the work groups.

The applicable regulations on teleworking and working from home must be observed.

- 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. Once calculated the appropriate time can be set using a timer for a reminder when ventilation is next due. It is recommended that a CO₂ concentration of 800 ppm is input as an infection prevention target for ventilation in the app.

- Another tool is the free digital ventilation calculator from the BGN Trade Association: using a calculating disc, the ventilation intervals can be determined by inputting the floor space and number of people present

![Digital Ventilation Calculator](https://www.bgn.de/lueftungsrechner/#c18949)

Sample calculations using the digital ventilation calculator:

**Example:**
If occupied by 2 people, a 15 m² office with a ceiling height of 2.7 meters (approx. 40 m³) must be ventilated after no more than 29 minutes.
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.

Temporary cooling of the room and short-term drafts are not an undue burden in occupational health terms and must be tolerated. Additional clothing should be worn if necessary.

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 Indoor events
(Not events relating to study operations)

- Company events of a social nature are only permitted in compliance with appropriate hygiene measures.

### 2.4 Catering and hospitality

- On principle catering should be avoided to reduce potential infection risks.

### 2.5 Passenger elevator use

- The mask mandate applies in elevators.

### 2.6 Travel with University vehicles or vehicles registered as such

- For business trips with multiple people, it is mandatory to wear a medical mask or a FFP2 mask. The University appeals to all employees to wear not only a medical mask, but an FFP2 mask.

- If vehicles are used by several persons, controls that are often touched – such as the steering wheel, gearshift and door handles – must be cleaned before handing the vehicle over. This can be done with a cleaning solution containing tenside or a disinfectant cloth.
2.7 Business trips

- Business trips within Germany are possible. The use of technical alternatives, such as video conferencing, should be considered beforehand.

- In principle, business trips abroad are only possible if employees are
  - have been fully vaccinated at the start of travel and have received a booster vaccination at least 6 days previously, or
  - are recovered and have PCR evidence of prior coronavirus infection at the end of travel no more than three months ago; or
  - have been vaccinated and whose evidence of the presence of a complete vaccination at the end of the trip does not date back more than three months.

This also applies to countries that are not high-risk areas. The necessity of each individual trip abroad must be critically examined.

- Business trips to countries/regions that are designated as high-risk 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.

Business trips to Switzerland and Alsace are exempt if the business trip does not exceed 24 hours.

- Business trips to states/regions that are designated as virus variant areas by the RKI at the start of the trip are not possible. An exception can only be made if the business trip is absolutely necessary for professional reasons and cannot be postponed. The urgency and necessity must be explained and the reasons must be attached to the application.

- If one of the above-mentioned requirements for business trips abroad is not met before the start of the business trip, a business trip that has already been approved may not be carried out.

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

2.8 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 mask has proven particularly effective during the pandemic. In light of the highly infectious omicron variant, this hygiene measure and in particular the FFP2 mask have an even more important significance.
- A medical mask or a FFP2 or a comparable standard must be worn by everyone in the entrance areas, in waiting and queuing areas, in passageways within the buildings, in particular doorways and other entrance areas, corridors, hallways, staircases, sanitary facilities and elevators.
- For study purposes and at student study work stations, there is a general obligation to wear a medical mask or an FFP2 (or comparable) mask in enclosed spaces, even if the minimum distance is maintained. This also applies to examinations and consultation hours in presence rooms.

This regulation will apply until at least May 8, 2022. Should there be a significant decrease in the infection rate in and around the city of Freiburg and its neighboring districts, an immediate reassessment of the situation will follow.

The mask mandate does not apply in the following situations:

- during examinations, even if a minimum distance of 1.5 meters from other persons cannot be maintained,
- when giving a lecture; in this case, the position of the lecturer in the room must be organized in such a way that a minimum distance of 1.5 meters from other persons can be safely maintained throughout,
- during sport activities, when eating, for identification purposes, and for similarly weighty and unavoidable reasons in which it is
unreasonable or impossible to wear a mask in individual cases, outdoors, if the minimum distance can be reliably maintained.

- Employees may only remove the mask after reaching the workplace in University buildings if no other person is present in the work area. The masks must therefore be worn even if the minimum distance of 1.5 meters can be maintained.

- The University appeals to all employees to wear not only a medical mask, but an FFP2 mask. If students and doctoral candidates use laboratory workplaces outside of lectures, the regulations applicable to employees apply accordingly.

- 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.

- The use of a personal medical mask or a personal FFP2 mask or a comparable mask is expressly permitted.

