Pursuant to the ordinance on the containment of SARS-CoV-2 in the Free and Hanseatic City of Hamburg (Hamburgische SARS-CoV-2 Eindämmungsverordnung, HmbSARS-CoV-2-EindämmungsVO) (valid from 28 August 2021) and the president’s Instructions No. 22 issued on 30 September 2021, Universität Hamburg has issued a hygiene plan for Universität Hamburg (excluding the UKE).

Hygiene Plan for Universität Hamburg (excluding UKE)

Last updated: 30 September 2021
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1. **Note**

The protective framework to prevent coronavirus infection risks (Konzept zur Vermeidung des Risikos einer Infektion mit dem Coronavirus) lays out the protective measures for the operation of Hamburg universities and their facilities, developed in accordance with the ordinance on the containment of SARS-CoV2 (Verordnung zur Eindämmung der Ausbreitung des Coronavirus SARS-CoV-2 in der Freien und Hansestadt Hamburg [Hamburgische SARS-CoV-2-Eindämmungsverordnung, HmbSARS-CoV-2-EindämmungsVO]) issued by the Senate of the Free and Hanseatic City of Hamburg and the SARS-CoV-2 German health and safety regulations (SARS-CoV-2-Arbeitsschutzverordnung, Corona-ArbSchV) issued by the Federal Ministry of Labour and Social Affairs (BMAS) as well as the general SARS-CoV-2 Occupational Safety and Health Standard (SARS-CoV-2-Arbeitsschutzstandard). Regulations on infection protection are based, in particular, on the German law on the prevention and control of infectious diseases (Infektionsschutzgesetz, IfSG), federal regulations, and the HmbSARS-CoV-2-EindämmungsVO.

On this basis, Universität Hamburg is issuing individual protective measures in line with the respective needs of University institutions pursuant to Section 22 subsection 1 number 2 in conjunction with Section 6 of Hamburg’s containment regulations (HmbSARS-CoV-2-Eindämmungsverordnung), which establishes the minimum protection standards of the City of Hamburg. The president’s instructions in their current version supplement the current regulations.

This document initially lays out general and interdisciplinary principles for protecting against potential infection and preventing further transmission. It then goes on to provide detailed protective and hygiene measures to be taken for specific situations and areas of activity. This includes introductory examples of typical formats and encounters. This list is not exhaustive but indicates the characteristics of individual interactive scenarios and the regulatory requirements they entail.

Risk assessment continues to be the main instrument for ascertaining protection and hygiene measures. The risk assessment documents the specific measures required for individual situations. The risk assessment also describes how measures are implemented and by whom.

Individual sections of the Hygiene Plan (see chapters 7–16) provide links to the relevant risk assessment. A list with links to all existing risk assessments is available at Risk assessment:Staff Service Portal:Universität Hamburg (uni-hamburg.de)

The Hygiene Plan (see chapter 19) is regularly updated and applies to everyone who works or studies at, or visits the University, or who enters a University building in the context of cooperation, provision of services, or for any other reason.

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2. **Fundamental principles**

Anyone with symptoms (e.g., coughing, fever, diarrhea) that could indicate a COVID-19 infection but has not been checked by a doctor is prohibited from entering the University.
Universität Hamburg bases its entire operation on the 3G rule (vaccinated, recovered, or tested), or, where possible, the 2G rule (vaccinated or recovered). Observation of the 3G rule is centrally organized by the University and is compulsory for all students in University buildings. There are currently no plans to check the 3G status of staff and visitors to the University. Distancing (1.5-meter rule), wearing medical masks, and observing hygiene rules continue to apply where no other specific rules are provided.

The voluntary submission by staff of their vaccinated or recovered status may be considered when carrying out a risk assessment and reflected in the resultant protective and hygiene measures. As a prerequisite, those responsible (managers, event organizers) must have sufficient proof of complete (effective) vaccination against the SARS-CoV-2 coronavirus or certificates of a previous infection with SARS-CoV-2 coronavirus that was at least 28 days and no more than 6 months prior.

From an occupational safety perspective, the requirements to wear a medical mask and maintain a minimum distance and other technical measures implemented to accommodate the distance requirement (such as plexiglass dividers) may be partially or completely dispensed with where it can be proven that all people coming into contact with each other in areas in the building (e.g., a conference room or neighboring offices in a work area or section) are vaccinated or recovered.

