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

As of: July 28, 2021, Version 4.3
# Content

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preface</td>
<td>3</td>
</tr>
<tr>
<td>1. Central hygiene measures</td>
<td>4</td>
</tr>
<tr>
<td>2. Special technical and organizational measures</td>
<td>6</td>
</tr>
<tr>
<td>2.1 Room occupancy</td>
<td>6</td>
</tr>
<tr>
<td>2.2 Bathroom facilities, social rooms, break rooms and kitchenettes</td>
<td>7</td>
</tr>
<tr>
<td>2.3 Ventilation</td>
<td>8</td>
</tr>
<tr>
<td>2.4 Gatherings and events indoors</td>
<td>9</td>
</tr>
<tr>
<td>2.5 Third-party use of University buildings and holding third-party</td>
<td>9</td>
</tr>
<tr>
<td>2.6 Conducting apéritifs, catering, buffets</td>
<td>9</td>
</tr>
<tr>
<td>2.7 Passenger elevator use</td>
<td>10</td>
</tr>
<tr>
<td>2.8 Travel with service vehicles or vehicles registered as such</td>
<td>10</td>
</tr>
<tr>
<td>2.9 Business trips</td>
<td>11</td>
</tr>
<tr>
<td>2.10 Cleaning</td>
<td>12</td>
</tr>
<tr>
<td>2.11 Entry into University buildings for persons not affiliated with</td>
<td>12</td>
</tr>
<tr>
<td>2.12 Rapid antigen tests and self-tests</td>
<td>13</td>
</tr>
<tr>
<td>3. Individual hygiene measures</td>
<td>13</td>
</tr>
<tr>
<td>4. Mouth-nose protection</td>
<td>14</td>
</tr>
<tr>
<td>5. Data collection</td>
<td>16</td>
</tr>
<tr>
<td>6. Requirements and requests for information</td>
<td>18</td>
</tr>
<tr>
<td>7. Instruction</td>
<td>19</td>
</tr>
<tr>
<td>8. Risk group protection</td>
<td>19</td>
</tr>
<tr>
<td>9. Maternity protection</td>
<td>20</td>
</tr>
<tr>
<td>10. Ban on entry and participation</td>
<td>21</td>
</tr>
<tr>
<td>11. Special regulations for classroom teaching and in person</td>
<td>22</td>
</tr>
<tr>
<td>11.1 Implementation of classroom teaching, on-site examinations and</td>
<td>22</td>
</tr>
<tr>
<td>11.2 Implementation of practical events with field exercises and</td>
<td>24</td>
</tr>
<tr>
<td>11.3 Implementation of practical training courses in the field of</td>
<td>25</td>
</tr>
<tr>
<td>11.3.1 Classes in gymnasiums, sports centers and utility rooms</td>
<td>26</td>
</tr>
<tr>
<td>11.3.2 Events in indoor swimming facilities</td>
<td>26</td>
</tr>
<tr>
<td>11.3.3 Outdoor events</td>
<td>27</td>
</tr>
<tr>
<td>11.3.4 Events for the Recreational Sports Program (AHS)</td>
<td>27</td>
</tr>
<tr>
<td>11.3.5 Individual hygiene measures</td>
<td>27</td>
</tr>
<tr>
<td>11.3.6 Mouth-nose protection</td>
<td>28</td>
</tr>
<tr>
<td>12. Date of effect</td>
<td>28</td>
</tr>
</tbody>
</table>
Preface

The current infection rate has allowed a limited relaxation of measures in some regards, even though the downward trend in 7-day incidence levels in recent months is not continuing at the moment. The further spread of the coronavirus can only be successfully contained if hygiene and rules of conduct continue to be consistently followed. The University is not in a position to slacken its efforts now.

The measures described below aim to reduce the risk of transmission and prevent infections through a hygiene-oriented environment and conduct. Through their personal conduct, each individual at the University contributes to protecting themselves and others from SARS-CoV-2 infection and thus helps to contain the current pandemic. For this reason, the active participation of all University members, including students, enrolled doctoral candidates, academic staff, professors and administrative and technical staff, is essential for success.

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 company infection protection measures and related instructions are explained, implemented and controlled in a comprehensible manner.

