

HYGIENE AND PROTECTION PLAN OF TH LÜBECK

as of 20.09.2021

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1. SITUATION, BASIS

The Hygiene and Protection Plan is based on current regulations regarding universities (e.g. Hochschulen-Coronaverordnung) and applies them to TH Lübeck. It is regularly updated to meet the latest regulations. **Changes are marked red.**

Longer-term planning is possible with the Perspective Plan of the respective semester. The regulations laid down in the perspective plan are subject to the Hygiene and Protection Plan. It applies without restriction and is the legally binding document.

The general framework for working at TH Lübeck is laid down in the **Dienstrechtliche Rahmenbedingungen** (Service Regulations).

The hygiene and protection plan is coordinated with the local public health department. It describes the regulations and measures that must be observed at TH Lübeck.

The basis for the hygiene and protection plan are the following general rulings, decrees, regulations and directives, where applicable in the respective valid version.

- Landesverordnung über Maßnahmen zur Bekämpfung der Ausbreitung des neuartigen Coronavirus SARS-CoV-2 in Schleswig-Holstein
- Landesverordnung zur Änderung der Landesverordnung zu Quarantänemaßnahmen für Ein- und Rückreisende zur Bekämpfung des Coronavirus des Landes Schleswig-Holstein
- Landesverordnung über besondere Maßnahmen zur Verhinderung der Ausbreitung des Coronavirus SARS-CoV-2 an Hochschulen
- Leitfaden zur Erstellung von Hygienekonzepten in allen staatlichen und staatlich anerkannten Hochschulendes Landes (Ministerium für Bildung, Wissenschaft und Kultur des Landes Schleswig-Holstein, 20.05.2020)

2. PRINCIPLES

1. Our common goal is to ensure that our students can successfully complete their studies even under the constraints of the Corona pandemic.
2. We provide our students and staff with a safe environment during the Corona pandemic with the best possible health protection.
3. Studying and teaching (including examinations), work and academic life are subject to infection control and may need to be adjusted to meet the requirements of the hygiene and protection plan.
4. We strive to return teaching, studying and working to campus. (brick and mortar university)
5. A complete vaccination, recovery or an up-to-date negative test (= GGG, implementation at the TH Lübeck) is compulsory for the participation in courses and examinations in presence and is strongly recommended for all courses and events at TH Lübeck. Compliance with the "GGG" regulations will be checked and violations will be sanctioned to protect all.

3. GENERAL REGULATIONS

All activities at TH Lübeck are subject to the following requirements:

3.1 GENERAL HYGIENE AND PROTECTIVE MEASURES

(Also see overviews in the appendix: **GGG bei Lehrveranstaltungen, Prüfungen, Externen | GGG beim Arbeiten an der TH**)

Minimum distance regulations: Compliance with the minimum distance regulation during courses, examinations and practical training is strongly recommended. Whether compliance with the minimum distance regulation becomes mandatory depends on a GGG check.

Compliance with the minimum distance rule during working hours at TH Lübeck is strongly recommended. Whether compliance with the minimum distance rule becomes mandatory depends on voluntary proof of GG and wearing a MNC.

For all indoor non-teaching activities and events (such as meetings or application procedures), a minimum distance of 1.5 meters between participants is mandatory.

If the distance regulation is not consistently observed, the following applies:

- All participants (including lecturers) in courses, as well as examinations and practical training, are required to wear masks at all times. If all participants (including lecturers) have proven their GGG status, it is possible to forego the mask mandate.
- The mask mandate applies during all other activities.

The *general infection protection* (see recommendations of Robert-Koch Institutes) such as regular hand washing and general coughing and sneezing etiquette apply. Thorough hand washing has priority over disinfection measures.

Gatherings in the buildings and on the campus must be avoided. While waiting in front of buildings and in smoking areas, a minimum distance of 1.5 m to the next person must be maintained.

The stay on the university grounds and in the buildings should be limited to the bare minimum. Students must leave the lecture rooms, buildings and premises as soon as possible after the end their courses; employees must leave at the end of their workday. Communication areas (if open) may only be used for short periods of time and on your own responsibility. During that time, an adequate mouth-nose cover must be worn, the minimum distance to others must be observed and a personal contact list must be kept.