Similarly, considering risk assessment requirements, these obligations (to wear a medical mask and maintain distance/technical measures) may also be wholly or partially dispensed with for occasions such as committee meetings, official meetings, and work-related gatherings if all participants can prove their vaccinated or recovered status.

In accordance with the risk assessment, shared occupancy of work rooms without the requirement to wear a medical mask (and, potentially, other distancing requirements) may also be considered if the affected employees can prove their vaccinated or recovered status. However, the existing principle of keeping the simultaneous use of rooms to the minimum necessary must continue to be taken into account.

The requirement to wear a medical mask and observe other protective measures continues to apply when staff members or other individuals leave areas in which only people with a proven vaccinated or recovered status work. These may include stairwells, kitchenettes, recreation rooms, sanitary facilities (toilets, etc.), and elevators. In particular, protective measures must be observed when external contractors or visitors without proof of vaccination or recovery enter the space.

3. Precautionary measures for individuals

3.1. Personal hygiene

The main route of transmission for the coronavirus is when infected people release particles (droplets or aerosols) that contain the virus, particularly through coughing, sneezing, breathing, speaking, or singing. In addition, the virus can also be transmitted indirectly via the hands if they are brought into contact with the mucus membranes of the mouth, nose, or eyes. The following hygiene rules must be followed to prevent infection (see also Appendix, 20.1):
• Wash your hands regularly and thoroughly for 30 seconds (see https://www.infektionsschutz.de/haendewaschen.html).
• Observe sneezing and coughing etiquette—that is, cough and sneeze into your elbow, preferably while turning away from other people to create the largest possible distance.
• Keep your distance.
• Do not touch your mouth, nose, or eyes.
• Avoid touching frequently touched surfaces such as door handles or elevator buttons with your palms or fingers.
• Avoid physical contact with others such as shaking hands and hugging.

3.2. Medical masks
In closed rooms that may potentially be visited by members of the public, everyone present is obliged to wear a medical mask pursuant to Section 8 HmbSARS-CoV-2-EindämmungsVO. Exceptions to this rule are defined in the risk assessment.

If the risk assessment ascertains that a staff member cannot be adequately protected by technical and organizational measures and must therefore wear a medical mask, these must be provided by the employer. Staff members must wear the medical masks provided by their employer or a mask of at least the same quality.

More information on medical masks is available at https://www.hamburg.de/corona-maske/14847194/medizinische-masken/.

3.3. Opportunities and requirements for testing and exceptions to the test requirement

3.3.1. Opportunities for testing provided by the employer
To reduce the risk of SARS-CoV-2 infection in the workplace, Universität Hamburg offers members of staff one test at least twice a calendar week in response to direct evidence of exposure to the SARS-CoV-2 coronavirus (Section 4 subsection 1 SARS-CoV2-Arbeitsschutzverordnung). For more information, see the web page for proof of eligibility for the self-administered antigen tests in the Staff Service Portal (Bezugsschein Antigen-Selbsttests).

3.3.2. Test obligation for students and teaching staff
Students attending in-person teaching at Universität Hamburg who do not have vaccinated or recovered status are only permitted to attend when they:

• have obtained a negative result from a self-test administered under University supervision,
• have obtained a negative result from a rapid antigen test pursuant to Section 10d HmbSARS-CoV-2-EindämmungsVO conducted by an authorized testing center no more than 24 hours prior,
can present a PCR test as defined by Section 10d HmbSARS-CoV-2-EindämmungsVO conducted no more than 48 hours prior.

Proof of a negative coronavirus test as defined by the HmbSARS-CoV-2-EindämmungsVO is equivalent to the submission of a coronavirus vaccination certificate pursuant to Section 2 subsection 5 HmbSARS-CoV-2-EindämmungsVO or proof of recovery pursuant to Section 2 subsection 6 HmbSARS-CoV-2-EindämmungsVO.

Staff members involved in in-person teaching or examinations (academic staff, TVP, adjunct lecturers, contracted presenters) are obliged to conduct a self-administered test on every day of teaching. This test obligation does not apply where a valid certificate of vaccination or recovery can be provided (see 3.3.3).