The implementation of and compliance with the protective measures listed below is the responsibility of the respective authorities 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 § 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. Central hygiene measures

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. Depending on particle size and physical properties, a distinction is made between larger droplets and smaller aerosols. While the droplets sink quickly to the ground, aerosols can float in the air for a long time and spread in closed rooms. When breathing and speaking, but even more so when screaming and singing, aerosols are excreted; when coughing and sneezing, significantly more droplets are produced. The probability of exposure to infectious particles of any size is increased within a radius of 1-2 m 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 due to air movement is very low.

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 progression with severe pneumonia, lung failure and death. Frequently mentioned symptoms are cough, fever, runny nose, impaired sense of taste and/or taste and pneumonia.

https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Steckbrief.html.
An overview of the most important hygiene measures

**Social distancing:** Maintain a minimum distance of 1.5 m from other persons; wearing a mouth-nose protection 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.

**Wear mouth-nose protection**
- Wear mouth-nose protection – including in access and entrance areas in front of buildings.

**Ventilation:** air out the room regularly, even during the cold winter months.

**Regulation of room usage:** Regulation of the maximum occupancy in compliance with the distance rule and consistent compliance with the occupancy.

**Band of entry and participation**
- for people who
  - are subject to a mandatory sequestering in connection with the coronavirus,
  - exhibit any of the following typical symptoms of infection with coronavirus, namely shortness of breath, cough, fever, impaired sense of smell or taste,
  - do not wear a medical mask or respiratory protection that meets the requirements of standards FFP2 (DIN EN 149:2001), KN95, N95 or a comparable standard, and in particular cannot produce a medical certificate for this purpose, or
  - do not present any of these certificates for events for which a test, vaccination certificate or certificate of recovery is required.

**Entry for people not affiliated with the University**
- University buildings may only be used for University purposes and not by third parties. The rectorate may permit use for other purposes and for third parties.

**Data collection for contact tracing:** Capture contact information for rapid detection and containment of infection chains.
2. Special technical and organizational measures

2.1 Room occupancy

- Contact between persons in the workplace must be avoided. The room occupancy in all work rooms as well as social and break rooms must be determined in such a way that there is a minimum distance of 1.5 meters in all directions to other persons.

- This can be achieved, for example, by blocking off individual workstations, moving work tables apart or reversible markings on floors or surfaces.

- The minimum distance of 1.5 meters must be observed, even in work rooms in which only or partially fully vaccinated or recovered people are working.

- The maximum room occupancy is to be determined by the person(s) responsible 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 safety, health and environmental protection dated April 13, 2005, as well as the management of individual events.

- For centrally managed rooms, Department 4 (Construction and Technology) is responsible for determining the occupancy figures, marking the maximum occupancy and the corresponding furnishings.

- The distance requirement also applies without restriction to outdoor activities.

- Managers must make home office possible if employees want to make use of this and the activity does not require a presence at the workplace. The applicable regulations on teleworking and working from home must be observed.

- As far as possible, rooms that are not occupied by part-time jobs or vacations are to be used temporarily by oth-
ers. The temporary use of another workplace must be agreed with the employees in advance.

- Work equipment should 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). Procurement is to be made at the cost of the institution via the usual University ordering system. If these measures of work organization are not possible, alternative protective measures must be taken. These measures may not be used for falling below the minimum distance between permanent jobs.

- Markings with a minimum distance of 1.5 meters must be placed on the floor at all places where lines may form as an orientation aid. These are available from the Department of Building Management, Procurement, Sustainable Operations (Department 4).

- In rooms with at least two entrances and where there is an increased fluctuation of people, one entrance must be marked as the entrance and one as the exit. In case of emergency (e.g. fire alarm) all escape routes must be used and this restriction is temporarily suspended.

2.2 Bathroom facilities, social rooms, break rooms and kitchenettes

- In bathroom facilities, gathering areas and break rooms, the social distancing rules must be observed (minimum distance of 1.5 meters from other persons), and rooms must be used individually or at different times if possible (staggering of working and break times, removal of chairs, etc.). All users must pay particular attention to hygiene in these rooms.

