

# Information for students participating in face-to-face classes and events during the SARS-CoV-2 epidemic

## I. General information on face-to-face events

Due to the reorientation of the Coronavirus Protection Ordinance (CoronaSchVO) and the cessation of the general directive for higher education institutions, the conditions for teaching operations in the winter semester 2021/22 must be amended once again.

### In summary, the following rules currently apply to face-to-face events:

- **Obligation to take a test and 3G rule:** the 3G rule – tested (*getestet*), vaccinated (*geimpft*), recovered (*genesen*) – is a prerequisite for admission to all events and meetings at UDE, including examinations and classes. Individuals who are not vaccinated or recovered must be able to present a negative test result from a rapid test centre/public test centre that is no older than **24 hours**. Coronavirus self-tests will not be accepted for admission to events or meetings.
- **Access checks:** in accordance with the current legal situation, this 3G rule requires **comprehensive access checks**. For lectures and seminars, UDE has established a check-in and boarding system and an internal web application. To use these, you need your university credentials (ID and password). If you do not have your university credentials (yet), you can also be issued with an access card for events.
- **Obligation to wear face masks:** as a rule, the obligation to wear medical face masks in the entire building continues to apply; this includes the time you are seated during events.
- **Distancing:** in the classrooms, the minimum distance of 1.50 m does not have to be adhered to. To allow teaching operations on campus, rooms can and may be used to full capacity once again. In the largest lecture halls (LX, R14, S04), the number of attendants is limited to 500.  
When moving about in buildings, the minimum distance of 1.50 m must be kept wherever possible.
- Keeping a **record of attendants** for contact tracking purposes **is no longer necessary**. In order to continue to support the health authorities in tracking infections, the University will, upon request of the health authorities, use lists of attendants that have been maintained for organisational reasons. Seating plans will no longer be produced.

## II. Basic rules for presence on campus

This section describes the protective measures that the University implements to protect you from infection and sets out the basic rules that you must adhere to during your presence on campus to ensure that you and all other parties involved stay healthy.

### 1. Comply with access restrictions

In the cases listed below, you may not enter UDE premises:

- If you feel ill, have a fever, a cough or other respiratory infections, please do not attend any events. Contact a physician.
- If you have contracted COVID-19 yourself or have been identified as a direct contact person of a COVID-19 case and are not vaccinated (up until the end of the quarantine period imposed by the responsible health authority). If you have any further questions on this matter, please do not hesitate to contact the [corona@uni-due.de](mailto:corona@uni-due.de) hotline.
- If you have entered North Rhine-Westphalia from abroad and have been in a risk area/a high incidence area/an area of variant of concern, you have to comply with the regulations regarding quarantine, registration and testing stipulated in the current [Corona Entry Ordinance](#).

Please refer to the [Federal Foreign Office](#) and [RKI's](#) websites for further travel and safety information.

### 2. Reporting obligation for coronavirus infections

If you contract coronavirus shortly after being present on UDE premises, please report this to the [Registrar's Office](#) and the staff member who led the event(s) or meeting(s).

### 3. Reduce contact

Whenever possible, keep a distance of 1.50 m from others whose immunity or test status you do not know. Please refrain from shaking hands and other greeting rituals that involve physical contact.

Due to the 3G admissions rule, the minimum distance of 1.50 m between seats in lecture halls and seminar rooms does not have to be adhered to.

In order to improve contact tracking, UDE recommends using the Corona-Warn-App.

### 4. Adhere to hygiene measures (see attachment)

Please wash or sanitise your hands when you reach the campus and also while you are on UDE premises. Cough and sneeze into your elbow crease, not into your hands.

### 5. General obligation to wear face masks

Irrespective of whether the minimum distance is kept or not, a general obligation to wear medical face coverings (surgical masks) currently still applies in all indoor premises of the University and when waiting in queues in front of buildings. You may briefly take off your face mask if you need to eat or drink.

It is not necessary to wear FFP2 masks as medical face coverings provide a sufficient level of protection and wearing FFP2 masks over extended periods of time results in physical strain due to the higher respiratory resistance.

Only individuals who have been issued a doctor's certificate stating that they cannot wear a face mask for medical reasons are exempt from the obligation to wear masks (in such cases, alternative protective measures, e.g. wearing a face shield that covers the entire face, must be

applied).

