

Action plan for conducting face-to-face events (classes and examinations)

during the SARS-CoV-2 pandemic
As of: 1 June 2022

General information

Following the expiry of the SARS-CoV-2 Occupational Safety and Health Regulation from the Federal Government with effect as of 26 May 2022, a new internal action plan has been compiled. It defines the basic protective measures for infection prevention and control at UDE.

This document summarises the protective measures and rules of conduct that supplement the [internal action plan](#) and are applicable to face-to-face events. An [information sheet](#) that describes the conditions and the rules of conduct for on-campus operations has been compiled for students.

The existing separate concepts for practical courses (e.g. in the Faculty of Chemistry or in Physical Education) will also have to be adjusted but are not affected by this.

Basic protective measures for classes and examinations

Recommendation to wear masks

If all parties wear a cover over their mouth and nose, this reduces the risk of infection with the SARS-CoV-2 virus. As a matter of consideration for one another and in order to protect individuals who are at a particular risk, it is still recommended that protective masks (FFP2 masks for a higher level of personal protection if desired) be worn indoors and, in particular, in crowded situations and during events.

Adherence to hygiene measures

All members of our University can **personally** contribute to mutual protection by observing the hygiene rules (distance – hygiene – face mask – ventilation – Corona-Warn app).

General information on face-to-face events

Room allocation and capacity requirements

The usual process for the allocation of centrally managed rooms for classes and examinations by the Facility Management Division continues to apply. An [overview of rooms](#) has been published. All rooms, including the spaces managed by the faculties, can once again be used to capacity without adhering to minimum distances or capacity restrictions.

Accessibility and room setup

The main building entrances are open during the customary University hours.
The Facility Management Division provides sanitiser dispensers at central locations.

Ventilation of lecture halls and classrooms

In centrally managed lecture halls, in all classrooms without windows and in some classrooms with windows (for example, S06 and R11 T), proper ventilation is ensured by means of forced air-handling

systems. Potentially virus-laden aerosols are regularly removed with the exhaust air. Partial recirculation, which is usually applied in order to save energy, will remain switched off. Most lecture halls are equipped with displacement ventilation systems, which provide each seat with fresh air and thus provide additional protection from infection.

All other rooms where events are held must be thoroughly aired for three to five minutes approximately every 15 minutes.

Conducting face-to-face events (classes and examinations)

Within the classroom or lecture hall

It is recommended that medical face masks be worn during the class or examination. Minimum distances in classrooms and lecture halls are no longer required; each seat may be used. Lower seat occupancy ratios are usually applied for examinations.

Leaving the classroom or lecture hall

In classrooms without forced ventilation, a few windows should at least be left in a tilted position in order to allow some air to be exchanged before the next group enters.

Presence of pupils in various projects

Special access regulations for school pupils are no longer in place.

Quarantine regulations

Pursuant to NRW's Coronavirus Testing and Quarantine Ordinance, individuals who are ill with Covid-19 or have tested positive are obliged to self-isolate and immediately inform all close contact persons ([Quarantine rules](#)). These obligations to self-isolate can be proven to the University by means of positive PCR or rapid test results. Corresponding notifications are to be sent to studierendensekretariat-essen@uni-due.de. In cases of close contact with an infected individual (including members of the same household), isolation is now only recommended.

Individuals who are subject to a quarantine/isolation obligation have to stay away from University premises and are considered unfit to take face-to-face examinations. As long as they are not ill, they can participate in online teaching and examination formats if such formats are offered during the on-campus semester.

Anyone who was in contact with infected individuals over a period of ten minutes or more with a distance between them of less than 1.5 m and with one or both parties not wearing a face mask and anyone who spent an extended period of time in a poorly ventilated or unventilated room with an infected individual in the two days before they tested positive or before the onset of symptoms is considered a close contact.

Coronavirus infections

If students inform teaching staff or the faculty that they have been diagnosed with Covid-19, this must immediately be reported to the Registrar's Office via Studierendensekretariat-essen@uni-due.de. An obligation to report to the central personaldezernat@uni-due.de inbox also continues to apply for cases among staff.

Such notifications are gathered by a central office and trigger contact tracing within UDE if necessary. They are used by the University to monitor the spread of infections within UDE.

Support and questions

The Facility Management Division and the Staff Unit for Occupational Safety & Health and Environmental Protection can provide consultation and assistance to teaching staff and faculties.

In addition, the central corona@uni-due.de inbox has been set up.

Additional information regarding oral and practical examinations

Room setup and recommendation to wear masks

An obligation to wear masks no longer applies; regular ventilation is to be ensured. The person organising the examination is to define the required protective measures. In the case of oral examinations, setting up transparent barriers or keeping a distance can continue to be applied as tried-and-tested infection control measures.

Doctoral degree examinations

In order to allow members of the University to attend as stipulated by the faculty-specific doctoral degree regulations, the defence of a doctoral dissertation may be made available as a video stream in full or in part as required. However, these examinations can also be held without restrictions to the number of individuals present. It is recommended that observers wear face masks.