3.3.3. Exceptions to test obligations: vaccinated or recovered

Pursuant to a federal declaration, fully vaccinated or recovered status is considered equivalent to having received a negative test. Therefore, this status group is not required to be tested in order to conduct in-person teaching or examinations.

People are considered “fully vaccinated” only from the fifteenth day following their second coronavirus vaccination with a vaccine approved for use in the European Union. Vaccinated persons must provide corresponding proof. This constitutes a vaccination certificate or vaccination passport in German, English, French, Italian, or Spanish, either as a paper document or in digital form (Section 2 subsection 5 HmbSARS-CoV-2-EindämmungsVO in conjunction with Section 2 Federal regulations on exceptions to COVID-19 protective measures [COVID-19-Schutzmaßnahmen-Ausnahmenverordnung, SchAusnahmV]).

“Recovered” refers to all people who have recovered from a coronavirus infection that was no less than 28 days but no longer than 6 months in the past or to those who have received at least one vaccination after having had a coronavirus infection. Recovered persons are required to present proof of recovery. This constitutes a paper or digital certificate in German, English, French, Italian, or Spanish stating that a coronavirus infection was established by means of a PCR test, and that such infection was no less than 28 days and no more than 6 months in the past. Recovered persons whose coronavirus infection was more than 6 months in the past must also provide evidence of having received at least one dose of a coronavirus vaccine (see above).

3.4. Individual measures for staff members

3.4.1. Working from home

To reduce personal contact as much as possible, staff should continue to work predominantly from home. Managers and supervisors must make appropriate agreements with their staff.

3.4.2. Staff with an increased risk of a severe COVID-19 infection

Staff classified by the RKI as being at high-risk from a severe COVID-19 infection or for whom the wearing of a medical mask is not possible for health reasons should be given priority for working from home. They must provide relevant evidence (including the appropriate medical certificates) to
the HR department for verification. Tasks that cannot be performed from home must be performed on-site in compliance with individual protective measures as determined by the risk assessment. Individual protective measures (including priority for working from home) do not apply if the employees volunteer their status as vaccinated or recovered.

3.5. **Individual measures for students with an increased risk of a severe COVID-19 infection**

Measures must be individually determined for students classified by the RKI as being at high-risk from a severe COVID-19 infection or for whom the wearing of a medical mask is not possible. If individual measures cannot be identified to enable students to attend, for example, in-person teaching, examinations, or laboratory exercises, affected students may apply for compensation for disadvantages. More information is available for students with disabilities and/or chronic diseases: Universität Hamburg (uni-hamburg.de).

4. **Entering Universität Hamburg buildings**

Where space permits, those present should be urged to observe a minimum distance of 1.5 meters. The floor should be marked where appropriate. Signs, displays, and information screens in the foyers of University buildings provide information on the obligation and implementation of the obligation to wear a medical mask. Similarly, notice will be given of the obligation for students to demonstrate their 3G status and to allow verification of this status on entering buildings.

Monitoring of student compliance with the 3G rule is centrally organized and based on the principle of a University issued (digital or paper) Campus Pass. The Campus Pass will be issued throughout Winter Semester 2021/22 by the Universität Hamburg registration centers established for this purpose. View all locations. Appointed staff in University buildings will check that students are carrying their Campus Pass.

Students who do not have vaccinated or recovered status may take a self-administered test under supervision. Universität Hamburg is offering this service free of charge throughout the semester on the Von-Melle-Park campus. Find more detailed information on the Universität Hamburg home page.

If students refuse to provide proof of their 3G status, they will be removed from the University’s buildings by supervisory staff and excluded from in-person teaching and examinations.

5. **Hygiene measures for the use of shared public areas (elevators, foyers, sanitary areas, passageways, kitchenettes) in Universität Hamburg buildings**

To minimize the risk of infection, the following regulations must be observed in shared public areas of Universität Hamburg:

- Hand disinfectants must be provided in the entrance area of buildings for use on entry to the buildings.
• Medical masks must be worn. Signs, displays, and information screens must advise of the obligation to wear a medical mask.

• Where appropriate, floors should be marked to indicate distancing.