In gathering areas and break rooms, the required medical face mask may only be removed at the table immedi-
ately before eating and drinking and must be put back on
before leaving the spot.

- Sufficient hand hygiene must be ensured when using so-
cial rooms and break rooms as well as kitchenettes and
generally used objects located in these rooms (e.g. cof-
fee machines, microwave ovens, etc).

2.3 Ventilation

- Aerosols accumulate quickly in closed indoor spaces and
spread throughout the room. Prolonged exposure to
poorly ventilated or unventilated rooms increases the po-
tential risk of aerosol transmission. The risk of infection
with SARS-CoV-2 can be significantly reduced by regular
cross-ventilation or ventilation.

- Rooms that are used regularly as
  - Individual offices must be sufficiently ventilated
    through wide open windows for at least 3 minutes
    every 60 minutes;
  - Shared rooms must be sufficiently ventilated
    through wide open windows for at least 3 minutes
    every 20 minutes.

- 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.

- Tilting windows is insufficient because the air exchange
  is not adequate using this method.

- Temporary cooling of the room and short-term drafts do
  not represent an unreasonable burden according to oc-
cupational health matters and must be accepted. Cloth-
ing must be adapted to the situation 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 exist-
ing ventilation systems, please contact Department 4.
  Rooms in which additional manual ventilation by opening
the windows is indispensable are marked accordingly at the entrance.

2.4 Gatherings and events indoors

- The minimum distance requirement also applies to University events that may be held. Deviations are possible for face-to-face courses up to a group size of 35 students, if a test, vaccination certificate or certificate of recovery is presented (see section 11).

- In person committee meetings are permitted; the AHA-L rules must be observed. There is no obligation to wear a mask when seated if the CO2 indoor concentration does not exceed 800 ppm (on-site measurement by means of a CO2 measuring device).

- Other business meetings (including retreats) are possible in person; AHA-L rules must be followed. There is no requirement to wear a mask when seated if the indoor CO2 concentration does not exceed 800 ppm.

- CO2 measuring devices can be procured as usual via SAP/SRM at the expense of the institutions using them. Information on recommended devices is provided by the Office of Safety, Environment and Sustainability (sicherheit@zv.uni-freiburg.de).

2.5 Third-party use of University buildings and holding third-party events

- University buildings may only be used for University purposes by members of the University and University staff. The rectorate may permit the use for other purposes and other groups of persons.

2.6 Conducting apéritifs, catering, buffets

- Catering is possible if required by the service; the Rectorate must be notified of events at least 2 days before the event and a hygiene concept must be submitted to
The provision of drinks or fruit and pastry plates on the premises does not count as catering and the Rectorate does not have to be notified.

Company events of a social nature, e.g. company outings, birthday parties, summer parties, etc., are not permitted. This also applies to company events outside University buildings.

2.7 Passenger elevator use

Passenger elevators may only be used individually if the minimum distance of 1.5 meters cannot be safely maintained in the elevator.

2.8 Travel with service vehicles or vehicles registered as such

In the case of necessary business travel, the simultaneous use of vehicles by several persons should be avoided as far as possible.

If this is not possible for compelling business or legal reasons, the group of persons who use a vehicle jointly shall be restricted, e.g. by assigning a vehicle to a specified team. The names of all persons who have been in a vehicle together during travel shall be documented in the driver's logbook.

In the case of official business trips with several persons, there is an obligation to wear a medical mouth and nose covering. The obligation to wear a mask may be waived under the following conditions:

- the persons form a fixed cohort (e.g. members of a fixed team)
- and these persons are either vaccinated or recovered or tested negative; if a test result is presented as proof, it must be up-to-date, i.e. the underlying test may not be older than 24 hours.
- Drivers are authorized to have this proof presented to them and must also show their "3-G proof"
(vaccinated, recovered or tested) to passengers upon request.

- If there is more than one person per row in a service vehicle (car, truck and minibus), all persons must have a negative rapid test for Corona, a vaccination certificate or a certificate of recovery. Drivers are authorized to have these certificates presented and must also show their “3-G proof” (vaccinated, recovered or tested) to passengers upon request.

- In the case of transport and delivery services, options for the use of bathroom facilities must be provided for when planning the tour.

