

Examination:

Room:

Date:



TECHNISCHE UNIVERSITÄT  
BERGAKADEMIE FREIBERG

Die Ressourcenuniversität. Seit 1765.

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## Rules of behaviour and hygiene for conducting exams at TU Bergakademie Freiberg

Tests and exams are conducted under strict rules for hygiene. These rules aim to protect students, teachers/instructors and all other staff from infection and to prevent the spreading of the virus as far as possible.

You are obliged to strictly comply with the rules listed underneath. Please confirm at the end of this document that you have been informed about the rules of behaviour and that you comprehend them.

- 1) When sick, do not go to exams!
  - If you feel sick, you must not turn up for an examination. It is best to phone in in advance to inform the university.
- 2) Keep a distance of 1,5 metres minimum!

This also applies to the entire campus of the university, especially for:

  - public ways and routes when walking to the exam location
  - Places where close physical contact/crowding is likely, such as entrance areas, dressing rooms, toilets.
- 3) It is mandatory to wear a medical protective mask (FFP2 mask or surgical face mask) on the entire campus! In general, a FFP2 mask has to be worn during the examination. This also applies to oral examinations. If a distance of 3 m can be assured, and if the room is big enough and ventilated, the face mask may be removed.
- 4) Take only seats that are marked as a workplace.

Make sure all seats in one row are occupied before you move to the next row. In between seats marked as workplace do not leave seats empty.
- 5) For questions coming up during the test/examination you are allowed to turn to the instructor.
- 6) Obey basic rules of hand hygiene!
  - Generally wash your hands regularly and thoroughly using soap for at least 20 seconds. Wash hands before the examination begins and after it has ended; also each time you have used the toilet and in cases of contamination.
  - After washing your hands, use disposable towels.
  - If necessary, use disinfectant from dispenser.
- 7) Stick to rules for sneezing and coughing!
  - If possible, turn away from others.
  - Sneeze or cough into your elbow or use a disposable handkerchief.

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8) Avoid direct physical contact such as shaking hands and hugging!

**I herewith confirm that I have read and understood the rules of behaviour and hygiene and that I will comply with them.**

**I acknowledge that taking part in the examination is not possible if within 14 days prior to the examination date I showed symptoms such as elevated temperature, coughing, body aches, a sore throat, sniffing, chills, diarrhoea and/or impaired tasting and smelling. If I had such symptoms within 14 days prior to the examination date, I will inform TU Bergakademie immediately.**

Name

Signature

#### **Note on Data Processing**

The responsibility for processing the data recorded in this form (name, examination, room, date) lies with TU Bergakademie Freiberg.

TU Bergakademie Freiberg treats the above-mentioned data as confidential and processes them only for the purpose of maintaining the rules of behaviour and hygiene.

The data will be forwarded only to the health authority in charge and only on their request if the data are indispensable for tracking infection chains in the context of the Corona pandemic. Beyond that, the data will not be forwarded to any third parties.

The data are processed in compliance with article 6 paragraph 1d of the DSGVO (protection of vital interests of the person affected or of another natural person) and are stored and secured for a period of three weeks. After expiry of this period (starting on the day of the examination), the data are deleted in compliance with the data protection regulations.

The persons affected by the data processing are entitled to claim their rights according to article 15 (and following) of DSGVO. In addition, they have the right to file a complaint with the supervisory authority for data protection (compare article 77 DSGVO). The authority in charge of data protection is the Saxon Representative for Data Protection (Sächsischer Datenschutzbeauftragter; E-Mail: [saechsdsb@slt.sachsen.de](mailto:saechsdsb@slt.sachsen.de))

For requests please contact the Representative for Data Protection at TU Bergakademie Freiberg: E-Mail: [datenschutz@zuv.tu-freiberg.de](mailto:datenschutz@zuv.tu-freiberg.de); phone: 03731 39-3243.