• All people on-site are requested to restrict use of the elevators as much as possible so that they are available for those who have no other option.

• Kitchenettes, copy rooms, and other similar spaces that do not allow for distancing of at least 1.5 meters may only be used by one person at a time.

• Supervisory staff are authorized and instructed to ask students to present their Campus Pass as part of random inspections. Supervisory staff are also permitted to remove students without documentation from University buildings.

6. Room hygiene

6.1. Cleaning

All rooms used and, in particular, surfaces frequently touched by individuals and groups of individuals will be cleaned regularly. According to advice from the Arbeitsmedizinischer Dienst (state occupational medical service [AMD]) and recommendations issued by the Robert Koch Institute, precautionary disinfection of surfaces—including frequently touched surfaces—during the current COVID-19 pandemic is not required. In addition, all sanitary facilities will be regularly cleaned and permanently supplied with sufficient liquid soap and paper towels.

6.2. Ventilation

Regular ventilation is important for reducing the risk of infection. The duration, nature, and frequency of such ventilation depends on the methods available, the duration of the event in question, and the use of the space. If a room is scheduled for use in multiple events on a single day, the following scenarios must be distinguished:

• Rooms with windows must be aired out several times per hour by ventilating crosswise and/or by opening windows fully.

• Rooms without a mechanical ventilation system and with windows that cannot be opened by design or for other reasons may not be used.

7. Protection and hygiene measures for in-person teaching and examinations

In-person teaching particularly includes:

- lectures
- seminars, internships, courses with practical components (including excursions)
- exercises, tutorials, projects, colloquia, advanced language courses
orientation modules

In-person examinations particularly include:
- written examinations
- oral examinations
- doctoral examinations

Pursuant to the containment ordinance as amended, in-person teaching and examinations may occur in compliance with the following protective and hygiene measures:

- A risk assessment has been conducted.
- Participation in in-person teaching, examinations, or other events in closed rooms is only permitted for students with a Campus Pass (as proof of either a negative coronavirus test result or vaccinated or recovered status).
- A student’s 3G status is established and verified via the centrally issued Campus Pass (see above). Teaching staff are authorized to verify students’ 3G status via Campus Pass during classes and events with practical components (particularly sport and excursions) and laboratory exercises.
- Staff members involved in in-person teaching or examinations (academic staff, TVP, adjunct lecturers, contracted presenters) are obliged to conduct a self-administered test on every day of teaching. This test obligation does not apply where a valid certificate of vaccination or recovery can be provided (see 3.3.3).
- A medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO must be worn for the duration of in-person teaching and examinations in closed rooms. Presenters and lecturers may remove their masks while speaking. Presenters include students who speak aloud to the room.
- Medical masks must be worn when entering and exiting seminar and examination rooms and lecture halls, and distancing should be observed as much as possible.
- Rooms must be sufficiently ventilated during classes and examinations. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.
- Once the class or the examination is finished, students must leave the room and building as quickly as possible.

8. Protective and hygiene measures in experimental research operations and during empirical research

Experimental and empirical research include, in particular:
- research conducted in a laboratory,
- empirical research conducted with test subjects,
- field research.

Pursuant to the containment ordinance as amended, experimental and empirical research may occur in compliance with the following protective and hygiene measures:

- A **risk assessment** has been conducted.
- Where space and the nature and conduct of the research permits, participants should be urged to observe a minimum distance of 1.5 meters.
- A medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO must be worn for the duration. Presenters and lecturers may remove their masks while speaking.
- Participation in experiments, data collection, or similar activities that occur in closed rooms is only permitted on presentation of proof of a negative coronavirus test or proof of vaccination or recovery. The parties responsible for the experiment must verify compliance by all nonemployees. For members of staff, there is a voluntary testing service.
- Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

9. **Protective and hygiene measures for office workspaces with and without contact with patrons**

The employer must take all appropriate technical and organizational measures to reduce the amount of operationally required interpersonal contact. Shared use of rooms by multiple individuals at the same time must be kept to an operationally required minimum. Where required, a risk assessment should establish whether additional measures are required (see chapter 2).