Operating instructions. These requirements are part of operating instructions, that are posted bilingually (German and English) at the entrance to all buildings. Further instructions on the rules of conduct and proper hand hygiene can be found in the sanitary facilities.

Infection with Corona. If a person has a confirmed infection with the Corona virus, he/she must immediately report to the Public Health Department and TH Lübeck (for employees: personal@th-luebeck.de, for students: corona-meldung@th-luebeck.de). Infected people are prohibited from entering the premises and buildings of TH Lübeck. This will trigger a TH-internal reporting chain for contact tracing.

Walking paths. Separately designated entrances and exits in buildings, marked walking paths and seating/standing locations must be observed

3.2 GGG REGULATION

We recommend that all those who wish to visit the campus do so only (a) fully vaccinated or (b) after having tested negative for Corona (not older than 48h) or (c) recovered from COVID-19. Attached you will find an overview of possible constellations and the required verifications.

Work: If employees in a given work area have voluntarily provided their GG status (vaccinated or recovered), the 10-sqm space requirement/person, the minimum distance rule and the obligation to wear masks may be lifted (you will find an overview in the appendix: **GGG beim Arbeiten an der TH**).

Externals: GGG compliance and verification is mandatory for externals.

Teaching: GGG is an access requirement for all participants (including lecturers) in courses, including examinations and practical training. Unless all participants adhere to GGG, further protective measures may apply (minimum distance rule, MNC, please refer to the overviews in the appendix).

Violations: Students who violate these regulations (e.g. cannot provide a valid GGG certificate) will not be allowed to attend courses and examinations and will be expelled from the buildings of TH Lübeck. In particularly serious cases, a prolonged access ban can be imposed.

3.3 MOUTH AND NOSE COVER

An adequate mouth-and-nose cover (MNC) / mask must be worn at all times in the buildings and at the workplace. Exempt are:

- Courses, including practical training courses and exams, when GGG has been verified for all participants (including lecturers/ instructors);
- Workplaces with a fixed standing or sitting position, provided that the minimum distance of 1.5m is maintained at all times or that suitable physical barriers reduce the spread of viruses.
- Activities that include heavy physical work.
- During meals.

All members of the university who wish to stay on campus must bring an adequate mouth-and-nose cover (MNC). The MNC must meet the requirements of § 2 a para. 1a of the State Regulation for Combating the Coronavirus SARS-CoV-2, i.e. a medical mask (a surgical mask) or a mask without an exhalation valve that fulfills the FFP2, FFP3, N95, KN95, P2, DS2 or KF94 standard.

Exemptions: Students who, for medical reasons and certified by a doctor, are unable to wear an MNC may be exempt from the obligation to wear a mask. After presenting their medical proof at the Student Service Center these students will receive a written confirmation that allows them to enter the rooms of TH Lübeck without an MNC. This document must be carried on campus. Students who cannot wear an adequate MNC encouraged to protect themselves and others by other means, such as vaccination.

3.4 ACCESS BAN AND RECOMMENDATIONS

Mask Mandate. People who are unable to wear a mask due to physical, mental, or psychological impairment, as certified by a doctor, are prohibited from entering the buildings of TH Lübeck. **Only students and employees may be exempt from this regulation (see 3.3).** Only with an qualified mouth-nose cover are they allowed to enter the buildings.

Respiratory Symptoms. People with symptoms of a respiratory illness (according to RKI, primarily fever, cough, persistent hoarseness, sore throat, shortness of breath, or muscle / joint pain) are strongly advised not to visit the campus. You should be symptom-free for at least 24 hours before entering the campus. **This also applies to fully vaccinated or recovered people and people with a valid negative test.**

Quarantine and Returnees from Risk Areas. People, who have to stay in quarantine, and returnees **from high-risk areas and virus variant areas** (as specified by the RKI: [Risk Areas Abroad](#)) within Germany as well as abroad, are prohibited from entering the premises and buildings of TH Lübeck. This will be communicated in advance to all those attending courses, examinations and practical training. The access ban is displayed on bilingual signs on all buildings of TH Lübeck.

