

## Hygiene Plan Technical University of Applied Sciences Wildau Date: 3 August 2020

In accordance with section 3 subsection 2 of the regulations on measures to restrict the new Corona virus SARS-CoV-2 and COVID-19 in Brandenburg (SARS-CoV-2-Eindämmungsverordnung – SARS-CoV-2-EindV) of 8 May 2020, “*employers are required to implement a hygiene plan on the basis of an updated risk assessment. This must take into account all relevant specific hygiene rules and recommendations for infection prevention issued by the Robert Koch Institute and all relevant provisions and notifications on work safety issued by the work safety authorities and the responsible accident insurer.*”

The university management has taken note of and implemented all provisions that are required of the university by the authorities and also the rules and recommendation for appropriate behaviour issued by the Robert Koch Institute, as well as all provisions issued by the Ministry for Social Affairs, Health, Integration and Consumer Protection of the State of Brandenburg.

TH Wildau has entered into home office agreements with all staff whose work can be conducted to a large extent digitally, coming into effect since 23 March 2020. The following rules were and are in force for work on site at the university:

### Emergency On-Site Operations from 23 March 2020 to 3 May 2020:

- Premises were locked and most operations were suspended.

### Restricted Operations from 4 May 2020 to today:

- The university was reopened as of 4 May 2020 under observance of the hygiene measures listed below.
- In summer semester 2020, teaching has been largely conducted in digital form, also under the period of restricted on-site operations. From 4 May 2020, it has been possible to conduct classes and examinations that require on-site presence at the university premises under observance of all hygiene measures.

TH Wildau has implemented the following hygiene measures to restrict the spread of the new Corona virus SARS-CoV-2 and COVID-19:

1. Observance of a **minimum distance** of 1.5 m between persons. This also applies outside the premises. In cases where this minimum distance cannot be implemented due to the size of rooms or the kind of work undertaken, then a case-by-case assessment as to the feasibility of higher standards of protection must be undertaken. Any such requirements for higher standards must be reported via the deans to the executive university management. The university management will endeavour to support such applications. Should the requirements reported be impossible to meet, however, for example due to delivery shortages, then the class or examination in question may not be conducted on site and must be rescheduled to a later date.
2. The university will make **disinfectants** available. Students are required to clean their seats and desks after examinations.
3. It is obligatory to **wear mouth and nose protection** on all university premises. In **offices** or **laboratories** that are used by a defined group of people, a mouth-and-nose protector can be dispensed with, provided that the minimum distance between employees (1.5 m) is maintained and regular ventilation is guaranteed. In all other rooms, corridors and buildings the wearing of a mouth and nose protection is still obligatory!  
If required, the university can provide masks. Excluded from the obligation to wear a mouth-nose cover are deaf and hard of hearing people, their accompanying person and, if necessary, persons who communicate with them as well as persons for whom the use of a mouth-nose protection is not possible or unreasonable due to a disability or for health reasons. If possible, this should be proven by a medical certificate.

4. **Plexiglas shields** have been installed at all counters and between workplaces in some shared offices.
5. For **room scheduling** for teaching and examinations, the university has stipulated maximum numbers of users. Per capita 10 square meters are charged, which considerably reduces the usual room capacity. It is recommended that a fixed seating arrangement be introduced in the attendance events. Between the events there will be a break of one hour to ventilate the rooms sufficiently.
6. To ensure that hygiene measures are adhered to, additional security personnel has been engaged. They will **tour all buildings regularly**.

Further information on these measures is available on the TH Wildau homepage: <https://www.th-wildau.de/corona/>