The risk assessment for office workspaces must distinguish between three basic constellations:

- no contact with patrons
- limited, predominantly contact with internal patrons (e.g., University Postal Service, contract signings, etc.)
- highly frequent contact with patrons (e.g., academic offices, campus centers, etc.)

Generally, the following protective and hygiene measures apply:

- A **risk assessment** has been conducted.
- Where possible, staff should work in individual office spaces.
- A minimum distance of 1.5 meters should be maintained, particularly during consultations or similar situations.
• People in shared offices should observe the minimum distance. If necessary, the office layout and/or desk placement must be altered.

• A medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO must be worn in closed rooms. Individuals may remove their mask when seated at their desk. From an occupational safety perspective, the requirements to wear a medical mask and maintain distance and other technical measures implemented to accommodate the distance requirement (such as plexiglass dividers) may be partially or completely dispensed with where all people present have voluntarily disclosed their status as vaccinated or recovered. This determination will be made as part of a risk assessment.

• Where hand hygiene is consistently observed, the regular cleaning of workspaces and equipment used by multiple staff members is sufficient.

• Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

10. Protective and hygiene measures for infrastructure and building management and workshops

Services provided by Infrastructural Facility Management and Technical Building Management, the technical and academic workshops, and the Regional Computing Center (RRZ) are subject to the following measures and instructions:

• A risk assessment has been conducted.

• A minimum distance of 1.5 meters should be observed where possible. The distancing regulations must also be adhered to outside facilities (i.e., in public spaces).

• A medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO must be worn in closed rooms. Individuals may remove their mask when seated at their desk. Where the minimum distance cannot be maintained in the performance of a task, all participants must wear a medical mask. These must be provided by the employer.

• There are special hygiene measures when using University vehicles. These must be determined in a risk assessment. In particular, all occupants in a vehicle, with the exception of the driver, must wear a medical mask at all times.

• From an occupational safety perspective, the requirements to wear a mask and maintain distance and other technical measures implemented to accommodate the distance requirement (such as plexiglass dividers) may be partially or completely dispensed with where all people involved in an activity have voluntarily disclosed
their status as vaccinated or recovered. This determination will be made as part of a risk assessment.

- Hand disinfectant must be used if there are no on-site sanitation facilities.
- Where hand hygiene is consistently observed, the regular cleaning of workspaces and equipment used by multiple staff members is sufficient.
- Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.
- Hygiene and protective measures also apply to external companies. External staff must be informed of the requirements prior to commencing work in University buildings.

11. **Protective and hygiene measures for committee meetings, work gatherings, and meetings in faculties, central facilities, and University Administration**

Committee meetings, work gatherings, and meetings include in particular:

- Academic Senate meetings
- meetings of Academic Senate committees
- faculty and department council meetings
- meetings of faculty council committees
- University Council meetings
- Executive University Board meetings
- meetings of offices of the dean
- examination committee meetings
- official meetings
- academic workshops and research groups
- academic search committee meetings
- selection procedures.

Committee meetings, work gatherings, and other meetings may occur in person, digitally, or in a hybrid form. Pursuant to the containment ordinance as amended, meetings may occur in compliance with the following protective and hygiene measures:

- A **risk assessment** has been conducted.
- A minimum distance of 1.5 meters should be observed where possible.
• As a rule, everyone present must wear a medical mask to cover their mouth and nose or a respirator (FFP) mask during the entire duration of their presence in the room. Presenters may remove their mask while presenting.

• Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

• From an occupational safety perspective, the requirements to wear a medical mask and maintain distance and other technical measures implemented to accommodate the distance requirement (such as plexiglass dividers) may be partially or completely dispensed with where all participants have voluntarily disclosed their status as vaccinated or recovered. This determination will be made as part of a risk assessment.

12. Protective and hygiene measures for events held by the faculties, central facilities, and University Administration (pursuant to Section 22 and Section 9 HmbSARS-CoV-2-EindämmungsVO)

Events must distinguish between events as part of regular University operation as per Section 22 HmbSARS-CoV-2-EindämmungsVO and special events as per Section 9 HmbSARS-CoV-2-EindämmungsVO. Public events as per Section 9 HmbSARS-CoV-2-EindämmungsVO may be held on the basis of the 2G model laid out in Section 10j HmbSARS-CoV-2-EindämmungsVO. On application and presentation of a protective plan demonstrating that the requirements of Section 10j HmbSARS-CoV-2-EindämmungsVO will be met, the University leadership will decide whether the 2G model will be applied.