3.5 EXECUTION OF EVENTS / COURSES

Walking Paths. Walking paths in a one-way street system, i.e. only one walking direction per corridor side and a minimum distance of 1.5 m between them are marked in all buildings.

Minimum Distance. The "minimum distance of 1.5 m" rule applies to the rooms as well; the size of the rooms has to be sufficient to ensure that this rule can be observed. **Exemptions from the distance regulation can only be made for courses, including examinations and practical training courses (see chapters 4.1 and 4.2).**

Sanitary Facilities. During organization, the proximity to sanitary facilities is taken into account.

Bathrooms. Organizational arrangements in the sanitary facilities ensure that they are entered individually and in accordance with the minimum distance rules. Signs indicate the maximum number of people who may occupy the facilities at any one time. As a rule of thumb: it is half the number of the existing washbasins or one person, if there is only one sink.

Implementation. The university takes technical, organizational, and personnel measures to ensure that the course formats can be carried out as recommended during on-site operations / presence teaching.

4. SPECIAL REGULATIONS

4.1 FOR THE EXECUTION OF ATTENDANCE CLASSES (Incl. Practical Training Courses)

Starting 20.09.2021 courses and laboratory work by students may be held digitally or in presence.

GGG is an access requirement for all participants (including lecturers) in courses, including examinations and practical training (HochschulenCorona-Verordnung). Unless all participants adhere to GGG, further protective measures may apply (minimum distance rule, MNC, please refer to the overviews in the appendix).

Students who violate these regulations (e.g. cannot provide a valid GGG certificate) will not be allowed to attend courses and examinations and will be expelled from the buildings of TH Lübeck. In particularly serious cases, a prolonged access ban can be imposed.

Distance regulation. Courses can be held with or without a distance of 1.5m (or 75cm for checkerboard seating) to the next person.

- In courses in which the necessary distance can be maintained permanently, the use of a qualified mouth-nose cover is *recommended*.
- in courses in which the necessary distance cannot be permanently maintained, a qualified mouth-nose cover *must be worn at all times*. This also applies to lecturers. Exemptions can be made
- for all participants, if GGG has been verified for all participants (including lecturers) and checked before / during the course.
- for students who cannot wear a mouth-nose cover for medical reasons (see chapter 3.3).

Mask Mandate. A qualified Mouth and Nose Cover (MNC) must be worn. **An exemption is made for students who are unable to wear MNC for medical reasons (see chapter 3.3)**

The MNC may be removed once a fixed seat or standing position is reached as long as the minimum distance of 1.5 meters to others is maintained at all times. This applies to lectures and examinations held inside as well as outside.

The following continues to apply:

- General Requirements (see chapter 3) apply without restriction.
- All instructors / lecturers received the *Allgemeine Arbeitssicherheitsunterweisung Corona 19* (Covid 19 General Occupational Safety Instruction)

4.1.1 CODE OF CONDUCT ON THE UNIVERSITY GROUNDS AND ITS PREMISES

Minimum Distance. A "one-way street system" with separate walking directions at 1.5 m distance and separate entrances and exits is introduced; the paths are marked. In all instances it is necessary to channel the flow of people and minimize contact. If there are no separate entrances and exits, measures such as minimum distance regulations, hand hygiene, and the cough-sneeze etiquette must be observed.

A minimum distance of 1.5 m must be maintained in and in front of (waiting area) the rooms (markings, barriers, channeling).

Hand Hygiene. Wash your hands before entering rooms. If this is not possible, disinfect them.

Contact Tracing. TH Lübeck uses the LUCA app to allow for contact tracing in case of a Corona infection. You have to scan the QR code when entering / leaving rooms. During presence classes, the lecturers must provide the means for contact tracing, if necessary through contact lists with seat numbers. These lists are forwarded to the dean's offices and kept securely for 4 weeks.

Ventilation. The rooms must be ventilated for at least 15 minutes before and after use, primarily by means of fresh air. If electrical ventilation (air conditioning) is used, the circulating air distribution must be switched off. During use, the room should be ventilated regularly (for 5 min every 20 min) with fresh air.

