



**HOCHSCHULE  
MITTWEIDA**  
University of Applied Sciences

# Organizational and Hygiene Requirements for the Winter Semester 2021/2022



### The most important facts at a glance:

- Vaccination progress is already allowing a return to more attendance on campus. Vaccinated and recovered students can receive permanent tickets to attend courses instead of weekly tickets. Our Mittweida Tandem Strategy of testing and attendance on campus continues for everyone else.
- Attendance still need to be recorded despite negative test results in order to identify contacts and break chains of infection. All university members therefore carry their HSMW cards with them at all times. External visitors are consistently recorded in the faculties and institutions.
- The "AHA+L" rules are to be followed: Distance (**A**bstand) + **H**ygien + **M**asks in everyday life + Ventilation (**L**üften). If the permanent minimum distance as well as the ventilation of the rooms are ensured, masks may be removed in specific situations.
- Students who do not have an adequate internet connection at home will find a limited number of workstations in rooms 3-019, 8-102 and 8-103. Here too, the following applies: presence only with a currently valid weekly or permanent ticket.
- Those who feel ill stay at home. Anyone showing COVID-19 symptoms should get tested and inform the HSMW via corona@hs-mitweida.de.

Since the beginning of the COVID-19 pandemic, one thing was obvious: Only vaccinations will enable a large-scale return to campus attendance. This point has been reached: In the winter semester 2021/2022, up to 70 percent of teaching will take place in presence. Nevertheless, measures are still needed to protect those who have not yet taken up the vaccination offers or are unable to do so.

### What easements apply to those who have recovered and those who have been vaccinated?

All persons who

- have been fully vaccinated or
- have been vaccinated once and had a PCR-confirmed COVID-19 infection less than six months ago, or
- are considered as "recovered" (infection confirmed by PCR test less than six months ago),

will receive a valid permanent ticket for participation in courses in the test centre at Mittweida University of Applied Sciences upon presentation of proof of the respective status. This means that the obligation for weekly testing does not apply to these persons.

**Changes to the requirements in effect during the winter semester are highlighted in yellow.**

### What are the general rules on campus?

1. If persons feels ill, they stay at home.
2. Upon entering the buildings, a current Corona test with a negative result must be available for all students participating in courses who have neither been vaccinated nor are demmed as recovered. Tested students receive a ticket for the current calendar week at the test centre at Mittweida University of Applied Sciences, which entitles them to attend courses. Reconvalescents and vaccinated students can receive a permanent ticket instead of a weekly ticket.
3. The buildings of the university are locked even during the day. Access is possible with the HSMW-Card.
4. Wearing a medical mask (FFP2, surgical mask, etc.) is obligatory if the 7-day incidence is greater than 10 cases per 100,000 inhabitants in the district of Central Saxony. Wearing a

community mask is not sufficient. The masks can be temporarily removed for communication with people with hearing impairments. The masking requirement will only be removed if the incidence level falls below 10 cases per 100,000 population for five consecutive days if at the same time the minimum distance required is maintained.

5. A minimum distance of 1.5 metres from the nearest person must be maintained.
6. For employees of the risk groups who carry out activities on site, a risk assessment must be carried out in advance by the respective supervisor. The Facility Management is available to answer any questions.

## What testing obligations exist?

For participation in teaching events, proof of full vaccination protection, recovery or a current, negative COVID-19 test is a mandatory requirement for students and staff.

Students who are among the fully vaccinated or recovered can obtain a permanent ticket in the test centre to attend teaching events. Tickets are handed out on

- Mondays: 7:00 - 9:00 a.m.,
- Wednesdays: 11:30 a.m - 1:00 p.m..

Students without vaccination or recovery must fulfil a weekly testing obligation. All those who test negative receive a certificate at the test center, the paper color will be changed weekly. It is the ticket to attend classes for that week. Tickets for the upcoming week will be issued starting on Saturdays. The tests can be taken at the test centre at Mittweida University of Applied Sciences in the tent between House 4, Student Club and House 6. As an official test centre of the Free State of Saxony and the district of Central Saxony, the tests are free of charge for everyone until at least 10 October 2021.

University members who are tested elsewhere must also report their negative result at the test centre and will also receive a weekly ticket. A rapid test may be a maximum of 24 hours old, a PCR test a maximum of 48 hours old.

To enable the systematic testing scenario, the following opening hours will apply at the Corona Test Centre from 30 September 2021:

- Mondays - Fridays: 7:00 - 11:00 AM,  
12:30 - 16:30 PM,
- Saturdays: 10:00 - 11:00 PM,
- Sundays: 10:00 a.m. - 12:00 PM.

Employees with customer contact are required to test twice a week. Customer contact is defined as regular personal contact that goes beyond contact within the immediate university work community. This includes, for example, contact with external service providers as well as with students and thus also applies to all persons with teaching duties. The assessment of which persons have this kind of customer contact takes place in the faculties and central institutions. Proof of negative tests must be kept individually for four weeks. For all non-vaccinated and non-healed employees who have been absent from duty for five consecutive working days (holidays, overtime reduction, etc.), testing is mandatory when entering the campus for the first time. The negative result after absence must be submitted to the supervisor. As an alternative to the negative test result, proof of vaccination or convalescence can be presented which leads to exemption from the compulsory test.

