



SARS-CoV-2 Hygiene Concept

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1 Objective of the Concept and Responsibilities

The aim of the hygiene concept is to prevent the further spread of the SARS-CoV-2 virus and in particular to ensure the possibility to trace contacts within this context. It is intended to regulate university operations and the procedure for on-site events (physical attendance). Thus, it shall protect students, employees and guests. It is crucial that students and employees are informed about the risk of infection and act accordingly.

The regulations are based on the “Regulation for Protection against Coronavirus SARS-CoV-2 and COVID-19”, the “General Decree on Measures to be adopted in the Event of a Corona Pandemic” issued by the Sachsen Ministry for Social Affairs and Social Cohesion and the general order(s) of the district of Central Saxony to contain the further spread of the coronavirus. It is further based on the “SARS-CoV-2 occupational safety and health standard” as well as the “SARS-CoV-2 occupational safety rule”.¹

The Rectorate takes any decisions that are required in connection with the SARS-CoV-2 pandemic.

The rectorate can assign responsibilities to subordinate bodies. In addition, a crisis committee was set up, consisting of the members of the rectorate, the deans and heads of the central facilities (UB, GraFa, URZ, FLB, IUZ, Uni-Sportzentrum, terra mineralia) and the chairman of the staff council. The committee meets as required. A Corona Protection Coordinator was appointed. After consulting the Senate, the Deans of the faculties, the Staff Council, as well as competent parties, and after discussion in the Rectorate, the following regulations were put in place.

- All decisions will be published on our corona-related website: <https://tu-freiberg.de/corona>).

2 Basic Concept

Teaching during summer semester 2022 shall take place in attendance as far as possible. The conditions will be adapted to the existing regulations and the development of the infection.

As from March 20th, 2021, all employees will return to their offices for normal operations with attendance at the workplace. The service agreement on mobile work (https://tu-freiberg.de/sites/default/files/media/dezernat-3---personalangelegenheiten-5947/dv_mobile-arbeit_juli2021.pdf) is valid. In the event that employees test positive for COVID-19, the

¹ Verordnung des Sächsischen Staatsministeriums für Soziales und Gesellschaftlichen Zusammenhalt zum Schutz vor dem Coronavirus SARS-CoV-2 und COVID-19 (SächsCoronaSchVO) vom 17.03.2022; Allgemeinverfügung Vollzug des Infektionsschutzgesetzes - Maßnahmen anlässlich der Corona-Pandemie - Anordnung von Hygieneauflagen zur Verhinderung der Verbreitung der Coronavirus Krankheit 2019 vom 19.03.2022; Allgemeinverfügungen des Landkreises Mittelsachsen (abrufbar unter <https://www.landkreis-mittelsachsen.de/das-amt/behoerden/regelungen-des-landkreises.html>), SARS-CoV-2-Arbeitsschutzstandard, 22.02.2021; SARS-CoV-2-Arbeitsschutzregel, 24.11.2021, SARS-CoV-2-Arbeitsschutzverordnung (Corona-ArbSchV) des Bundesministeriums für Arbeit und Soziales vom 17.03.2022.

Rectorate recommends that all employees in the affected contact group test themselves during five consecutive days to determine whether further infections have occurred. The possibility of mobile work should be offered to the immediate close contacts (e.g. same working room, joint work close by, etc.).

The requirement to wear a mask does not apply outdoors, unless the current Corona Protection Ordinance of the Free State of Saxony (<https://www.coronavirus.sachsen.de/amtliche-bekanntmachungen.html>) stipulates otherwise. In indoor areas, the regulations of the Corona Protection Ordinance of the Free State of Saxony as well as the SARS-CoV-2 Occupational Health and Safety Ordinance of the Federal Government (<https://www.bmas.de/DE/Service/Gesetze-und-Gesetzesvorhaben/sars-cov-2-arbeitsschutzverordnung.html>), in their respective current version, must also be observed (see also 2.1.).

2.1 Requirements

- The hygiene measures apply to all on-site events (physical attendance) and to all works in presence. These cover technical, organisational and individual protective measures (see points 3-5).
- If it is necessary to adopt special adjustments or compensatory measures, they are to be defined in a supplementary SARS-CoV-2 risk assessment (e.g. für [open-plan offices from 3 persons](#)), initiated by the respective executive. The specialists for occupational safety are available for assistance and advice. A responsible person must be assigned as part of the risk assessment to check compliance with hygiene and infection protection requirements.
- It must be indicated in advance, if students or employees belong to risk groups. In this case, an alternative solution shall be found by mutual agreement.
- The possible requirement to wear face masks indoors is subject to the regulations stipulated in the Corona Protection Ordinance of the Free State of Saxony as well as the SARS-CoV-2 Occupational Health and Safety Ordinance of the Federal Government (<https://www.bmas.de/DE/Service/Gesetze-und-Gesetzesvorhaben/sars-cov-2-arbeitsschutzverordnung.html>) as amended. A face mask must be worn in all buildings of the TU Bergakademie Freiberg ([instructions for the use of face masks](#)) if indicated by the SARS-CoV-2 risk assessments. Opportunities must be given to employees who are required to wear masks to remove the mask at regular intervals under the above conditions ([statement of the Committee for Occupational Medicine \(AfAMed\) on time limits for wearing FFP2 masks](#)).
- The respective superior is the responsible on-site contact person. He is in authority for the verification if all regulations as set out in the hygiene concept are followed along with its implementation as such.