Markings. The rooms are prepared to ensure that the minimum distance rule can be observed; positioning points and workplaces are marked, taking into account that 4 square meters of space per person are required.

Safety Instructions. Just as in normal operations, safety instructions and briefings are held when working in laboratories and workshops. These are supplemented by Corona safety and protective measures.

Sanitary Facilities. Rooms can be used if there are sanitary facilities nearby (if possible, on the same corridor, in case of smaller buildings, within the same building).

For Practical Training Courses the following also applies:

Surface Desinfection. Rooms reserved for practical training are equipped with surface disinfectants which must be applied after each course.

Surface disinfection is done by soaking a cloth in disinfectant and wiping. If the use of disinfectant on a device is not possible, it must alternatively be wiped down with a damp cloth after each session.

Equipment Use. Equipment may only be used by one person respectively. **As long as all participants wear masks (including the instructors), the equipment may be used by several people.**

Hand Desinfection. In the rooms in which practical training courses are held, so-called Kittelfläschchen (coat/ smock bottles) are available for hand disinfection + the cleaning of the rooms now includes a surface disinfection.

4.1.2 INFORMATION

Students and instructors are informed in advance about the existing regulations and procedures (TH Lübeck website, e-mail, supplementary information sheets if necessary). Students are required to check their TH e-mail address regularly.

4.2 FOR EXAMINATIONS, EXAM REVIEWS AND THE LIKE

Exams, exam reviews as well as correction discussions and model reviews may be held in presence or digitally.

Examinations: Only those who have proven to be either a) *fully vaccinated*, b) *have recently tested negative (48h)* or c) *recovered from a Covid 19 infection ("GGG")* will be allowed to participate in courses and examinations in presence. Verifications will be checked by the lecturer.

Other. Exam reviews, correction discussions and model reviews can be held in presence following an appointment. The room size must be based on the space requirement of 4 square meters per person. The general requirements (see chapter 3) apply without restriction. Proof of complete vaccination against Corona, recovery or a negative test are not required.

During Examinations and exam reviews:

- The minimum distance of 1.5 m (**75 cm for checkerboard seating**) to others must be observed at all times
- A qualified mouth-and-nose cover (MNC) must be worn. **An exemptions is made for students who are unable to wear MNC for medical reasons (see chapter 3.2)**
- You may remove your mask once you have reached a fixed seat or standing position as long as the minimum distance of 1.5 meters (75 cm for checkerboard seating) to others can be maintained.
- **During exams, as long as GGG has been verified for all participants (including examiners) prior to or during the exam.**

Furthermore:

- All instructors / lecturers received the *Allgemeine Arbeitssicherheitsunterweisung Corona 19* (Covid 19 General Occupational Safety Instruction)
- If students take part in several exams, the aim is to ensure that the composition of the groups is always the same.

4.2.1 CODE OF CONDUCT ON THE UNIVERSITY GROUNDS AND ITS PREMISES

Minimum Distance. A "one-way street system" with separate walking directions at 1.5 m distance and separate entrances and exits is introduced; the paths are marked. In all instances it is necessary to channel the flow of people and minimize contact. If there are no separate entrances and exits, measures such as minimum distance regulations, hand hygiene, the cough-sneeze etiquette and possible minimum distance regulation (**depending on GGG**) must be observed.

A minimum distance of 1.5 m must be maintained in and in front of (waiting area) the rooms (markings, barriers, channeling).

Entrances and Exits. Separate entrances and exits will be arranged.

Guests. Listeners, visitors, and external parties that are not involved in the testing process **are admitted to the exams, as long as the examiner has verified their GGG status. In addition, the regulations for externals apply (see chapter 4.7.)**

Ventilation. The rooms must be ventilated for at least 15 minutes before and after use, primarily by means of fresh air. If electrical ventilation (air conditioning) is used, the circulating air distribution must be switched off. During use, the room should be ventilated regularly (for 5 min every 20 min) with fresh air.

Markings. The rooms are prepared to ensure that the minimum distance rule can be observed; positioning points and workplaces are marked, taking into account that 4 square meters of space per person are required.

Sanitary Facilities. Rooms can be used if there are sanitary facilities nearby (if possible, on the same corridor, in case of smaller buildings, within the same building).