12.1. Additional events as part of regular University operations (pursuant to Section 22 HmbSARS-CoV-2-EindämmungsVO).

Regular University events that do not fall under the in-person teaching or examination classification include, in particular:

- interviews open to the University public as part of the academic search procedure,
- internal professional development and continuing education events,
- internal training sessions.

Regular University events may be held in person, digitally, or in hybrid form. In accordance with the containment ordinance as amended, event formats may be held in person in compliance with the following protective and hygiene measures:

• A risk assessment has been conducted.

• A minimum distance of 1.5 meters should be observed where possible.
• As a rule, everyone present must wear a medical mask to cover their mouth and nose or a respirator (FFP) mask during the entire duration of their presence in the room. Presenters may remove their mask while presenting. Additional potential exemptions may be detailed in the risk assessment (see chapter 2).

• Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

12.2. Special events (pursuant to Section 9 HmbSARS-CoV-2-EindämmungsVO)
Events with voluntary attendance aimed at the whole University, interested public, or cooperation partners may include, in particular:
- discussion events
- lectures
- information sessions
- student-initiated seminars
- reading groups or evenings
- film screenings.

If a buffet is to be offered, as is standard for the following events, this must be especially considered in the protective and hygiene measures:
- doctoral celebrations
- graduation parties
- welcome and farewell events
- conferences and congresses

These forms of event may be held in person, digitally, or in hybrid form. Hygiene measures must distinguish between outdoor and indoor events for in-person formats. When applying the 2G model, additional differentiations are required. In accordance with the containment ordinance as amended, event formats may be held in person in compliance with protective and hygiene measures. Event organizers are responsible for ensuring compliance with the following measures:

• A risk assessment has been conducted.

• Participation in events in closed rooms is only permitted on presentation of proof of a negative coronavirus test or proof of vaccination or recovery.

• The 2G model may only be applied where all those working on-site during the event are also vaccinated or recovered.
• The maximum number of participants determined by Section 9 HmbSARS-CoV-2-EindämmungsVO must be observed:
  o outdoors, with assigned seating, a maximum of 500 participants
  o outdoors, without assigned seating, a maximum of 250 participants
  o indoors, with assigned seating, a maximum of 100 participants
  o indoors, without assigned seating, a maximum of 50 participants.
  o Three times the maximum number is permitted under application of the 2G model.
• Contact data must be collected for all participants.
• A minimum distance of 2.5 meters must be ensured between the audience and the stage or podium.
• A medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO must be worn for the duration of events in closed rooms. Presenters may remove their masks while speaking.
• Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

13. Protective and hygiene measures for library operations

The State and University Library Carl von Ossietzky and the specialist libraries provide a comprehensive online range of digital media that is constantly being expanded and is available to all members of the University. In addition, teaching staff and students preparing for examinations are also able to order printed materials. This may be picked up in person at a previously arranged time. A medical mask must be worn. Materials will be provided without contact.

The following guidelines apply to library operations:

• A **risk assessment** has been conducted.
• It is not obligatory to observe the minimum distance when using the library (including in group work rooms and at individual workstations). However, where space permits, it is advised to maintain distance where possible.
• The number of participants in tour groups should be capped so that a minimum distance of 1.5 meters can be maintained.
• Access must be supervised by appropriate technical and organizational measures (entry management) to ensure the number of visitors present is maintained at one person per 10 square meters in the areas open to the public.
• Ensure contact-tracing procedures are followed for everyone present.
• Everyone present in a closed room is obliged to wear a medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO.

• Student or visitor use of the library in closed rooms is only permitted on presentation of proof of a negative coronavirus test or proof of vaccination or recovery. Where the library has a reader for the Campus Pass, students may simply present their Campus Pass.

• Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

14. **Protective and hygiene measures for University Music and University theater groups**

Protective and hygiene measures for University Music and University theater groups must distinguish between in-person rehearsals and performances for an audience.