- 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.

- Hand hygiene equipment (disinfectants, paper towels and trash bags) must be kept available in every vehicle. An appropriate set can be obtained from the Safety Department (sicherheit@uni-freiburg.de) for a fee.

### 2.9 Business trips

- Business trips **abroad** are possible if the state/region is not designated by the RKI as a risk area, high incidence area or area of variants of concern at the start of the trip.

- Business trips to high-risk or high-incidence areas abroad are only possible for employees who have full vaccination protection at the start of the trip (i.e., at least 14 days must have passed since the last required individual vaccination) and for recovered employees who have been infected with SARS-CoV-2 for at least 28 days at the start of the trip and no longer than 6 months before the end of the trip. These business trips require the approval of the Rector.

- Business trips to states/regions that are designated as areas of variants of concern by the RKI at the start of the trip are not possible.
• Business trips **within Germany** are possible as long as the 7-day incidence level at the destination is below 100.

• If one of the above-mentioned requirements for business trips abroad or within Germany ceases to apply before the start of the business trip, a business trip that has already been approved may also not be carried out.

• Exceptions to the above-mentioned requirements can only be considered if the business trip is absolutely necessary for professional reasons and cannot be postponed. The business trip application must be accompanied by a corresponding written statement of reasons from the applicant. In particular, the urgency and importance of the business trip and the business matters underlying the trip must be explained.

• Please also refer to the [information sheet on the Corona University website under “Travel.”](#)

### 2.10 Cleaning

• Surfaces and objects that are frequently touched by people must be cleaned regularly. Hand contact surfaces, in particular those of work equipment, must be cleaned particularly thoroughly, at least once a day, if necessary several times a day, with a cleaning agent containing tenside. These can be requested from Department 4. SARS-CoV-2 is an enveloped virus whose lipid envelope is inactivated by the tenside in cleaning agents, so that careful cleaning is sufficient in this context.

• Further hygiene measures due to other legal regulations (hazardous substances law, genetic engineering law, bio-substances ordinance, etc.) must be observed without change.

### 2.11 Entry into University buildings for persons not affiliated with the University

• University buildings may only be used for University purposes; the rectorate may permit use for other purposes and groups of persons.
Access by persons not affiliated with the university shall be limited to the minimum necessary. Employees of external companies must register with the institutions. They must be informed of the measures of these hygiene regulations and are obliged to comply with them.

A complete opening of the University buildings is currently not possible due to health precautions and compliance with hygiene regulations. This also applies to the show greenhouses.

Tampering with the doors for the purpose of keeping them open is prohibited and must be stopped immediately. Care must always be taken to ensure that the doors in use are properly closed.

2.12 Rapid antigen tests and self-tests

Rapid antigen tests for the detection of SARS-CoV-2 may only be performed by medically trained personnel in university testing centers approved by the Rectorate.

The sampling of antigen tests for self-testing by laypersons, so-called self-tests, may only be carried out independently by the test person. Testing by another person is prohibited. Self-administered tests should preferably be performed at home or outdoors. Exceptionally, the self-test may be performed in well-ventilated university rooms. No other person may be present in the room at the time of testing.

A negative test result from a self-administered test does not serve as proof of testing in the sense of the Corona Regulation and is therefore not sufficient for participation in events for which the “3G proof” (vaccinated, recovered or tested) is required.

3. Individual hygiene measures

Standard hygiene regulations such as hand cleaning as well as etiquette for coughing and sneezing apply.

Soap and disposable towels are provided centrally by the Central University Administration at all hand washing facilities. If they are missing or used up, this must be reported to Department 4.
Personal items such as a mouth-and-nose covering, drink cups or bottles or food must always be clearly assigned and stored in such a way that they cannot be used by others.

4. Mouth-nose protection

- Wearing a mouth-nose protection has proven to be a particularly effective measure during the pandemic. Given the viral mutations, this hygiene measure is even more important. The quality of non-medical everyday masks is not always sufficient here. Consequently, switching to medical face masks is essential.

- A medical mask must be worn by everyone from the moment they enter the university buildings on circulation areas within the buildings, in particular doorways and other entrance areas, passageways, corridors, stairwells and bathroom facilities.

