



Dear colleagues,  
Dear member of staff,

The University Executive Board, in agreement with the Crisis Management Team, has decided to allow limited **laboratory-based research**, including the necessary operation of TU Dresden's workshops, from 20<sup>th</sup> April 2020.

Please note that for all other activities the previous regulations for emergency operations will continue to apply, including for events that require students to attend and the special regulations for clinically-relevant work at the Faculty of Medicine.

Below, you will find [links to instruction slides](#) that summarise the most important general guidelines and sources of information, which were created in coordination with the Units Safety at Work, Occupational Health Services and Central Technical Services.

The guiding principle is, of course, not to endanger the health of anyone and to prevent the further spread of COVID-19 as far as possible. This means that corresponding regulations of the federal government, the state or the City of Dresden must be observed under any circumstances. These superordinate regulations might override TUD-specific measures.

The professors or laboratory managers in charge are responsible for the **selection of persons who are to have access to labs**. The following regulations apply:

- In consultation with the employees, supervisors compile a list of staff who are to be given access to laboratories. The rooms to which access is granted and the planned attendance times must be specified. When creating the access plans, staff changes within a room should be kept to a minimum. When selecting on-site personnel, the following aspects should be taken into account in addition to the relevant scientific criteria: i) belonging to a risk group (age; chronic illnesses, previous illnesses, etc.) or the fact that a family member living in the household belongs to a risk group; ii) transportation conditions, in particular dependence on public transport; iii) the necessary care of children; iv) insufficient domestic facilities for digital/telephone work.

- Supervisors shall ensure on record that all employees designated for laboratory work are informed of the guidelines.
- The supervisors send the list with the persons to be admitted to the relevant Dean's Office.
- The listed employees apply for an employer's certificate for access to TU Dresden buildings via [https://redcap.link/TUD\\_Notfallzugang](https://redcap.link/TUD_Notfallzugang).

### **Procedures in the laboratories of TU Dresden:**

- The maximum number of people per room is defined according to the size of the room and should be kept as low as possible. The following rules apply: in areas (rooms) up to 20m<sup>2</sup> – 1 person max; in areas of up to 50m<sup>2</sup> – 2 persons max.. The maximum occupancy in areas larger than 50 m<sup>2</sup> must be adjusted accordingly. The distance of at least 1.5 m is to be maintained at all times. People should not sit or stand directly opposite each other.
- Entering and leaving the workplace should be done using the shortest route.
- Lifts can only be used individually.
- Work equipment should not be shared.
- Meeting rooms (tea kitchens etc.) may not be used by more than one person at the same time.
- Guests will not have access to laboratories until further notice.
- If necessary, the recommendation to wear a face mask is made in consultation with the supervisor.
- Work consultations, working group meetings, journal clubs etc. are held exclusively remotely.
- Employees are responsible for keeping a daily updated list of the premises they visited and the persons they contacted and make the lists available to their supervisors in case of an emergency.

Dear colleagues and members of staff, on behalf of the entire University Executive Board, I am asking you: **To please follow these recommendations. Every one of us bears a great responsibility, it is in your hands whether we at TU Dresden succeed in gradually resuming research and teaching in an organised and appropriate manner.** Thank you!

Best regards,

Prof. Gerhard Rödel

Vice-Rector for Research  
Technische Universität Dresden  
D-01062 Dresden  
Tel: +49 351 463 35 436  
Fax: +49 351 463 37 057