4.2.2 INFORMATION AND DOCUMENTATION

Students and instructors are informed in advance about the existing regulations and procedures (TH Lübeck website, e-mail, supplementary information sheets if necessary). Students are required to check their TH e-mail address regularly.

4.3 FOR EXCURSIONS

Excursions may be carried out. Only those who can prove that they meet the GGG requirement (see chapter 3.2.) may participate in excursions. The excursion organizer is responsible for checking the verification.

If all participants are verified to be "fully vaccinated", no further restrictions apply.

Approval of excursions with one or more participants who cannot prove that they are fully vaccinated against the Coronavirus will be subject to the proviso that the excursion destination does not become a risk area, as specified by the Robert-Koch-Institute, by the time the excursion starts.

One day before the start of the excursion, the excursion organizers must check if the respective destination is listed as a **high risk area / virus variant area** (as specified by the RKI/S.H.: Risk Areas and High Incidence Areas). If this is the case, the permit expires, and the excursion must be cancelled.

Furthermore:

- General Requirements (see chapter 3) apply without restriction.
- The excursion organizers have received the Allgemeine Arbeitssicherheitsunterweisung Corona 19 (Covid 19 General Occupational Safety Instruction)

4.3.1 USE OF EXCURSION-SUPPORTING EQUIPMENT

Equipment. If several people share work equipment (e.g. surveying equipment), the principle of a fixed group per piece of equipment applies. The excursion organizer will arrange for cleaning/disinfection after use.

Work Equipment. Excursion-supporting work equipment (e.g. protective clothing, construction helmets, high-visibility vests, safety shoes) is predominantly provided and used by each individual participant. If the university issues work equipment in exceptional cases (e.g. high-visibility vests, construction helmets, headsets), they may only be used by one and the same person for the duration of the excursion. The excursion organizers will arrange for cleaning/disinfection after use.

The dispensing areas are equipped with surface disinfectants for a wipe disinfection.

4.3.2 INFORMATION AND DOCUMENTATION

Documentation At the outset of the excursion, the organizers will enquire about the state of health of the participants and must ensure traceability. This is done by using Luca (scanning the QR code), alternatively by contact lists. The excursion organizers will keep these contact lists securely for a period of 4 weeks.

Hygiene and Protection Measures. The excursion organizers will inform the students in advance by e-mail /Lernraum about the existing regulations outlined by the hygiene and protection plan, as well as their own personal precautions (bring along a mouth-and-nose cover, ensure hand hygiene).

Hygiene Regulations at the Destination. The excursion organizers know the hygiene regulations at the destination of the excursion (country/city, as well as the place/company/accommodation) and will provide these to the participants in advance.

Travel Regulations. The students will be informed in advance by the excursion organizer about the possible risks involved (e.g. development of infections, possible need for testing, possible quarantine). This information also includes information regarding arrival and departure, which is entirely individual. For excursions abroad, the travel guidelines and any subsequent quarantine regulations must also be observed.

Respiratory Symptoms. Students are also advised that they may not participate in the excursion if they show any unexplained respiratory symptoms.

4.4. STUDENT WORKSTATIONS

TH Lübeck offers a limited number of student workstations within each department after an appointment has been booked. Further information on workstations can be found in the Lernraum of the respective departments.

You will receive an appointment confirmation after registering via a DFN calendar.

Minimum Distance. The minimum distance of 1.5 m to others must be observed at all times

Mask Mandate. A qualified mouth-and-nose cover (MNC) must be worn. **An exception is made for students who are unable to wear MNC for medical reasons (see chapter 3.2).** You may remove your mask once you have reached a fixed seat or standing position as long as the minimum distance of 1.5 meters to others can be maintained.

4.4.1 CODE OF CONDUCT ON THE UNIVERSITY GROUNDS AND ITS PREMISES

Contact Tracing. TH Lübeck uses the LUCA app to allow for contact tracing in case of a Corona infection. You have to scan the QR code when entering / leaving rooms.

Ventilation. The rooms must be ventilated for at least 15 minutes before and after use, primarily by means of fresh air. If electrical ventilation (air conditioning) is used, the circulating air distribution

must be switched off. During use, the room should be ventilated regularly (for 5 min every 20 min) with fresh air.