The verification of compliance and implementation of all regulations as set out in the hygiene concept, the observation of the current contact restrictions and distance rules, as well as the checking if FFP2 masks are worn² is the responsibility of teachers, examiners and supervisors.

² Comparable masks included

2.2 Restriction on Access and Participation

- Only persons without suspected COVID-19 and without quarantine requirements are allowed to enter the buildings and facilities of the TU Bergakademie Freiberg. Contact persons exempt from quarantine starting their work at the workplace of the service are given a self-test by the department that should be carried out voluntarily.
- If there is a suspicion of infection with the coronavirus, the persons concerned must not stay on the campus grounds until they have been medically examined (students' accommodation is exempt from this regulation, provided the quarantine regulations are observed).
- It is requested that an infection with the Coronavirus is still reported immediately to the responsible authorities (students have to contact the Student Services Office studierendenbuero@zuv.tu-freiberg.de and employees have to contact the Human Resources Department personaleinzel@zuv.tu-freiberg.de).

3 Technical Protection Measures

3.1 Access Control

- All university buildings, the university library included, will be open for attendance events.

3.2 Use of Buildings

- The buildings are equipped with disinfectant dispensers at the entrance.
- Immediately after entering a building, there is an opportunity to wash hands thoroughly with soap or to sanitise hands with the provided items.
- The Department 1 / Housekeeping Services carries out the control and replenishment of the disinfectant dispensers.
- Handrails, banisters and building access doors are regularly sanitised by the building services.
- The use of footpaths is to be arranged so that a social distance can be maintained. The building director may define a one-way street after a risk assessment.
- If possible, elevators should not be used in order to prevent additional, possibly infectious, air turbulence in the elevators. This rule does not apply to disabled persons.
- Elevators must only be used individually. The minimum distance of 1.50 m between persons waiting in front of the elevators must be maintained at all times.

3.3 Workplace

- Meetings of multiple people are to be carried out in accordance with the applicable rules ([hygiene concept](#)). In particular, the rules for keeping distance, hygiene and ventilation remain unchanged (please refer to [behaviour-related advice](#)). The departments will provide employees with test kits for self-performed tests, as far as they are required according to the hygiene regulations of TU BAF and the legal or regulatory requirements. The self-tests are available free of charge up to two times a week at the IEC's institute secretariat (Reiche Zeche) and at the post office at Akademiestraße 6.

- All stays of visiting scientists according to the circular letter (D3/14/2013) must be reported to the Rectorate.
- Employees of the university must keep a minimum distance of 1.5 m from other people. It is strongly recommended to wear an FFP2 mask in all buildings of the TU Bergakademie Freiberg. Also, a face mask shall be worn when people meet in outdoor areas and cannot keep the recommended minimum distance of 1.5 metres.
- In laboratories, workshops and practical training rooms, attention must be paid to occupational safety (with regard to working alone), while considering the rules of distance, and the specified minimum number of employees in laboratories with dangerous material must be observed (for more information, see point 6).

3.4 Sanitary Rooms, Kitchen and Recreation Rooms

- Barriers and the installation of warning signs ensure the maintenance of safety distances on toilets.
- In recreation rooms and kitchens, sufficient distance must be ensured by special seating arrangements for example.
- Attention must be paid to the cleanness and hygiene of places used by everyone.
- Rooms, surfaces and objects must be cleaned frequently; if necessary, the cleaning intervals are to be shortened.
- To wash your hands, a skin-friendly liquid soap and towel dispensers are provided in the sanitary rooms.

3.5 Lecture Halls and Seminar/Meeting Rooms

- The distance regulations per present person should be observed in event rooms by at least 1.5 m in all directions. If it is not possible to comply with the distance regulation, the wearing of an FFP2 mask shall be ordered by the [SARS-CoV-2 risk assessment](#).
- Rooms are regularly sanitised (at the beginning of each day).

3.6 Room Ventilation

- The simplest way to keep sufficient healthy respiratory air in all room is opening windows. Room users are responsible themselves for opening and closing the windows.
- Rooms must be aired better than before by e.g. increasing the frequency or by extending the airing times. The regulations of "ASR A3.6" must be followed (<https://www.baua.de/DE/Angebote/Rechtstexte-und-Technische-Regeln/Regelwerk/ASR/ASR-A3-6.html>). Offices and lecture halls should be thoroughly ventilated at least every hour, and seminar as well as meeting rooms every 20 minutes.
- The building management controls air-conditioning and other air ventilation systems in buildings and rooms to provide a maximum supply of fresh air.
- If the supply of fresh and healthy air cannot be ensured through room ventilation, organisational measures must be taken by means of a risk assessment to exclude any risk.

