

Hygiene Concept for Esslingen University of Applied Sciences to protect the spreading of Coronavirus SARS-Cov-2

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Introduction and general information

The hygiene concept describes the practical implementation to fight against and prevent spreading of coronavirus SARS-CoV-2 at Esslingen University of Applied Sciences.

The Federal Occupational Health and Safety Regulation Corona, which has been extended until 25.5.2022, applies to the service branch: http://www.gesetze-im-internet.de/corona-arbschv_2022-03/

The state of Baden-Württemberg may prescribe further measures within the framework of the hotspot-regulation.

Further information from the various ministries:

<https://sozialministerium.baden-wuerttemberg.de> or

<https://mwk.baden-wuerttemberg.de/de/service/aktuelle-informationen-zu-corona>

Esslingen University of Applied Sciences has established communication structures in relation to the coronavirus pandemic:

- Corona Taskforce which meets regularly
- Updates publicised by way of newsletters and bulletins etc.
- Internet page: <https://www.hs-esslingen.de/hochschule/aktuelles/corona/>
- Intranet page: <https://intranetportal.hs-esslingen.de/meine-hochschule/aktuelles/corona-informationen>
- taskforcecorona@hs-esslingen.de

Information on electronic media:

- External services: [Coronavirus Warn App](#), [SafeVac](#), [CovPass](#)

Access ban

You are not allowed to come to the university if you

- 1. are under an obligation to quarantine in relation to the coronavirus,**
[Link Current Coronavirus Regulations Quarantine](#)
- 2. exhibit typical symptoms of being infected with coronavirus,** i.e. shortness of breath, have recently developed a cough, fever, loss of sense of taste or smell,

1. General hygiene measures

The main transmission path of COVID-19 is via the respiratory tract by means of droplet infection and aerosols. It is also possible to contract COVID-19 indirectly via the hands when they come into contact with the mucous membranes of the mouth, nose or conjunctiva.

Overview of the most important measures – Space, Hands, Face + Ventilation + Testing (AHA+L + Testen)

Space and social distancing:

Maintain a minimum social distance of 1.5 m.

Hands and hygiene

- **Wash your hands** (e. g. after wiping your nose, coughing or sneezing; after using public transport; after touching bannisters, door knobs, handles etc., before and after eating; before putting on or removing a mouth&nose covering, after going to the toilet) with gentle liquid soap for 20 - 30 secs (see also <https://www.infektionsschutz.de/haendewaschen/>) **or, if this is not possible:**
- **Use a hand sanitiser:** You should sanitise your hands correctly when it is not possible to wash your hands thoroughly. Pour a sufficient quantity of sanitiser into your dry hand and massage it in for approx. 30 seconds until completely dry. Ensure your hands are thoroughly wetted (see also <https://www.infektionsschutz.de/hygienetipps/desinfektionsmittel.html>).
- **Coughing and sneezing etiquette:** Coughing and sneezing into the crook of the arm are among the most important preventative measures! When coughing or sneezing, keep as far away as possible from other people, turn away if possible.
- **Keep your hands away from your face and mucous membranes** (do not touch your mouth, eyes or nose).
- Avoid touching people, giving them a hug or shaking hands.
- Try not to touch publicly accessible, manual controls such as door knobs or lift buttons with your hand; use your elbow instead, for example.

Face - respiratory protection and medical face masks (mouth & nose protection)

Wearing mouth & nose protection reduces the risk of infecting someone else when you cough, sneeze or talk. If minimum social distance is not possible, wearing mouth & nose protection is **strongly recommended** (FFP2 mask or medical face mask). The university provides its staff with medical face masks or, where necessary, with FFP2/KN95 masks.

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Ventilation

Particularly important is **intensive and proper ventilation**, since this exchanges the air within the room and thus reduces the viral load.

If there is no air conditioning system, the room must be ventilated intensively in short bursts.

According to the Technical Rule on Workplaces A3.6 "Ventilation", ventilated intensively in short bursts means a short (approx. 3 to 10 minutes), intensive air exchange to remove loads from rooms.

Intensive ventilation must be carried out at regular intervals as required. The following times are recommended as a rule of thumb:

- Office space after 60 min.

- Meeting room (incl. classrooms) after 20 min.

The minimum duration of the intensive ventilation depends on the temperature difference between inside and outside and also on the wind. The following times can be taken as a guide:

- Summer: up to 10 min (taking into account the ambient air temperature)
- Spring/autumn: 5 min
- Winter: 3 min

The traffic lights on CO₂ monitors can be used as a guide. Remain below the target value of 1,000 ppm CO₂ if possible.

Coronavirus tests

Self-tests will be made available for staff who do not exclusively work from home (one test per week).

2. Room hygiene for lecture theatres, seminar rooms, PC pools, laboratories, common rooms, administration rooms, meeting rooms and corridors

Cleaning

DIN 77400 defines basic principles and minimum requirements for contractual, environmentally friendly and hygienic cleaning taking into account current developments relating to technology for and methods of commercial cleaning and the legal requirements imposed by the Infection Prevention Act. Moreover, the priority is the **cleaning of surfaces**.