Both rehearsals and performances may apply the 2G model as per Section 10j HmbSARS-CoV-2-EindämmungsVO. On application and presentation of a protective plan demonstrating that the requirements of Section 10j HmbSARS-CoV-2-EndämmungsVO will be met, the University leadership will decide whether the 2G model will be applied.

In accordance with the containment ordinance as amended, rehearsals in closed rooms may be held in person in compliance with the following protective and hygiene measures (3G model):

• A **risk assessment** has been conducted.

• Where space and the nature and conduct of the rehearsal permits, participants should be urged to observe the minimum distance of 1.5 meters.

• Ensure contact-tracing procedures are followed for everyone present.

• People present in closed rooms must wear a medical mask pursuant to Section 8 HmbSARS-CoV-2-EindämmungsVO; where absolutely required, the mask may be removed while playing music or during physical movement.

• Participation in rehearsals in closed rooms is only permitted on presentation of proof of a negative coronavirus test or proof of vaccination or recovery.

• Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

Performances for an audience are subject to the protective and hygiene measures listed under “12.2. Special events (pursuant to Section 9 HmbSARS-CoV-2-EindämmungsVO).”
15. Protective and hygiene measures for the Botanical Gardens and the University Museum

Visitors to the Botanical Garden or the University Museum are subject to the 3G rule. There is no obligation to wear a medical mask or carry evidence of compliance with the 3G rule in outdoor facilities in the Botanical Gardens.

The University Museum may be rendered subject to the 2G model on application to the University leadership (see above).

Visits pursuant to the 3G rule may occur in accordance with the containment ordinance as amended subject to the following protective and hygiene measures:

- A risk assessment has been conducted.
- The minimum distance of 1.5 meters must be ensured in both interior and exterior areas.
- Contact-tracing procedures must be ensured for everyone present.
- Everyone present in a closed room is obliged to wear a medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO.
- In closed rooms, efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

16. Protective and hygiene measures for indoor and outdoor sports (University Sports)

The protective and hygiene measures for University sports must specifically distinguish between courses, fitness center activities, and events with spectators. University Sports is generally subject to the 3G rule. In principle, the 2G model is possible on application to the University leadership (see above).

Courses and fitness center activities pursuant to the 3G rule may occur in accordance with the containment ordinance as amended subject to the following protective and hygiene measures:

- A risk assessment has been conducted.
- The minimum distance of 1.5 meters must be observed everywhere (e.g., at entrances and exits, in hallways, along designated routes, as part of course management). There must be a distance of at least 2.5 meters between sporting equipment. When performing sporting activities, a minimum distance of 2.5 meters between individuals must be maintained so far as permitted by the type of sport being played.
- Changing rooms, showers, and toilets may only be used in compliance with minimum distancing and hygiene requirements.
- Sports equipment will be provided on an individual basis and cleaned and disinfected after use.
- Contact tracing must be ensured.
• Medical masks must be worn in building hallways, changing rooms, and sanitary facilities. Medical masks will be provided for all employees.

• Participation in sports activities occurring in closed rooms is only permitted on presentation of proof of a negative coronavirus test or proof of vaccination or recovery.

• Efforts must be made to ensure sufficient flows of fresh air. Where no ventilation system is available, all windows in the room should be opened several times per hour to completely air out the room.

Sporting events with spectators are subject to the following protective and hygiene measures, which must be organized and enforced by the event organizer:

• A separate risk assessment has been conducted for the event.

• Spectators must be allocated fixed seats that are organized so that spectators can maintain distance from one another (minimum distance of 1.5 meters or in a “chessboard layout”)

• The flow of spectators must occur via secured entrances and exits.

• A minimum distance of 2.5 meters must be ensured between the audience and the stage or podium.

• A maximum of 650 spectators is permitted.

• Contact tracing must be ensured.

• Tickets must be purchased in advance.

• Participation in events in closed rooms is only permitted on presentation of proof of a negative coronavirus test or proof of vaccination or recovery. Compliance with this requirement must be verified before the event begins.

• The 2G model may only be applied where all those working on-site during the event are also vaccinated or recovered.

• A medical mask consistent with Section 8 HmbSARS-CoV-2-EindämmungsVO must be worn in closed rooms during the event. Those playing sport may remove their masks.