All university staff who are not involved in teaching and have no contact with clients should also be tested for acute infection in order to limit transmission of the virus by symptom-free people.

In addition to rapid tests, the Student Council offers rapid antibody tests to detect past infections as well as PCR tests. These are carried out at cost price. Payment is made in cash or with all common EC and credit cards on site. Vaccinations at the test centre are also still possible. Students will receive the dates by email from the Student Council.

For information on any changes, such as opening hours, and the link to the appointment booking tool, please see the FAQ on the [Corona theme page of the HSMW website](#).

## What rules apply specifically to courses?

1. Teaching staff are responsible for verifying weekly and permanent tickets prior to the start of each course. The students prove this by showing the respective valid certificate printed on coloured paper from the Corona Test Centre at Mittweida UAS. Persons without a weekly or permanent ticket are to be denied participation in the course. The rector assigns the domiciliary rights to the lecturers for this purpose.
2. If the minimum distance is not maintained, the teaching staff will ask the students to separate before the course can begin.

3. At the beginning of each course, a registration of those present will be made in order to trace possible chains of infection. Usually this is done electronically via the HSMW-Card at the entrance of the larger auditoriums. In smaller courses, the module attendance lists from the intranet are used, which the lecturers can find where they usually download the lists for exam attendance. If necessary, empty lists can be taken from the technical cabinets. The lists must indicate the date, time, room, and course name.
4. Students are allowed to take off their masks during lectures when at their place, as long as the minimum distance is kept. Teaching staff is allowed to remove the mask in the actual teaching situation when maintaining a minimum distance of 2.0 meters at all times and without exception.
5. The rooms must be pulse ventilated every 45 minutes by the teaching staff for two minutes.
6. Teaching in function rooms must be designed in such a way that supervision by laboratory engineers/teaching staff directly at the student's workplace is ruled out and that it is also possible to break off/interrupt the course without personal contact (e.g. central emergency stop switch)
7. Objects of laboratory practice as well as work surfaces can be disinfected before use in seminar rooms and laboratories by the users themselves. Disinfection materials are available.

## What about breaks?

- Rooms 3-019, 8-102 and 8-103 are open to students who cannot use a stable internet connection at home. Attendance here also requires a weekly or permanent ticket from the Corona Testing Centre. The minimum distance must be maintained. Medical masks must be worn.
- The Mensa offers food to eat on site and to take away. Current information, also on deviating regulations in the refectory, can be found on the [Studentenwerk website](#).
- The university library is open to a limited extend. Please check the [HSB website](#) for details.

## What rules apply specifically in offices and workspaces?

1. In work and common rooms, attendance is permitted if at least 1.5 meters distance to other persons is guaranteed in all directions and 9 square meters of office space are available per person. The mask can be removed if the 1.5-meter distance is guaranteed at all times.
2. All rooms are ventilated after 45 minutes by two-minute pulse ventilation.
3. Attendance by external visitors shall be limited to immediate business requirements and kept to a minimum. They are to be instructed on the observance of the hygiene measures.

## Why and how is campus attendance recorded?

Every attendance in the HSMW buildings must be registered in order to enable contact tracing. This applies regardless of and despite the existence of a current negative Corona test, full vaccination protection or recovery.

For students, the registration of attendance is done at the beginning of each course. Please make sure to carry your HSMW-Card with you: Usually a scan of your HSMW-Card is sufficient to log the attendance. In some cases, lists are used on which first name, surname and matriculation number are entered.

Please avoid accumulations in the buildings and on the campus. Attendance must be kept to a minimum and must be spread out over time and space. Attendance clusters are to be avoided in the buildings and on the campus.

For employees, the following applies: mobile work (home office) and attendance are still to be should be reasonably combined in consultation with their supervisors. Working on campus is now the norm.

The registration of the attendances of all employees can be done in "absence principle": Basically, it is then assumed that the employees carry out their work in the buildings of HSMW, absences on whole days are recorded. The decision as to whether attendances or absences are registered lies with the deans and the heads of the departments.

In any case, the recording is done centrally within the faculties and central institutions (e.g. dean's offices).

In addition, it is recorded centrally in the units which external visitors were in the HSMW, when and where, and how they can be contacted. This also applies, for

example, when lecturers hold appointments with students in their offices, such as consultation hours or those for supervising theses.

## What happens in case of illness?

- If you feel ill, stay at home and get tested - even if you have been vaccinated or have recovered.
- If symptoms typical of corona occur while you are on campus or within 14 days afterwards, please inform the university immediately by e-mail to [corona@hs-mittweida.de](mailto:corona@hs-mittweida.de) and get tested. Be sure to inform the HSMW of a positive test result.
- Employees send their certificates of incapacity for work scanned or as a photo by e-mail to [dezpersonal@hs-mittweida.de](mailto:dezpersonal@hs-mittweida.de) and inform their faculties or central institutions. The original must be submitted by post with the attachment to the sickness certificate.

This directive is binding as of **15 September 2021**.  
For current changes during the semester, see the [Corona channel page on the HSMW website](#).

The Rectorate