- Employees may remove the medical mask after reaching the workplace in University buildings, provided that the minimum distance of 1.5 meters to other persons can be safely maintained; this does not apply if there is public traffic at the same time. The regulations on room occupancy and ventilation remain unaffected by this. If students and doctoral candidates use laboratory workplaces outside of lectures, the regulations applicable to employees apply accordingly.

- During classroom lectures as well as written and oral examinations, a medical mask must be worn by each student, especially at the seat. The obligation to wear a medical mask does not apply if the minimum distance of 1.5 meters to other persons is safely maintained and the 7-day incidence in the city of Freiburg is below 35.

- Presenters are not required to wear a mask regardless of the 7-day incidence if a distance of 2 meters from other persons can be safely maintained.

- Exceptions apply only during sporting activity in events in the courses of study in the field of Sport/Sport Sciences and the Recreational Sports Program. It is also mandatory to wear a medical face mask in queuing and waiting
areas as well as in the access and entrance areas in front of the buildings.

- Employees are exempt from the obligation to wear a medical 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 unjustifiable 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.

- Employees must also present the medical certificate to the person responsible for the area and to the Head of the Office of Safety, Environment and Sustainability without being asked to do so. This can be done in writing (Head of the Office of Safety, Environment and Sustainability, Department Safety, Stefan-Meier-Str. 8, 79104 Freiburg) or within the university network in electronic form (maskenattest@zv.uni-freiburg.de).

- Students have to present the medical certificate to the head of the Office of Safety, Environment and Sustainability without being asked to do so. This can be done in writing (Head of the Office of Safety, Environment and Sustainability, Department Safety, Stefan-Meier-Str. 8, 79104 Freiburg) or electronically within the university network (maskenattest@zv.uni-freiburg.de).

- Wearing a mouth-nose protection in accordance with these hygiene regulations as well as the Corona regulations of the country, as far as these regulations apply to the University and its employees, in the currently valid version, is part of the official duties. This applies accordingly to general decrees of the city of Freiburg.

- An intentional or negligent breach of the regulations for wearing a mouth-and-nose covering in accordance with the Corona Ordinance or Corona Ordinance study operations and the arts constitutes an administrative offense and may also lead to consequences under labor or disciplinary law.

- Wearing face visors without a mouth-and-nose covering is not considered an equivalent protective measure.
• Masks with exhalation valves do not provide protection from others and may therefore only be used if the minimum distance to other persons can be maintained safely.

• Employees must be provided with a sufficient number of medical masks by the respective institution. At least one new medical mask must be provided every working day for activities at the university; a cost assumption or contribution by the employees is not permissible.

Masks for official purposes can be ordered from the “Zentrale Materiallager”. The costs will be charged to the institutions by transfer.

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

• Students must carry their own medical mask or alternatively FFP2 masks or comparable 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 MNB or masks is made by the responsible persons in the institutions after an appropriate risk assessment.

5. Data collection

• According to the Corona Ordinance, the University is obliged to collect and store certain personal data of attendees for the purpose of providing information to the public health department or the local police authority when conducting in-person events. Upon request, the data must be transmitted to the competent authority. The Corona Ordinance is supplemented with regard to data processing in areas with study operations by the Corona Ordinance on Study Operations.

• The obligation to process data exists in particular for

  a. Attendance events and other attendance formats, in particular in areas with study operations (e.g. teaching, examination and admission events - da-
ta processing must be carried out here for each individual event),

b. Use of libraries and other scientific facilities or operating facilities,

c. Use of exercise, study, PC and work rooms,

d. Catering and supply facilities with visitor and customer traffic,

e. Student secretariats as well as in counseling and administrative facilities with visitor and customer traffic.

- Data collection may be waived when picking up ordered media or returning media to University libraries.

- The first and last name, address, date and period of attendance and telephone number (if available) of the persons present are to be recorded. The telephone number has proven to be an important date for contact tracing. In the case of regular events, the data must be collected for each individual date.

- If attendees provide contact information, they must provide accurate information. A violation may constitute a misdemeanor and be punishable by a fine.