17. Recommended protection and hygiene measures for meetings of student bodies

Student bodies such as the departmental student representative committee, AStA, and student parliament are responsible for their own meetings. The HmbSARS-CoV-2-EindämmungsVO also provides for protective plans for such events, which should be determined by those responsible. The Occupational Safety and Environmental Protection Unit can provide advice on creating protective plans and implementing measures.

18. First aid services

If first aid is required, you must observe the following rules as far as possible:
• Keep your distance.
• Adhere to coughing and sneezing etiquette, and observe hand hygiene.
• Wear respirator masks (FFP masks), eye protection, and disposable gloves, which the Occupational Safety and Environmental Protection Unit issues to all first-aiders.

If you notice any signs of health-related difficulties in your colleagues and there are no first-aiders available to help, call an emergency doctor at 112.

19. Expansion of the Hygiene Plan

The Hygiene Plan coordinated with the Ministry of Social Affairs (based on the framework protection concept of the universities) will be adapted to suit the situation as required.
20. Appendix
20.1. Hygiene tips from the Federal Centre for Health Education (BZgA)

Infektionen vorbeugen:
Die 10 wichtigsten Hygienetipps

Im Alltag begegnen wir vielen Erregern wie Viren und Bakterien. Einfache Hygienemaßnahmen tragen dazu bei, sich und andere vor ansteckenden Infektionskrankheiten zu schützen.

1. Regelmäßig Hände waschen
   - wenn Sie nach Hause kommen,
   - vor und während der Zubereitung von Speisen,
   - vor den Mahlzeiten,
   - nach dem Besuch der Toilette,
   - nach dem Nasenputzen, Husten oder Niesen,
   - vor und nach dem Kontakt mit Erkrankten,
   - nach dem Kontakt mit Tieren.

2. Hände gründlich waschen
   - Hände unter fließendes Wasser halten,
   - von allen Seiten mit Seife einreiben,
   - dabei 20 bis 30 Sekunden Zeit lassen,
   - unter fließendem Wasser abwischen,
   - mit einem sauberen Tuch trocknen.

3. Hände aus dem Gesicht fernhalten
   - Fassen Sie mit ungewaschenen Händen nicht an Mund, Augen oder Nase.

4. Richtig husten und niesen
   - Halten Sie beim Husten und Niesen Abstand von anderen und drehen sich weg.
   - Benutzen Sie ein Taschentuch oder halten die Armbeuge vor Mund und Nase.

5. Im Krankheitsfall Abstand halten
   - Kurieren Sie sich zu Hause aus.
   - Verzichten Sie auf enge Körperkontakte, solange Sie ansteckend sind.
   - Halten Sie sich in einem separaten Raum auf und benutzen Sie wenn möglich eine getrennte Toilette.
   - Benutzen Sie Essgeschirr oder Geschirrtücher nicht mit anderen gemeinsam.

6. Wunden schützen
   - Decken Sie Wunden mit einem Pflaster oder Verband ab.

7. Auf ein sauberes Zuhause achten
   - Reinigen Sie insbesondere Küche und Bad regelmäßig mit üblichen Haushaltsreinigern.
   - Lassen Sie Putzlappen nach Gebrauch gut trocknen und wechseln sie häufig aus.

8. Lebensmittel hygienisch behandeln
   - Bewahren Sie empfindliche Nahrungsmittel stets gut gekühlt auf.
   - Vermeiden Sie den Kontakt von rohen Tierprodukten mit roh verzehrten Lebensmitteln.
   - Erhitzen Sie Fleisch auf mindestens 70 °C.
   - Waschen Sie Gemüse und Obst gründlich.

9. Geschirr und Wäsche heiß waschen
   - Reinigen Sie Ess- und Küchenmünzgültäpfeln mit warmem Wasser und Spülmittel oder in der Spülmaschine.
   - Waschen Sie Spülteller und Putztücher sowie Handtücher, Waschläppchen, Bettwäsche und Unterwäsche bei mindestens 60 °C.

10. Regelmäßig lüften
    - Lüften Sie geschlossene Räume mehrmals täglich für einige Minuten.

Quelle: Bundeszentrale für gesundheitliche Aufklärung (BZgA) Stand: 2016