- People with hearing loss or difficulties and their companions, as well as where necessary individuals who are communicating with them, are not required to wear a mask. Deviations from the obligation to wear a mask are possible here.

  This requires the adoption of individual protective measures in coordination with the supervisors or the management of the event.

- People are exempt from the obligation to wear a mask if they can credibly demonstrate that they are unable or cannot reasonably be expected to wear a medical mask for health reasons or other compelling reasons or for similarly weighty and undeniable reasons in individual cases. Justification based on health reasons should be provided in the form of a medical certificate. This certificate must be carried at all times and shown on request.

- Wearing a medical face mask or a FFP2-mask in accordance with these hygiene regulations) is part of official duties.

- Wearing face visors is not considered an equivalent protective measure.

- Masks with exhalation valves do not provide protection for others and may therefore only be used if the minimum distance to other persons can be maintained safely.

- Students must carry their own masks on the University premises and wear them in accordance with the applicable regulations, in particular these hygiene regulations. If special hygiene or fire protection measures are
required for classroom events, suitable masks are also to be provided to the students by the faculty of the institution concerned.

- The specification of special requirements for the medical masks or face masks is made by the responsible persons in the institutions after an appropriate risk assessment.

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 (including people with immunodeficiency with a diminished immune response).

- 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. This also applies in particular to employees and students with immunodeficiency with a reduced vaccination response. For this purpose, the individually required protective measures are to be taken.

- 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. Employees who have a medical certificate confirming that due to personal conditions the treatment of a COVID-19-related disease is not possible or only possible to a limited extent or that they are at greater risk of a serious case of COVID-19 may not be used for activities with increased personal contact nor for activities where the distance of 1.5 meters cannot be maintained.

- Before releasing a high-risk employee, the institution concerned must examine the possibilities of telework or work reorganization with the involvement of the employee in order to enable low-risk work performance.
- 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.
- Students who cannot take part in classroom lessons shall where possible be included in courses using hybrid formats.

8. Maternity protection

- It cannot be ruled out that pregnant women have a higher risk of infection. However, there is increasing evidence that a severe case of COVID-19 can occur in pregnant women, increasing the risk of miscarriage. In addition, the options for treatment in the event of a severe course in pregnant women are significantly limited compared to the general population. Often, medication and treatment measures cannot be used without endangering the unborn child, which poses an unjustifiable risk under the Maternity Protection Act.

- Pregnant women who are exposed to increased personal contact (e.g. offices with multiple occupancy, public transport, classroom teaching, face-to-face meetings, etc.) are currently still at increased risk of infection. As a rule, this risk cannot be reduced to an acceptable level for pregnant women by technical or organizational measures. A pregnant woman may therefore not be employed or work at these workplaces in the current situation. This also applies without restriction to pregnant students. Wearing face masks is generally not a suitable protective measure; it places a strain on pregnant women and this is only possible occasionally and for a short time.

- A pregnant woman should only be expected to continue working if a risk assessment shows that protective measures can ensure that she is not exposed to a higher risk of infection. This requires an individual risk assessment by the institution, involving the pregnant woman and the Office of Safety, Environment and Sustainability. If the risk assessment reveals an increased risk of infection, this must be classified as an irresponsible
risk for preventive reasons within the meaning of the Maternity Protection Act. The same also applies without restriction to pregnant students.

- 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).
- 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 in accordance with the new Section 20a from March 16, 2022. 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,
  - do not wear a medical mask or face mask, unless it is not possible or unacceptable for health or other compelling reasons, or for similar weighty and compelling reasons in their individual case.
Individuals who experience typical symptoms of SARS-CoV-2 infection while in university-owned buildings must leave immediately and must sequester at home.

Individuals who experience typical symptoms of SARS-CoV-2 infection who have learned of a positive rapid test or PCR test result from a household member and who are NOT exempt from quarantine, must leave immediately and must sequester at home.

Exempt from quarantine are

- individuals who have received two vaccinations against coronavirus and whose second vaccination was not less than 15 days and not more than 90 days ago,
- recovered individuals whose PCR evidence of prior infection with coronavirus is no less than 28 days and no more than 90 days from the date of specimen collection,
- vaccinated persons who have received at least one booster vaccination 3 months after the 2nd vaccination, or
- recovered persons who have received one or two vaccinations against coronavirus, whereby the order of vaccination and infection is irrelevant.

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 May 9, 2022. At the same time, the General SARS-CoV-2 Hygiene Regulations of the University of Freiburg dated April 3, 2022 shall no longer apply.

Freiburg, April 27, 2022
Prof. Dr. Kerstin Kriegstein
Rector