Students must bring their own medical face masks. Face masks must be changed if they get damp.

## 6. 3G rule – obligation to take a test or prove immunity

The 3G rule – tested (*getestet*), vaccinated (*geimpft*), recovered (*genesen*) – is a prerequisite for admission to all face-to-face events and meetings at UDE, including classes, practicals, and written or oral examinations, for example. Furthermore, the 3G rule applies in the libraries and cafés/canteens.

### Vaccinated

Students must be fully immunised with a vaccine authorised in the European Union and present proof in the form of a valid vaccination certificate.

### Recovered

Students must present valid proof of recovery. The infection must have been detected using a PCR test and be at least 28 days and no longer than six months in the past. One vaccine dose before this period ends can boost immunity to last longer.

### Tested

Students must present a negative test result from a rapid test centre or public test centre. **The test may be no older than 24 hours.**

## 7. 3G checks – process

**For lectures and seminars** at UDE, 3G monitoring is implemented using a **two-stage system**, which is based on the well-known check-in and boarding process at airports. Please find detailed information on the process, the check-in locations and the web application under [UDE boarding \(uni-due.de\)](https://uni-due.de).

A **digital boarding pass** that grants access to classes is issued **at check-in counters** and made available to students on their smartphones via their university credentials. The digital boarding pass displays a green tick to show that the individual in question is authorised to attend classes. The validity period depends on the type of proof presented. If you cannot or do not want to access the pass digitally or if you do not have any university credentials, a written access card will be issued.

In the case of practicals, the staff conducting the course or their assistants may apply different access check systems and are allowed to request to see your original 3G proof. Therefore, you should bring your proof of vaccination/recovery or negative test result along with your digital boarding pass.

Data protection compliance is ensured: only the required personal data will be collected, stored securely and destroyed after the practical has run its course or at the end of the semester.

**Note regarding the orientation week:** some student representative committees have prepared their own access control systems (e.g. festival wristbands) – such systems may also be used for access to events and meetings.

## 7.1 Check-in

Check-in counters can be found at central UDE locations in Essen and Duisburg: in Essen, in buildings T01 (foyer in front of the canteen), R11 (foyer), R12R00B02; in Duisburg, in the foyer of the LA building, in the BA building at Bismarckstraße.

The counters will be open from 4 October; potentially, not all locations will be open during the orientation week. Visiting hours are Mondays to Fridays from 8 am to 12 noon and from 12.30 to 4.30 pm.

Please come to a check-in counter in good time before the beginning of the semester or, at the latest, prior to a class or event that you want to attend.

Identification (student ID, identity card) and the proof mentioned above (vaccination certificate, proof of recovery, negative test result from a rapid/public test centre) are required to check 3G compliance.

The following data will be entered in the web application for the check-in:

- Issue date of the presented proof and the calculated expiration date
- University credentials of the person presenting the proof

Students will then be provided with an access authorisation for UDE classes and events bearing an expiration date. Students can access these with their smartphones under [3g.uni-due.de](https://3g.uni-due.de).

## 7.2 Visual inspection before entering the class or event/boarding

A visual inspection of the digital boarding pass/the access card takes place at the entrances of classrooms and lecture halls.

At the classroom/lecture hall, students call up their proof in the '[3g.uni-due.de](https://3g.uni-due.de)' web application on their smartphones using their university credentials and show the authorisation display to the person checking the proof. Alternatively, they can show their access cards.

## 7.3 Duty to cooperate

Students have a duty to cooperate in proving their 3G status.

It is explicitly pointed out that the use of a fake proof of immunisation or negative test result or one belonging to another individual constitutes an administrative offence (*Ordnungswidrigkeit*) according to Section 6(2)(4) of the CoronaSchVO. To ensure that teaching operations can run safely and in the proper form, we feel compelled to report any potential offences.

Further consequences regarding future admission to classes must be expected if offences can be proven.

## 7.4 Right to request individuals to leave the premises

To ensure compliance with the rules, UDE will make use of its right to ask individuals to leave the premises. If an individual refuses to comply with the rules, they will be requested to leave the class or event and the building immediately. In such cases, the individual's personal details will be noted.