Markings. The rooms are prepared to ensure that the minimum distance rule can be observed; positioning points and workplaces are marked, taking into account that 4 square meters of space per person are required.

Seating. You may only use the seats that have been assigned to you in your appointment confirmation. You are required to vacate the rooms once the booked time slot has expired.

4.4.2 INFORMATION AND DOCUMENTATION

Students are informed in advance about the existing regulations and procedures (confirmation of appointments, rules of conduct). **The rules of conduct are also posted in the rooms.**

4.5 FOR PERMANENT WORKPLACES AT TH LÜBECK

The service agreement on mobile work at TH Lübeck **has been updated and is back in effect since 15.09.2021.**

The following regulations apply to permanent workplaces at TH Lübeck.

General Requirements (see chapter 3) apply without restriction.

All superiors have received the *Allgemeine Arbeitssicherheitsunterweisung Corona 19* (Covid 19 General Occupational Safety Instruction)

Employees are informed in advance about the existing regulations and procedures via website, circular mail and by their respective superiors.

The Technical Service has to ensure **that employees of contractors working on campus are informed about the existing regulatory framework.**

4.5.1 PREMISES

Minimum Distance. A minimum distance of 1.5 m between all people present must always be maintained. This results in a space requirement of 10 sqm per person for permanent workplaces. Offices smaller than 10 sqm can only be used as single workplaces. **If employees in an area have voluntarily provided information on their GG status (vaccinated or convalescent) to their superior, the 10 sqm room requirement/person, minimum distance and mask mandate may be suspended (see overviews in the appendix).**

Low-Contact Work. Employees who, for health reasons, are verifiably unable to be vaccinated against the coronavirus will be allowed to work in a low-contact environment on campus (individual office, change of work procedures, no consulting activities) or in home office.

Walking Paths. A "one-way street system" with separate walking directions at 1.5 m distance and if possible separate entrances and exits is introduced.

Ventilation The rooms must be ventilated for at least 15 minutes before and after use, primarily by means of fresh air. If electrical ventilation (air conditioning) is used, the circulating air distribution must be switched off. During use, the room should be ventilated regularly (for 5 min every 20 min) with fresh air. The employees are responsible for ventilating their workplace

Number of people. Stays in communal rooms must not exceed 1 person per 10 square meters.

4.6 BUSINESS TRIPS AND THE USE OF OFFICIAL CARS

Business trips can be carried out without an additional application (to gesundheit@th-luebeck.de) if the 7-day incidence in Lübeck and at the destination is below 35 or the traveler is fully vaccinated. A regular business trip application must be submitted in any case.

General Requirements (see chapter 3) apply without restriction.

4.6.1 USE OF COMPANY CARS

Company cars may only be used by individuals **who are fully vaccinated and can provide verification**. The company cars of TH Lübeck carry the operating instructions for the use of company cars.

Ventilation. Prior to the start and after the end of the journey, the vehicle must be ventilated thoroughly for at least 5 minutes to allow a sufficient air exchange. If more than one person uses the official car at the same time, the vehicle must be thoroughly ventilated for at least 5 minutes every 90 minutes.

Passengers. As soon as more than one person uses one of the official cars at the same time, the air circulation function of the air conditioning system must be switched off and a qualified mouth and nose cover must be worn at all times.

Number of Passengers. **If the company cars of TH Lübeck are used by more than 2 people at the same time, it is recommended to wear a mouth-nose cover at all times.**

Cleaning/Disinfection. After the use of one of the official cars, the driver(s) must use the cleaning agents that are provided in the vehicle (surface disinfectant, paper towels) to clean all surfaces that have been touched (steering wheel, gearshift lever, touchscreen, rear-view mirror, other controls, handles and fuel filler cap).

4.7 FOR EXTERNALS

In this context, externals are understood to be all individuals who do not have a service/employment contract or teaching position with TH Lübeck.

The presence of externals on the grounds and in the buildings of TH Lübeck must be limited as far as possible to protect against infection.

