

## **Infection protection concept of the TU Ilmenau (valid as of 22 April 2022)**

### **I. Obligation of exclusion and reporting obligations**

Employees or students with recognisable symptoms of a COVID-19 disease (acute loss of the sense of taste or smell, shortness of breath or fever in connection with a newly occurring cough) are to be immediately excluded from work/studies at the university.

Should a COVID-19 illness be confirmed, the employees concerned must inform the department immediately (Supervisor and Department for Personnel and Legal Affairs/DPR: [personal@tu-ilmenau.de](mailto:personal@tu-ilmenau.de) or tel. 03677-69-2542). To support the tracing of contact persons, the department - primarily the superior - immediately arranges for the determination of whether there are relevant contact persons in the work environment in accordance with the provisions of the RKI on the tracing of contact persons and, if necessary, initiates the necessary and appropriate infection prevention measures.

In case a COVID-19 illness is confirmed in a student, he/she must immediately inform the Students' Office in the Academic Service Centre/ASC ([studierendensekretariat@tu-ilmenau.de](mailto:studierendensekretariat@tu-ilmenau.de) or Tel. 03677-69-2003 to 2005).

Persons who had contact with a person infected with the SARS-CoV-2 Corona virus and are thus considered to be suspected of infection in terms of the Infection Protection Act (§ 8 no. 1 ThürSARS-CoV-2-IfS-MaßnVO) and in terms of § 8 no. 2 ThürSARS-CoV-2-IfS-MaßnVO, must immediately report to the health authority responsible for their place of residence or current place of stay, (§ 9 para. 2 ThürSARS-CoV-2-IfS-MaßnVO), unless there is an exception to the obligation to self-isolation in accordance with § 10 ThürSARS-CoV-2-IfS-MaßnVO. The health authority decides on further protective measures according to the respective valid regulations.

### **II. Responsibility for the infection protection concept**

The Presidential Board is responsible for the preparation, maintenance and presentation of the infection protection concept (§ 3 ThürSARS-CoV-2-IfS-MaßnVO), and within the Presidential Board its members are responsible for their respective business areas (§ 29 para. 2 ThürHG, § 2 GeschO Präsidium). Responsibility for local implementation is assumed in each case by the superiors in the structural units of the service and administration area, the Technology Centres and the departments of the university (hereinafter referred to as "the heads of the organisational units"), and otherwise by the university management and the staff appointed by it to implement measures.

### **III. Information on the territorial validity of the infection protection concept**

The campus of the TU Ilmenau covers more than 60 buildings with over 100,000 square metres of floor space. The individual buildings and the accessible outdoor areas can be seen on the attached map. The air conditioning equipment ranges from simple, non-air-conditioned but ventilated (office) rooms to air-conditioned or fully air-conditioned lecture halls, laboratories, and clean rooms etc. and can be found in the respective building

documentation. The infection protection concept is valid in all buildings of the TU Ilmenau and as far as necessary for the open spaces.

#### **IV. General organisational measures**

##### 1. Information and communication

- The university management shall keep employees and students informed permanently about necessary infection prevention measures (distance, hand hygiene, behaviour when sneezing, etc.) on the university's website set up specifically for this purpose.
- All staff members, students and third parties (academic and non-academic persons) are obliged to keep themselves regularly informed about the status.

##### 2. Distance regulations

- On the premises of the TU Ilmenau and in the buildings, a minimum distance of 1.5 m must be maintained between persons wherever possible and reasonable.
- Where experience has shown that groups of people gather (e.g., counter areas, time recording terminals, lifts, etc.), the head of the organisational unit to which the room is allocated is responsible for marking the protective distances of the waiting areas, e.g., with adhesive tape. In public areas, e.g., in front of lifts, in corridors or at time recording terminals, the Division of Facilities and Operation (DGT) is responsible.

##### 3. General hygienic measures

- Members of the university and third parties (academic and non-academic persons) are urged to regularly wash their hands with liquid soap in the washing facilities. The recommendations of the RKI are to be followed.
- Sufficient room aeration/ventilation must always be provided.
- In jointly used places such as sanitary rooms and kitchens, more attention should be paid to cleanliness. Personal utensils, especially crockery, cutlery, and similar items, should not be shared with others.

##### 4. Contact tracking

For face-to-face events (teaching and examinations, committee meetings, consultations), individual contact recording of the participating persons via browser-based web applications or applications using the Corona warning app is recommended.

#### **V. Access to and conduct in buildings and other premises of the TU Ilmenau**

- *Mandatory wearing of a mask:*  
According to § 6 para. 2 of the Thuringian SARSThürSARS-CoV-2-Infektionsschutz-Maßnahmenverordnung/InfS-MaßnVO (Thuringian

SARSThürSARS-CoV-2-Infection Protection Measures Ordinance), wearing a qualified face mask is obligatory in buildings for reasons of occupational health and safety. In addition, the university management exercises its domiciliary right in terms of compliance with the mask obligation.

Therefore are necessary:

- medical face masks or
- respirators without exhalation valve with technically higher protection standard, especially FFP-2 masks.

The supreme health authority publishes permissible qualified facial masks on its Internet website ([https://www.tmasgff.de/fileadmin/user\\_upload/Gesundheit/COVID-19/Zugelassene\\_Maskentypen.pdf](https://www.tmasgff.de/fileadmin/user_upload/Gesundheit/COVID-19/Zugelassene_Maskentypen.pdf)).

However, the obligation to wear a qualified face mask applies to classroom teaching and face-to-face examinations, but not to committee meetings, meetings and at the staff member's workplace, provided that the minimum distance of 1.5 m is maintained.