- There is no need to collect data again if the data is already available. Students, doctoral candidates and guest students are requested to enter their current contact data in the form of first and last name, address and telephone number (if available) in the student administration system HISinOne. For events with attendance procedures via HISinOne, the date and period of attendance are recorded by the responsible persons via attendance lists generated by the system (description).

- For other events or activities without attendance procedures, without current attendance lists from the HISinOne campus management system and/or persons who have not stored contact data in HISinOne in accordance with the Corona Ordinance, all contact data must be recorded on an event-related basis using the form for data collection in accordance with the Corona Ordinance. Depending on the occasion and/or the type of event, the managers of the respective institutions, event managers and/or the respective responsible instructor are responsible and accountable.
- The forms and instructions for use are available on the Corona website of the University under "Official Notices and Internal Communications."

- The attendance lists and forms with contact data are to be stored securely for a period of four weeks and then deleted and destroyed in accordance with data protection regulations. It must be ensured that unauthorized third parties do not gain knowledge of the data. Detailed specifications for data processing can be found in the above-mentioned instructions for use.

- Persons who refuse to have their contact data collected must be excluded from participating in the event, using or visiting the facility.

6. Requirements and requests for information

- For the purpose of taking protective measures for members of the University, employees suffering from COVID-19 must immediately report symptoms or a positive corona test result to the University electronically (koordinierungsstelle@zv.uni-freiburg.de). Initial information can also be given over the telephone (Stabsstelle Sicherheit 0761-203 9031).

- The same applies to employees who have had contact within the past 14 days with a person confirmed to be suffering from COVID-19 or if a member of the family lives in the same household and suffers from or is suspected of suffering from the coronavirus and there is a risk of infection according to medical opinion.

- Students are asked to inform the University about the occurrence of typical symptoms of an infection with the coronavirus, namely fever, dry cough, impaired sense of taste or smell or a positive corona test result (koordinierungsstelle@zv.uni-freiburg.de). Information on data protection can be found on the Corona website under “Official notices” and “Studies and teaching.”

- The collection of SARS-CoV-2 specific symptoms such as fever measurements etc. is not permitted.
The data collected by the University in accordance with the Corona Ordinance is stored solely for the purpose of tracing possible infection chains and, if necessary, transferred to the responsible authorities or health authorities. The data is collected electronically via the student administration program HISinOne, the responsible teachers or organizers or by using the form provided. In the event of a suspected case of student infection, it is the sole responsibility of the public health department to follow up the contacts and inform those affected.

Employees must ensure independently that the University, as their employer, has current availability data and that their presence at the workplace can be tracked if necessary.

With regard to the effective tracing of possible infection paths, the telephone number has proven to be essential information.

7. 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. The sole reference to the “Corona Information” on the University’s website is not sufficient for this purpose.

The instruction can also be provided in digital formats.

8. 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. For this purpose, the individually necessary protective measures are to be taken.

Employees who belong to a group of persons with a higher risk of a severe progression of COVID-19 must prove to the office on request that they belong to the risk group.
group and the risk increase due to the form of work performance by means of a specialist medical certificate.

- Employees for whom, based on a medical certificate, the treatment of an illness with COVID-19 is not possible or only possible to a limited extent due to personal conditions or there is an increased risk of a serious progression of COVID-19, may not be used for activities with increased personal contact and not for activities where the distance of 1.5 meters cannot be maintained.

- Before releasing an employee with an increased risk, the institution concerned must examine the possibilities of telework or work reorganization with the involvement of the employee(s) in order to enable low-risk work performance.

- Both the employees concerned and their superiors can be given advice and recommendations by the company medical service or the safety department.

- For their own protection, students who belong to a group of people at higher risk of developing a serious progression of COVID-19 should not participate in face-to-face meetings in which the necessary distance cannot be guaranteed, in accordance with the recommendations for contact reduction by the Robert Koch Institute.

- Every instructor must take into account the fact that he/she must include absent students (international students who cannot enter the country, pregnant women, students in quarantine or from risk groups, etc.) in his/her classroom teaching. Please refer to the information on the University's Corona website on studying and teaching under the question “How can I integrate absent students into my classroom teaching (hybrid instruction)?”