Externals who want to participate in events on campus must verifiably comply with the GGG rules (see chapter 3.2). The organizer is responsible for the verification, who documents the verification (sample recording sheet) and the destruction after 4 weeks.

Appointment and application procedures can be conducted both in presence and digitally without an additional application to gesundheit@th-luebeck.de. It is strongly recommended that all participants provide proof of a full vaccination, recovery or a negative test to the person in charge

Study-related internships, professional internships and school internships may be carried out; these must be applied for at gesundheit@th-luebeck.de together with a hygiene plan.

General Requirements (see chapter 3) apply without restriction.

4.7.1 INFORMATION AND DOCUMENTATION

Hygiene and Protection Plan. Externals receive the hygiene and protection plan of the university before their stay at TH Lübeck.

Documentation. The organizers will enquire about their state of health of all participants and **verify that the GGG rule is adhered to. The documentation is kept locked by the organizer for a period of 4 weeks.**

4.8 FOR EVENTS (AT) OF TH LÜBECK

On-site events at TH Lübeck are allowed to take place. Catering is only possible if the minimum distance of at least 1.5m can be maintained at all times.

No additional application to [gesundheit@](mailto:gesundheit@th-luebeck.de) is necessary for the following events/ activities:

- Conferences, meetings
- Press, photo and video shoots
- Student committee meetings
- Student counseling, study information

The following events may be held in attendance after application to gesundheit@th-luebeck.de:

- JuniorCampus. Classroom events can take place if the regulations for kindergartens and schools allow it and if face-to-face courses at TH Lübeck are permitted.
- External events. Proof of "GGG" is mandatory and must be obtained by the respective organizer for each participant.
- Workshops, conferences. Please submit the completed checklist Events/Workshops/Conferences to gesundheit@th-luebeck.de

General Requirements (see chapter 3) apply without restriction.

4.8.1 SPATIAL AND ORGANIZATIONAL FRAMEWORK

Seating. If seating is provided, a distance of 1.50 m must be maintained between the occupied chairs of one table and the occupied chairs of other tables.

GGG rule. The verification of compliance with the GGG rule is a prerequisite for participating in events at/of TH Lübeck. In case of non-compliance, the domiciliary rights can be exercised - this also applies to future events.

Minimize Contacts. The aim is to channel the flow of people and to minimize contact. Where separate entrances and exits are not available, precautionary measures such as distance regulation, hand hygiene, cough and sneeze etiquette must be observed.

Ventilation. The rooms must be ventilated for at least 15 minutes before and after use, primarily by means of fresh air. If electrical ventilation (air conditioning) is used, the circulating air distribution must be switched off. Ventilation during the event should be provided every 20 minutes for 5 minutes by means of fresh air supply.

Mask Mandate. Participants must wear a mouth-nose cover at all times. If a participant does not comply with the obligation to wear a mask, members of TH Lübeck can make use of their *Hausrecht* and expel the person from the university building.

Open Doors. The doors of the rooms used must be kept open if possible to avoid the use of door handles.

Necessary Space. 4 square meters per person are required to ensure that the minimum distance regulations can be observed. Only rooms that are large enough for the number of participants may be used for events.

4.8.2 INFORMATION AND DOCUMENTATION

Hygiene and Protection Plan. Externals receive the hygiene and protection plan of the university before their stay at TH Lübeck.

Documentation. The organizers will enquire about the state of health of all participants and must verify the compliance with the GGG rule. Documentation will be kept securely by the organizer for a period of 4 weeks.

4.8.3 CLEANING/ DISINFECTION

Surfaces that are frequently touched by visitors must be cleaned regularly. The organizers must define in the event concept who is responsible for this task.

Cleaning agents for in-between surface disinfection are available at the events.

5. APPENDIX

- **Instructions for Protective Measures and Rules of Conduct (Corona)**
- **General Work Safety Instructions Corona 19**
- **Instructions for Maternity Protection for Employees and Students**
- **Instructions for the Use of Sanitary Facilities, Elevators and Break Rooms**
- **Notice of Access Ban, Service-Law Framework**
- **THL recommended practices for Corona Prevention (ventilation etc.)**
- **Implementation of GGG (Vaccinated, Tested, Recovered)**