

## **COVID-19 Hygiene measures and guidelines for presence teaching and office work IMC FH Krems from 16<sup>th</sup> Mai 2022**

These COVID-19 hygiene measures and guidelines have been created for the protection of all persons present at IMC UAS Krems and out of respect for them. Starting from 16<sup>th</sup> May 2022, these guidelines, as amended, apply to all persons authorised to use the buildings of IMC UAS Krems; they replace the previously valid measures. Eligible persons include students, lecturers and the IMC team for participation in all **face-to-face lectures, face-to-face examinations, face-to-face admission procedures** and office operations. Compliance with the measures is intended to ensure that the duration of studies is not extended and that students do not lose any semester time.

### **Recommendation to comply with 3-G regulation (vaccinated, recovered, tested) according to federal government guidelines.**

- **Vaccinated:** vaccinations are valid if they have been carried out with a vaccine accredited by the EU
  - for 270 days after the date of the 3rd vaccination (3/3 vaccinations)
  - for 180 days from the date of the 2nd vaccination 2/2 vaccinations)
  - for 180 days for recovered persons with one partial vaccination after the date of vaccination
- **Recovered:** Proof of having had a COVID-19 infection
  - Valid for 180 days from the 11th day after the 1st positive PCR test.
- **Tested:**
  - negative COVID-19 antigen (lateral flow) test certificates are valid for 24hrs and PCR test certificates are valid for 72h (including PCR gargle tests)

### **General COVID-19 regulations apply in all buildings and (outside) areas of the IMC UAS Krems:**

- **FFP2 masks** (no valve) **are compulsory during practical exercises and laboratory exercises**
- **It is recommended, that FFP2 masks** (no valve) **are being worn through the IMC UAS buildings**
- **Social distancing, Maintaining the minimum distance required**
- **Regular washing and disinfecting of hands**
- Attention to **breathing hygiene**, avoid touching the face
- **No hand shaking; no hugging**
- **Avoid congregating** in groups
- It is recommended that all persons **take their temperature** at home every day before they come to IMC UAS Krems to study or work

**In addition to these general rules, the following applies:**

- When these hygiene guidelines come into force they are applicable as part of the house rules of the IMC University of Applied Sciences Krems. Any **violation** of these measures and guidelines constitutes a **breach** of the **house rules**, which are an integral part of the educational or employment contracts, and may lead to a **warning** or, in the event of recurrence, to **exclusion** from the study programme in accordance with the provisions of the training contract or there may be consequences in terms of labour law
- If you show **symptoms of COVID-19 illness** or if you have received a **valid notification to quarantine from the health authority** because you have been identified as a **contact person** or **tested positive** for COVID-19, students are obliged to **report immediately** to the head of the study programme and to Study Services, members of the IMC Team and part-time lectures report to the HR department and the line manager. **Under no circumstances must you come to IMC UAS Krems! Please adhere to the guidelines given by the health hotline 1450!**
- If you think you may belong to a legally defined **risk group** with regard to an increased risk in the case of COVID-19 illness, students can contact the programme director, staff members contact HR Services in order to clarify the further course of action. In particular, we request information on which individual solution (increased protective measures, etc.) is possible in your specific case.
- If it is not possible for you to wear an FFP2 mask for any health reasons, please contact [info@fh-krems.ac.at](mailto:info@fh-krems.ac.at) and we will find an individual solution for you.

**Infrastructure and general measures:**

- Disinfectants (ethanol 80%, other ingredients: water, 1-propanol, methyl ethyl ketone, denatonium benzoate) are available in all public areas and in the lecture rooms.
- **Regular airing of offices and seminar rooms** as well as **disinfection** of all **used objects** and equipment, surfaces, handles, keyboards, etc.
- **Disinfection** of all public areas, the lifts, WCs, door handles, light switches, printers and taps is carried out by Facility Services several times a day.
- We recommend spending **breaks outdoors** or in the surrounding catering facilities. Staff kitchens are opened and can be used according to the seating provided. It is recommended to eat at one's own desk.
- Eating is expressly permitted in the seminar rooms, health labs and public areas. Please keep your distance.
- **Changing rooms** are open and **lockers** can be used.
- The latest information and all documents can be found on the eDesktop in **COV FAQ**.

**Lectures:**

- To **check attendance, QR codes** are placed in the rooms, which must be scanned by all persons present at the beginning of the course. The lecturer ensures compliance with these regulations.
- It is **prohibited to change the layout of the lecture rooms** or to take extra chairs into the room. The **maximum number of persons** permitted has been **defined** for each room.
- **Please disinfect all objects used** (tables, chairs, handles, etc.). **The lecturer ensures compliance with these regulations.**
- **A change of study group is prohibited.**
- Examinations are held online or in attendance, in compliance with hygiene regulations.
- **Plexiglas panels** have been installed in or in front of the Study Services offices and in front of the reception in Building G for your protection of all persons. **Please enter individually!** The same applies to the International Welcome Center and the Career Center located at the IMC Gozzoburg.

**IMC Team**

- The **IMC Team** is at the IMC's offices and laboratories during **normal working hours**.
- The IMC team's **workplaces** are equipped with disinfectant. Work tables, keyboards, armrests, office supplies, door and window handles, switches, etc. are disinfected daily by the team itself. Necessary structural changes were made.
- **Plexiglas panels** have been installed in or in front of the Study Services offices and in front of the reception in Building G for your protection and the protection of the members of the IMC team. **Please enter individually!** The same applies to the International Welcome Center and the Career Center located at the IMC Gozzoburg.
- **Business trips** are possible adhering to the normal processes.

**Visits, delegations, meetings and events**

- **Laboratory visits** for external persons are not possible. Events and visits are possible.
- **Meetings** are held either face-to-face or **online**. All used items are disinfected by the team itself. Please disinfect hands and do not forget to ventilate regularly.