4 Organisational Protective Measures

4.1 Distance to other Persons

- The distance rules of at least 1,5 m to each other are applicable on the entire campus of the TU Bergakademie Freiberg (please refer to [behaviour-related advice](#)).
- Crowds of people inside and in front of buildings must be avoided.
- Making appointments is recommended to avoid queues.
- Work processes are to be organised in a way ensuring that there is few direct personal contact.
- If possible, work is to be carried out alone or in small groups.

4.2 Work Equipment and Tools

- If possible, tools and work equipment are to be used for personal use only.
- If several persons use the same equipment, it has to be sanitised frequently set by internal regulations of the institutes or facilities, especially before handing the equipment over to other persons. This also applies to the use of multimedia devices in lecture and seminar rooms.

4.3 Work Clothes and personal Protective Equipment

- Protective equipment and work clothes are to be used individually only.
- Storing of work clothes and PSA has to be secured apart from the private clothes.

5 Personal Protective Measures

5.1 Instruction and intensive Communication

- To ensure that university staff and students are able to work safely, they must be informed about the preventive and occupational safety measures that have been put in place. The instruction must also include information about hygienic behaviour and awareness of own symptoms.
- The rectorate publishes all applicable rules and hygiene protection measures on the Internet (<https://tu-freiberg.de/corona>).
- The safety measures must be defined in the areas by the direct supervisors in the SARS-CoV-2 risk assessment (e.g. for [open-plan offices](#)) and must be explained in a comprehensible manner. Supervisors or colleagues shall draw attention to compliance with these measures.

5.2 Personal and behaviour-related Hygiene Protective Measures

- About wearing face masks, see point 2 above. If required, new masks may be requested from the department (coronaschutzbeauftragte@zuv.tu-freiberg.de).
- Members, students and guests of the university are asked to reduce all personal contacts to a minimum within the scope of this hygiene concept.
- Direct contact to other people like e.g. shaking hands or hugs are to be avoided.
- Hands shall be washed thoroughly with soap for at least 20 seconds. In particular, they are to be cleaned:

- After entering a building or upon arrival at the workplace as well as before and after lectures,
- after going to the toilet,
- after blowing the nose, coughing or sneezing,
- before taking meals as well as before and after the preparation of meals,
- after meetings that were held in attendance or contact with further persons.
- Use disposable towels after washing your hands.
- If you cough or sneeze, turn away and use your elbow or disposable towels.
- It is requested that the infected person immediately reports the infection with the coronavirus to the responsible offices (Student Administration Office for students studierendenbuero@zuv.tu-freiberg.de, Human Resources Department for employees personaleinzel@zuv.tu-freiberg.de) as well as to the immediate contact persons.
- The University still makes every effort to arrange vaccination offers for all members (employees and students). Please refer to the publications on the University's website (<https://tu-freiberg.de/en/corona>).

6 Measures and Rules for Face-to-Face Teaching, Exams and Laboratories

6.1 Face-to-Face Teaching

All attendance events are to be held in accordance with the applicable rules (in particular the distance, hygiene and ventilation rules). From now on, there is no obligation to present proof of vaccination, recovery or testing (3G rule). It is still strongly recommended to test oneself or have oneself tested with a rapid test before participating in attendance events.

Further regulations for attendance events can be found under point 3.5.

6.2 Exams

Exams must always be conducted in compliance with the Rector's orders on hygiene measures in order to control the COVID-19 pandemic.

6.3 Laboratories and Practical Training Rooms

The following rules apply for work in laboratories and practical training rooms:³

- For all activities in laboratories and practical training rooms, the supplementary [SARS-CoV-2 risk assessment](#) team checks whether wearing a mask can lead to an increased risk (carry-over of contaminants, accidents, danger of fire or reaction of the material of the mask with substances). Alternatively, visors may be considered. The faculty will assess which measures are adequate in accordance with occupational safety.
- If a face mask should lead to an increased risk according to the risk assessment, it is not mandatory to wear the mask. In this case, the safety distance of 1,5 m (2 m are recommended) must be secured by organisational measures permanently. The

³ Implementation of the SARS-CoV-2 occupational health and safety standard (BMAS) for laboratories: Guidance on risk assessment, last revised on 01.09.2020.

occupational safety department is available to advise on the development of respective measures.

- If a cover protecting mouth and nose can't be worn, it is recommended for the course of the practical training (especially for group works) to be regulated in a way that the minimum distance of 1,5 m (2 m are recommended) is secured, i.e. the persons involved only fall short of the minimum distance for a short time.

Further regulations can be found under point 3.3.