Regulations for the application of the infection protection concept of TU Ilmenau in the Centre of Micro- and Nanotechnologies (ZMN)

Valid from 4 May, 2020

Principles:

- Infection protection concept of the TU Ilmenau from April 27, 2020
- Minimization of the risk of infection for users and employees
- Enabling the best possible working conditions for the fulfilment of work tasks

Basic rules:

- **User with fever or cold symptoms are not allowed to enter the ZMN.**
- A safety distance of 1.5 m must be realized.
- More than one person per room at the same time should be avoided if possible.
- The occupancy density should preferably be minimized by temporal equalization of use.
- A mouth-and-nose cover must be used if the distance of 1.5 m is not possible.
- The general rules for hygiene (washing hands, disinfection) must be strictly observed.

Critical contact areas:

- Offices
- Changing areas
- Laboratories
- Meeting rooms
- Dining area (cappu-lab)
- Toilets
- Elevators
Specific regulations:

By equalizing the laboratory uses in terms of time, the aim is to minimize the occupancy density and thus reduce the number of contacts in the critical areas mentioned above. The following specific regulations apply for implementation:

- Only one person should be present in labs. In labs with an area from 40 m², two people can work simultaneously, and in labs with an area of 60 m² or more, three people can work simultaneously. A sufficient distance must be realized.
- If the hazardous situation requires a second person in place, it is mandatory to wear mouth and nose covers. This also applies for instructions at workplaces.
- In addition, the overall number of users should not be exceeded for the following laboratory areas:
  - Clean room use Feynmanbau white area: max. 8 persons
  - Clean room use Feynmanbau grey area: max. 4 persons
  - Clean room use Meitnerbau: max. 8 persons
  - Lab use Feynmanbau at ground floor: max. 4 persons
  - Lab use Feynmanbau Analytical area: max. 4 persons
- Especially the changing areas of cleanrooms are critical contact areas. Only one person at a time is allowed in the changing room area. The disinfection capabilities must be used.
- Offices should not be entered by visitors. Arrangements, the hand-over of samples or deliveries or similar activities should take place outside the offices in the foyer or in the meeting rooms with safe distance.
- The administration office should only be entered after request and only by one person at a time.
- Hands must be washed before using the break room. Only one person at a time should be in the room (cappu-lab).
- A minimum distance of 1.5 m must be observed strictly in the meeting rooms. Presence meetings should be limited to a minimum.

The following regulations apply for the coordination of laboratory use:

All lab uses require a reservation before using the lab area in the ARBuS in addition to the usual process reservations.

This is intended to enable the equalisation of laboratory occupancy to be planned and made possible on an individual basis. In this way, every user can see when he can carry out his work best and with the fewest "social collisions".

The following lab areas have been set up in the ARBuS for this purpose:

- Clean room use Feynmanbau white area
- Clean room use Feynmanbau grey area
- Clean room use Meitnerbau
- Lab use Feynmanbau ground floor
- Lab use Feynmanbau Analytics

When making reservations, the permitted number of persons per room and per laboratory area must be taken into account. At the beginning of the laboratory use a check-in and after completion a check-out for the laboratory area has to be made analogous to the usual process booking. A reservation must be made before entering a laboratory. No laboratory use is permitted without prior reservation.

These regulations shall be deemed to be a supplement to the rules of use of the laboratories of the ZMN.

Please act responsibly. Please do not block the utilisation possibilities of other users by unused reservations!

To avoid bottlenecks, please use the extended usage times until 10 pm or on weekends!