9. Maternity protection

- It cannot be ruled out that pregnant women have a higher risk of infection. However, there is increasing evidence that a severe course 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 events, presence 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 respiratory masks is generally not a suitable protective measure; this represents a burden for pregnant women which is only possible occasionally and for a short time.

- A continuation of the activity of a pregnant woman is only possible if protective measures based on a risk assessment ensure that the pregnant woman is not exposed to a higher risk of infection. This requires an individual risk assessment by the institution, involving the pregnant woman and the Safety Department. If the risk assessment reveals an increased risk of infection, this must be classified as an irresponsible risk for preventive reasons in the sense of the Maternity Protection Act. This also applies without restriction to pregnant students.

- The above-mentioned protective measures also apply to pregnant women who have been fully vaccinated or have undergone a PCR-confirmed SARS-CoV-2 infection (Information on Maternity Protection from the Regional Councils BW).

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

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 are
Individuals who are experiencing typical symptoms of SARS-CoV-2 infection while in University-owned buildings or who have learned of a positive test result from a household member must leave immediately and sequester themselves at home.

A deliberate or negligent violation of the access ban constitutes an administrative offence according to the Corona Ordinance.

If students cannot attend a course with compulsory attendance or a written exam or examination due to the SARS-CoV-2-related ban on entry and participation, the regulations of the examination law apply, in particular the regulations on withdrawal and compulsory attendance, i.e., if one is unable to attend due to the ban, a withdrawal is required for compulsory attendance events and a formal withdrawal from the attempt is required for examinations; § 4b of the statutes of the University of Freiburg for dealing with the effects of the Corona pandemic in the area of study and teaching (Corona statutes) remains unaffected.

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

11. Special regulations for classroom teaching and in person

Classroom study operations are possible under certain conditions. The following on-site formats are allowed:

- are subject to mandatory sequestering in connection with the corona virus,
- exhibit typical symptoms of coronavirus infection, namely shortness of breath, newly onset cough, fever, impaired sense of smell or taste,
- do not wear a medical mask or respirator, unless it is not possible or unacceptable for health or other compelling reasons, or for similar weighty and compelling reasons in the individual case, or
- do not present any of these certificates for events for which a test, vaccination certificate or certificate of recovery is required.
- Practical events, in particular those requiring special laboratories or work rooms, including sports facilities, in particular laboratory practicals, practical training components with patient contact in compliance with the specifications of the clinics and teaching hospitals, dissection courses and events with predominantly practical teaching components, insofar as these are absolutely necessary,
- Written and oral examinations, in particular final examinations, insofar as these are absolutely necessary,
- Entry and admission procedures, insofar as these are absolutely necessary,
- Events for students in their first semester, for students who have started their studies in the first semester in the 2020 summer semester or 2020/2021 winter semester, and for students who are about to complete their studies or are about to take partial examinations relevant to their degree,
- Other in person events and formats of the study program outdoors up to an incidence level of 165 and indoors up to an incidence level of 100.

- All in person events of the study program (i.e. courses, examinations as well as entry and admission procedures) must be approved by the Rectorate. Applications, in the form of this completed template, must be sent to the following e-mail address, praxisveranstaltung- en@zv.uni-freiburg.de, at least 7 days before the start.

- On-site examinations can be conducted individually and by appointment. For groups, approval for an in-person session is required from the Registrar's Office. Contact details must be provided.

- Consultation hours in presence are only possible after prior registration and with contact data collection.

- In addition to the general regulations, the following requirements must also be observed for the events listed below. If the result of the risk assessment requires further protective measures, the teaching and practical
events are only possible in compliance with these additional protective measures.

11.1 Implementation of classroom teaching, on-site examinations and in person entry and admission procedures

- Courses, examinations and admission procedures must take place in a sufficiently large room. The determination of the maximum occupancy and the number of seats must take into account the required minimum distance of 1.5 m in all directions.

- For events up to a group size of 35 students, deviations from the distance requirement are possible if a test, vaccination certificate or certificate of recovery is presented by all those present.

- The respective event directors are responsible for checking the proof of testing, vaccination or recovery. The head of the event must document the existence of a test, vaccination or proof of recovery for himself/herself in a statement.

