

## HGU Hygiene Plan

### 1. Personal measures for the protection of staff and students

The following information has been put together to ensure a safe and hygienic environment in all areas of HGU (administration, teaching, research).

#### Personal Hygiene

The most important things to remember are:

- Following the Robert-Koch-Institute (RKI) personal hygiene recommendations
- Social distancing
- Following basic rules in case of infection or suspected infection
- Wearing a mouth-nose protection
- Reading all info from HGU (e-mails, homepage)
- Until at least November 23, 2021, all HGU staff members are entitled to receive 2 COVID self-test kits per week

Individual hygiene measures can help slow the rate of infection. The most important measures (based on RKI recommendations) are:

#### a. Hand-washing and disinfection

Regular hand-washing with soap and water is sufficient. The use of hand disinfectant is generally not recommended. The use of alcohol-based disinfectant is appropriate in certain areas of HGU. Four areas of HGU were identified as having a high volume of people (Campus Building, Student Administration Building – Müller-Thurgau-Haus, Main Administration, Institute and Laboratory Building – ZIG), and disinfection dispensers were installed there at the beginning of the pandemic. The university vehicles were also equipped with disinfectant. Proven 'limited antiviral' disinfectants (effective against enveloped viruses – Influenza and Corona Viruses) are to be used. Proven products labelled 'limited antiviral PLUS' or 'antiviral', which also work against unenveloped viruses, are also sufficient.

#### b. Sneeze etiquette

You should always cough or sneeze into your elbow or a paper tissue, which should be disposed of in a trash can after use. You should also wash your hands after using a paper tissue.



### c. Social Distancing

This can limit the person-to-person spread of the virus, and basic rules are:

- Maintain a minimum distance of 1.5 meters from other people
- Avoid shaking hands, embracing or cheek-kissing when greeting or leaving people

### **In case of respiratory viral infection or suspected infection with COVID-19**

Staff and students with fever and further respiratory symptoms (cough, breathing difficulties, sore throat, etc.) should stay at home and consult a doctor or the emergency hotline (116117).

If you become infected with COVID-19, you must self-quarantine at home for 14 days, as recommended by RKI. When in contact with anyone else in the household, masks should be worn by all parties.

Suspected cases or illnesses of COVID-19 of both staff and students must also be reported immediately to the HGU via [corona@hs-gm.de](mailto:corona@hs-gm.de) (or tel. 06722 502285).

### **Protective mouth and nose masks**

Mouth and nose protection (FFP2 or surgical masks) must be worn in all buildings (and their traffic areas) of the HGU. Wearing a face mask is not required at the workplace if the room is used by only one person, or if the distance requirements can be kept at all times (for further exceptions please see below). Care must be taken to ensure that the mask is as dense as possible when wearing it. FFP2/ surgical masks are basically disposable items, but can be used several times after drying.

It is recommended, if possible, to set up a break (optimal: at least 30 min) after wearing a mouth-nose-protection for 3 hours at the latest (for FFP2 masks after 90 min).

Important information: If only vaccinated and recovered staff members are present in an office/meeting, etc., they do not have to wear a face mask or keep a distance as long as no unvaccinated people are present.

## **2. Protective hygiene measures on campus during teaching periods**

Protective measures can help protect staff and students who are exposed to a greater risk of infection, e.g. because of many contacts. However, 100% protection cannot be ensured.



### **Campus staff with increased risk of infection (list is not conclusive)**

- Staff with high customer-contact / high volumes of people (e.g. library, student administration offices, internship coordinators)
- Office / university vehicle occupancy with more than one person
- Personnel in the field of infrastructure, laboratories or outdoor operations who have to work together.

In the above situations, the following should be assessed:

- Necessity for staff members with high customer contact to wear FFP2/surgical masks (library staff, Admissions Office, etc). Protective screens may also be installed, which should be disinfected daily. Floor markings can also be used.
- Organization of appointment-based contact

### **Lecture room hygiene at HGU**

Floor markings should be used to define the working spaces in lab and other practical exercises.

Regular correct airing of rooms is particularly important in order to ensure an air exchange. A 10-minute cross-ventilation with completely open windows should be carried out several times a day, and at least after each class, in rooms without technical ventilation. This must be taken into account in the time planning. Tilted window ventilation is largely ineffective, since hardly any air is exchanged.