# III. Building-related protective measures

## 8. Ventilation

Fresh air is provided via forced ventilation systems in all lecture halls and classrooms that do not have windows. The classrooms in buildings S06 and R11T are also connected to the ventilation system even though they have windows. Potentially virus-laden aerosols are

regularly removed with the exhaust air. Lecture halls are generally equipped with displacement ventilation systems, which provide each seat with fresh air and thus are particularly helpful for infection prevention and control. Partial recirculation, which is usually applied in order to save energy, has been switched off.

Classrooms or rooms where practicals are held that are not connected to a central ventilating system must be thoroughly aired for at least three minutes approximately every 15 minutes. Please help teaching staff do so.

## **9. Cleaning**

Workspaces such as desks in seminar rooms and lecture halls are cleaned every working day. Door handles, general contact surfaces and washrooms are also cleaned regularly. A focus is placed on personal hygiene. Hand sanitiser will be available at the building entrances or on the relevant floor.

# **IV. Procedure and conduct information**

## **1. Arrival for face-to-face classes and events**

First, go to a check-in counter to get your access authorisation. Please be at the classroom or lecture hall before the class or event is due to start to allow for 3G checks to be conducted at the entrances and the class to start on time.

Please have your smartphone ready and show the authorisation display or your written access card at the visual inspection. Teaching staff will check authorisation for each person before they enter the teaching or examination room. Depending on the size of the room, UDE's security service may support this process.

If queues form at building or room entrances, please take care to keep a distance from the person in front of you and wear a medical face covering.

The University buildings are freely accessible again. The security services will monitor operations and ensure orderly proceedings. Your authorisation may also be checked by the security service if you use free seminar rooms (learning groups).

## **2. Within the building**

Please wash your hands or use the hand sanitiser provided at the entrances of buildings or in the lecture hall or classroom. Bear in mind that a general obligation to wear face masks applies (see Section II.4).

Visitors may be guided through the building or staircases by means of one-way walkways. Lecture halls and classrooms may also have separate entrances and exits. Please look out for corresponding signs and labels.

## **3. Within the classroom**

It is no longer necessary to keep the minimum distance of 1.50 m.

The obligation to wear a mask applies during the entire time you spend within the building.

Please do not make any changes to the seating plan and do not take any tables or chairs from the relevant classroom. Please do not remove the numbers from the tables either. It is currently not required since contact tracking and creating seating charts has been replaced with the 3G rule. However, it may yet be needed in future.

#### **4. Lifts**

Lifts may be used by a maximum of two persons at a time. If two persons are already using a lift, please wait for the next one or take the stairs. Please give priority to individuals with limited mobility.

#### **5. Use of washrooms**

Washrooms are usually not very spacious, and the washbasins are close to one another and the door. Units that are immediately next to one another without separation may not be used simultaneously. Please wait if the room is occupied.

#### **6. Shuttle service between the campuses**

From 4 October, the [shuttle bus](#) will resume operation. It will run every hour at the departure times that were usual before the pandemic. Masks (medical face coverings) must also be worn on the bus.

#### **7. Cafés/canteens**

The canteens and cafeterias offer catering services once again. Please find information on the menus and opening hours of the individual facilities on the [Studierendenwerk](#) website. Compliance with the 3G rule is also checked at the cafés and canteens – here, you will also be admitted upon showing your UDE access card or your green tick on [3g.uni-due.de](https://3g.uni-due.de).

## Attachment 1: Hygiene rules and protective measures

### CORONAVIRUS

## General Protective Measures



Stay at home if you have **typical corona symptoms** such as a high temperature and/or cough.



Keep at least **1.5 m protective distance** to others!



Wear **mouth-nose cover** if the protective distance is not reached.



Wash your hands regularly and thoroughly with **soap and water for 20 seconds**, especially after going to the toilet and before consuming any food.



Do not touch your face with your hands.



Do not shake hands.



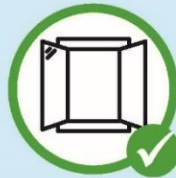
Avoid face-to-face meetings; alternatively, use telephone and video conferences.



Avoid crowds of people.



Cough and sneeze into the inside of your elbow or handkerchief, not into your hand.



Ventilate interiors regularly.



Separate use of hygiene articles and towels.



Clean skin and hand contact surfaces regularly.