Wearing a qualified face mask is compulsory during the entire stay in the university library, also at the user's desk

## **VI. Measures for working safely at the TU Ilmenau**

The employer shall define and implement the measures still required for occupational infection control in an occupational hygiene concept (ISK) based on the risk assessment in accordance with §§ 5 and 6 of the Occupational Health and Safety Act. The measures to be defined must also be implemented in the areas where breaks are taken and during break times. In particular, the regional infection situation and special activity-specific infection risks must be considered.

### 1. Workplace design and work organization

- Workplaces are to be arranged in such a way that a minimum distance of 1.5 m is maintained wherever possible and reasonable.
- Simultaneous use of offices by several persons shall be avoided whenever possible.
- Reducing the occupancy density of work areas and shared facilities can be achieved through measures to equalise time (shift systems, breaks that do not overlap as much as possible, etc.).
- Children must not accompany their parents to the workplace.
- Sufficient protection against aerosol concentration and exposure must be provided by further organizational measures i.e., ventilation and suitable separations between the persons present.
- When the organizational measures described above cannot be implemented, or when increased aerosol levels are to be expected during the work performed, or when the workplace is particularly subject to exposure, qualified face masks must be worn. In these cases, employees are strongly advised to wear FFP-2 masks or comparable respirators if possible. Required protective equipment is procured by the respective organizational units and financed by their non-personnel budgets.

## 2. Working from home (home office), mobile working / alternating teleworking

In addition to the technical and organisational measures listed in item 1, supervisors may, in individual cases, consider the possibility of offering home office/mobile working in order to avoid contact with people due to operational reasons, in particular to avoid or reduce the simultaneous use of offices / rooms in buildings by several people, provided that the activities of the employees concerned are suitable for working from home and there are no operational reasons for not doing so at the employee's home.

- According to the internal agreement on working time, working from home is therefore possible in justified cases with the agreement of the supervisor. This regulation can be applied in particular if there is a short-term need for mobile working, e.g. in the case of quarantine or in the case of sick relatives or to avoid chains of infection in the case of infection with the coronavirus that has occurred in the company's working environment or in cases of justified suspicion. The regulation shall be limited to the time necessary to achieve the occupational health and safety objective.
- If it is intended to perform work from home on a regular basis over a longer period, irrespective of the infection situation, an application should be submitted in accordance with the work agreement on work from home and home-based telework.

## 3. Work equipment / tools

- Wherever possible, tools and work equipment should be used on a personal basis.
- When jointly using objects/devices (e.g., microscope, keyboards, mouse etc.), hands must be carefully cleaned before and after use. In addition, the devices should be wiped with a disinfectant tissue before and after use if possible.

## 4. Business trips

- Due to the current high incidence of infection, business trips should continue to be limited to necessary cases and regularly replaced by telephone calls, telephone conferences, video conferencing, etc.
- Subsequent costs of business trips (e.g., of quarantine measures, not scheduled return trips, etc.) are to be covered by the requesting structural unit, as are the costs of business trips that had been ordered but were cancelled (cancellation fees, etc.).

## 5. Committee meetings, conferences, etc.

- Due to the current high incidence of infections, meetings of the bodies and committees or discussions should be held online as a matter of priority. Face-to-face meetings are still permissible, however, in compliance with the requirements of the infection protection concept.

## 6. Provision of self-tests

All members and affiliates of the university have access to the testing center in the campus sports hall until further notice.

## 7. Vaccinations

The employer shall provide employees with the opportunity to be vaccinated against the Corona virus during working hours. Employees shall be informed in an appropriate manner about the health risks of contracting coronavirus disease-2019 (CO-VID-19) and about the possibility of vaccination

## **VII. Measures for the safety of studying and teaching at the TU Ilmenau**

### 1. Classes, internships, examinations etc.

- In general, classes (including practical courses/internships and examinations) are to be held as classroom teaching in the summer semester 2022. Classes where the room situation does not allow the necessary distances to be observed can be held online.
  
- Any necessary changes to the form of the class as provided for in the module description must be submitted by the person responsible for the class to the Vice-President for Academic Affairs in a timely manner before the class is held and must be approved by the Vice-President for Academic Affairs (short application by e-mail to [vpsl@tu-ilmenau.de](mailto:vpsl@tu-ilmenau.de) // Subject: Online class in SS 2022). The prepared application form on the intranet is to be used.
  
- Classroom teaching (including examinations, etc.) can also be provided according to the above-mentioned requirements when the minimum distance of 1.5 m cannot be maintained. Participants must wear a qualified face mask even after reaching the place, regardless of compliance with the minimum distance requirements, but this does not apply to instructors or other lecturers, insofar as they maintain the minimum distance of 1.5 m.
- Students are provided with a weekly test for self-testing by In-vitro-Diagnostika (in vitro diagnostics) in accordance with the regulations mentioned in section VI, item 6

### 2. Principles for the allocation of lecture halls/seminar rooms in WS 2020/21

- When lecture halls/seminar rooms are occupied by exceptionally permitted attendance events, these classes always prevail over other classes. The latter may have to be postponed or - as a final step - may have to be cancelled.
- When lecture halls/seminar rooms are free after the class schedule has been completed, university members, students, and external parties may also use them within the lecture period.
- The use of lecture halls/seminar rooms follows the usual procedure (cf. Intranet ASC).

*This translation is only for general information and may not be used in connection with any legal proceedings. Only the original German version is legally binding.*

## **VIII. Events**

For events open to the public as well as for services with public traffic and services close to the body, the recommendation to wear a qualified face mask applies according to § 14 No. 1 and No. 2 ThürSARS-CoV-2-IfS-MaßnVO.