

On behalf of the University Executive Board

Health and Safety at Work Instructions: Coronavirus SARS-CoV-2

September 2021

General Information on SARS-CoV-2 and the illness (COVID-19)

- Transmission primarily via droplet infection (if infected person coughs and sneezes, absorption through mucous membranes)
- Incubation period (time from infection to onset of the illness): 1 - 14 days (on average 5 - 6 days)
- Symptoms can include:
 - Coughing, sneezing and fever
 - Less common: sore throat
 - Impaired sense of smell and taste
 - In severe cases: shortness of breath
- Up-to-date information at:
https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/nCoV_node.html



General information on SARS-CoV-2 and the illness (COVID-19)

- Varying courses of the disease
From mild symptoms to pneumonia, severe courses with treatment in intensive care (artificial respiration...) and deaths
- Sometimes long-term effects (long COVID)
- Various vaccines (e.g. RNA vaccines) are now available that provide good protection against infection and severe courses



Measures in cases of suspected infection or illness

- **If you experience symptoms, you must stay at home!**
- Inform your supervisor / line manager
- Contact your GP or family doctor **by telephone**, at night and on weekends call the health insurance hotline (Tel. 116 117)
- **If you have tested positive or had contact to infected persons, stay home!**
 - Contact the public Health Office (Coronavirus hotline: +49 351 4885322, gesundheitsamt-corona@dresden.de)
 - Follow the instruction given by the public Health Office
 - Urgent request to inform: your supervisor, dezernat2@tu-dresden.de and gesundheitsdienst@tu-dresden.de
 - 14 days of quarantine or self-isolation (usually unless you are a fully vaccinated or recovered contact person); before returning to work inform your supervisor

Measures to prevent infection

- Please keep a distance of at least 1.5 meters from other persons.
- Do not shake hands or hug.
- Minimize personal contacts.
- Maintain a good hand hygiene and follow the cough and sneeze etiquette. <https://www.infektionsschutz.de/hygienetipps.html>
- Please note that wearing a face mask does not exempt you from observing the distance and hygiene rules.
- In the buildings and on the premises of TUD, depending on the infection rate, you need to wear a medical face mask or FFP2 mask, with the exception of your own workplace.

At work

- Use work areas alone, if possible.
- Depending on the size of the work area, having two or more persons working together is only possible provided that the distance regulations can be observed.
- Use digital means of communication, e.g. video conferences.
<https://tu-dresden.de/zih/dienste/videokonferenz>
- Reduce contacts with the public as much as possible, e.g. by arranging individual meetings.
- Regularly air out offices and rooms.
- Clean shared items and work surfaces regularly (e.g. door handles, kitchens, copiers) with conventional cleaning products.
- If possible, only use lifts and service vehicles individually.

At work

If a distance of at least 1.50 m cannot be maintained at work, please speak to your supervisor to determine technical, organizational and/or personal measures.

Measures could include:

- Putting up partition walls in case of contact with the public
- Flexible working hours
- Wearing FFP2 masks

Self-tests

Self-tests will be made available to all employees working on the premises of TUD.

Depending on the infection rate, you are obliged to carry out regular self-tests if you have any contact with clients as part of your job (e.g. external service providers)*; students are not included.

After an absence from work of at least 5 working days, you need to present an up-to-date negative test result.*

*Exception: those fully vaccinated and recovered

Special protection in cases of health risk

Employees with health risks as well as pregnant or breastfeeding persons should not work in places open to the public or environments where maintaining the minimum distance is not possible.

Please discuss special protection requirements with your supervisor in order to find individual solutions together.

We provide advice:

- Unit Safety at Work (arbeitssicherheit@tu-dresden.de)
- Unit Occupational Health Services (gesundheitsdienst@tu-dresden.de)
- Directorate Personnel (dezernat2@tu-dresden.de)
- Personnel Representation Council (personalrat@tu-dresden.de)