Regular and thorough ventilation must also be ensured in the offices.

In addition, the following should be noted:

The general infectiousness of Corona viruses on inanimate surfaces decreases rapidly depending on material and environmental conditions such as temperature and humidity. So far, there is no evidence of transmission through surfaces in public areas.

The RKI does not recommend routine surface disinfection in universities in the current COVID-19 pandemic. Here, adequate cleaning is sufficient, and the lecture rooms are to be cleaned every working day by the cleaning department. Door handles and staircases must be cleaned several times a day.

Cleaning agents (e.g. hygiene cleaning cloths) are provided to the lecture rooms. The students can wipe their seat / table themselves before or after use.

If disinfection is considered necessary in individual cases, the surface should be wiped down using a cold solution. Spraying without wiping is less effective and can also be harmful, as disinfectants can be inhaled (this can also occur if wiping with warm, possibly steaming disinfectant solution). The surface disinfectant should be selected so that subsequent cleaning is not necessary.



## **Hygiene in sanitary areas**

Sufficient quantities of liquid soap and paper towels are to be provided in the toilets, and should be regularly replenished. Relevant disposal containers for paper towels are to be provided.

Notices are to be hung at the entrance to the toilets, reminding students that numbers in the toilet areas should be kept to a minimum.

Toilet seats, fittings, washbasins and floors must be cleaned daily. In the case of contamination with faeces, blood or vomit, a prophylactic scrub-wipe disinfection with a disposable cloth soaked in disinfectant is required after removal of the contamination. The cleaning staff must wear gloves, mouth protection and, if necessary, protective goggles.

## **Hygiene rules during in-person teaching/exams**

On campus, the so-called 3G rule applies, which means that students must be vaccinated, recovered or tested. They are required to carry one of the following documents/proofs if they enter a campus building or facility:

- Digital proof of vaccination or vaccination certificate confirming that the person is fully vaccinated with a vaccine approved in the EU (BioNTech, Moderna, AstraZeneca and Johnson & Johnson) and that at least 14 days have passed since the final dose
- Digital or written proof that the person has recovered from COVID 19 no longer than 6 months ago.
- Negative test result (PCR or antigen test), carried out by an authorized test center. Antigen tests are valid for 24 hours, PCR tests are valid for 48 hours. Approved tests are carried out by doctors, pharmacies or test centers:  
<https://www.corona-test-hessen.de/>

Important information: Free government-paid COVID testing will end on October 11, 2021. International students, however, are supposed to receive free COVID tests until December 31, 2021.

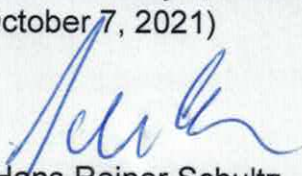
Proof of your COVID status must be carried at all times when entering a building or campus facility, and has to be presented to staff members, teachers or security staff upon request. If students cannot present the required proof, they will be expelled from the university premises immediately. The university also reserves the right to take further steps.



- Seating plans in the lecture rooms must be adhered to. Seating plans do not guarantee a distance of 1.5 m to your neighbor.
- Designated seats only are to be used; these have been marked
- Distancing rules should be followed upon entering and leaving the lecture rooms
- RKI hygiene rules are to be followed ('elbow-sneezing', hand washing)
- Before taking place, self-responsible cleaning must be carried out. Hygiene cleaning cloths are provided before entering the examination room;
- There is an obligation to wear an FFP2 mask or a surgical-mask when entering and leaving the room and also when seated.
- Teaching staff members are not required to wear a face mask if they remain in the front area of the lecture hall.
- An attendance list must be completed for every lesson and kept for 1 month by the lecturer. After that, it must be destroyed. Alternatively, an electronic/QR code-based presence check must be carried out (LUCA app);
- Safety regulations must be observed in the toilets
- Rooms should be aired regularly, at least between classes, for at least 10 minutes
- Instructions: relevant parts of this hygiene plan / instructions (88\_Coronavirus) should be included in safety instructions
- Utensils and glassware used in wine tastings are to be machine-washed at 60°C
- Those responsible for the individual courses/examinations can define further protective measures (e.g. rapid tests)
- Excursions are generally possible if the presence is not generally suspended. If third-party companies are visited, the hygiene regulations applicable there must be strictly adhered to.

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Prof. Hans Reiner Schultz  
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