The cleaning of surfaces which are touched frequently must be particularly thorough, and in highly frequented areas they must be cleaned at least once a day, or several times a day where necessary, using a surfactant-based cleaning agent:

- all door handles of exterior doors, interior doors, offices, seminar rooms, laboratory rooms, toilets,
- bannisters and handrails on the stairs and in lifts
- push buttons inside and outside lifts and
- touch controls on the generally accessible multi-function printers and also on the machines for charging and extending student identity cards
are cleaned by the cleaning contractors.
- When groups swap over, the users must clean the tables and chair backs with surfactant-based wipes at the beginning and the end of a class (the wipes will be provided).
- Personal equipment such as phones, keyboards, computer mice, tools must be cleaned by the user themselves; wet, surfactant-based wipes will be provided by central services for this purpose.

3. Hygiene in sanitary facilities

Sufficient numbers of liquid soap dispensers and disposable paper towels must be provided and refilled regularly in all sanitary facilities. Toilet seats, fittings, washbasins and floors must be cleaned at least once a day. This and the cleaning of contact surfaces (door knobs and handles, bannisters etc.) will be organised university wide by Facility Management.

Nappy changing mats must be cleaned by the user immediately after use.

4. Infection prevention in the breaks

omitted

5. High-risk groups and pregnant women

The risk that COVID-19 will cause serious illness is higher for certain groups of people (see information from the Robert Koch Institute

https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Risikogruppen.html).

These particularly include people with relevant pre-existing conditions such as

- cardiovascular diseases (e. g. coronary heart disease and high blood pressure)
- chronic diseases of the lungs (e.g. COPD)
- chronic liver diseases
- diabetes mellitus
- cancer
- a weakened immune system (e. g. due to a disease which leads to immunodeficiency or as a result of regularly taking medication which can affect or reduce the immune response, such as cortisone).

The link below provides information for staff in high-risk groups:

<https://intranetportal.hs-esslingen.de/de/he-portal/aktuelles/corona.html#c84369>

Information for pregnant women can be found on the following website:

<https://rp.baden-wuerttemberg.de/themen/wirtschaft/seiten/mutterschutz.aspx>

Where appropriate, an application for “disability compensation (Nachteilsausgleich)” can be submitted to take examinations. This must be submitted to the examination board of the relevant faculty. Appropriate documentation must be enclosed with the application. At the discretion of the examination board, an individually adapted examination situation can be created, where necessary.

6. Route guidance of the movement of people, generally accessible areas and organisation of classes and meetings

Streams of people will be guided and directed by means of clear signposts. As far as possible there will be separate entrances and exits, the movement of people will be organised so as to maintain a separation or as a one-way system with directional arrows.

Distancing information will be displayed where appropriate (e.g. in sanitary facilities, in front of lifts).

7. Laboratories, classes involving experiments, practical training and research

It is recommended that classes are planned so that social distancing can be maintained where possible.

- A supplementary **coronavirus risk assessment** (GBU Corona) will be drawn up before the laboratories are opened up again. The measures selected there must be sufficient and carried out before classes start. The GBU Corona must be produced on demand.
- Students must receive instructions on the measures necessary because of the coronavirus pandemic and sign for these **instructions**: (see also 1. General Hygiene Measures).
- Point 5. applies accordingly on how to deal with high-risk groups.
- Participants are able to clean their hands or alternatively sanitise their hands. All participants should clean their hands before they start.
- The surfaces of the worktops must be cleaned when the groups swap over. This can be done by the students, but they must be instructed what to do and an inspection carried out.
- The rooms either have an air-conditioning system with fresh air supply and sufficient air change or it must be possible to ventilate them sufficiently via natural ventilation (regular intensive ventilation, see 1). Rooms must be thoroughly ventilated particularly when groups change over.

8. Face-to-face classes in lecture theatres, seminar rooms and PC pools (particularly in relation to lectures and exams)

- The rooms either have an air-conditioning system with fresh air supply and sufficient air change or it must be possible to ventilate them sufficiently via natural ventilation (regular intensive ventilation, see 1). Lecture theatres and seminar rooms are generally equipped with CO₂ traffic light monitors. Rooms must be thoroughly ventilated particularly when groups change over.
- Before entering the rooms, users should clean (wash) their hands or, if this is not possible, sanitise them. The university provides hand sanitisers for this purpose at suitable locations (entrances to buildings, in the rooms where necessary).
- The cleaning contractors will clean the tables and chairs on a daily basis. Surfactant-based wipes shall be made available to clean them between lectures/examinations. Students must wipe their tables themselves. This cleaning must be supervised by the lecturers or the invigilators.
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9. Oral exams, post-exam reviews, meetings and appointments with the Examinations Office, Student Affairs Office and Admissions Office

omitted

10. Extracurricular events

(Events in the auditorium, conferences, trade fairs etc.)

- The participants will be instructed on the measures which are necessary because of the coronavirus pandemic.
- Minimise the number of times social distancing cannot be maintained by means of organisational measures is recommended (e.g. have separate entrances and exits, obligatory one-way system, etc.).