- Examinations and documents are to be distributed on the tables in advance. In compliance with the distance requirement, the examination documents are to be handed in after the examination or left on the table so that the supervisor can collect them after the examinees leave the room.

- Only registered participants may be admitted to seminar rooms, lecture halls and practical rooms, which must be checked by the teacher or supervisory personnel appointed by him/her.

- Seats are to be filled from back to front for entry doors in the front area and from front to back for entry doors in the back area.

- Medical face masks or alternatively FFP2 masks or comparable nose and mouth coverings are to be worn throughout the event. The obligation to wear a medical
mask does not apply if the distance of 1.5 meters from other persons can be safely maintained. This exception applies up to an incidence of 35 in the city district of Freiburg.

- Presenters are not required to wear a medical mask if a distance of 2 meters from other persons can be safely maintained. Presentation of proof of testing, vaccination or recovery is not required.

- Students may not form a group outside the lecture hall or examination room either before or after the course or examinations.

- These regulations for face-to-face lectures and examinations also apply to written University admission procedures, entrance examinations and selection procedures, including aptitude tests.

11.2 Implementation of practical events with field exercises and excursions

- Participation in overnight excursions lasting several days is subject to the presentation of a daily test or proof of vaccination or recovery immediately before departure and a supervised self-administered test every 48 hours during the event. The self-administered tests can be requested from the Office of Safety, Environment and Sustainability.

- Travel to and from the event should be individual. Car pooling should be avoided. The measures described in section 2.8 must be observed.
11.3 Implementation of practical training courses in the field of Sport/Sport Science and courses for general University athletics

11.3.1 Classes in gymnasiums, sports centers and utility rooms

- Courses with training and practice units may be held in groups of up to 30 people, provided that the minimum distance can be maintained at all times. In three-field sports halls, three groups may train simultaneously. The individual thirds of the hall must be separated by a separating curtain, markings or in some other way.

- A distance of at least 1.5 meters from other persons must be maintained outside of sports activities and medical mouth and nose coverings must be worn.

- Wherever possible, sports activities must be carried out without contact.

- All given possibilities for ventilation of all closed rooms must be used. A break of at least 30 minutes must be observed between two events; during this time the premises must be ventilated.

- Training equipment must be cleaned with a tenside-based cleaning agent before changing users. Hand-held devices that are used near the mouth and nose must be thoroughly cleaned or disinfected before changing users.

11.3.2 Events in indoor swimming facilities

- Each training and exercise group is to be allocated a specific water area for its sole use for the duration of the training and exercise session.

- Access to and exit from the pools must be physically separated from each other; if this is not possible, it must be ensured by other means that the minimum
distance when entering and leaving the pools can be maintained.

11.3.3 Outdoor events

- Events with training and exercise facilities may be held in groups of up to 30 people. Several groups are allowed to exercise at the same time on spacious outdoor facilities. Intermixing of groups is not permitted.

- Training equipment in **throwing disciplines** (balls/disks/spikes etc.) must be assigned to each individual in the training unit or thoroughly cleaned or disinfected before changing users.

11.3.4 Events for the Recreational Sports Program (AHS)

- Attendance at AHS events is permissible at incidence level 3 and above (7-day incidence over 35) only with proof of testing, vaccination, or recovery.

- In incidence level 4 (7-day incidence over 50), the group size must also be limited as follows:
  - outdoors to a maximum of 25 persons and
  - 14 persons inside closed rooms.

11.3.5 Individual hygiene measures

- While in the sanitation facilities such as toilets, showers and changing rooms, the number of people must be limited so that a minimum distance of 1.5 meters between users can be maintained. The time spent in showers and changing rooms is to be limited to what is absolutely necessary.

- For hand hygiene in outdoor areas, participants must be given the opportunity to disinfect their hands. The use of textile cloths is prohibited.
11.3.6 Mouth-nose protection

- A Medical mask is not required during training.

12. Date of effect

These hygiene regulations shall apply starting July 28, 2021. At the same time, the General SARS-CoV-2 Hygiene Regulations from the University of Freiburg dated March 31, 2021 shall no longer apply.

Freiburg, July 28, 2021

Prof. Dr. Kerstin Krieglstein
Rector