COVID-19 Coronavirus

GUIDELINES OF THE RETORATE
ON PREVENTION IN RELATION TO COVID-19

Status: 23 June 2020

These guidelines replace those of 2 June 2020 and shall apply from 23 June 2020 until revoked.

In connection with COVID-19, the Rectorate publishes guidelines on courses, research, personnel, opening of premises, special offers, holding of internal university meetings, travel and other events.

The Rectorate continuously reviews the situation in close cooperation with the competent authorities and regularly updates these guidelines. The latest version of the guidelines as well as the latest information can be found on the special website of our university.

A. In general

In the light of and in accordance with the Federal Council’s decisions of 27 May 2020 and 19 June 2020, the Rectorate has decided to continue the easing of prevention measures in connection with COVID-19, with a view to normalising activities at the university as far as possible. Despite this, it is still necessary to remain cautious and vigilant.

The prevention measures issued by the Federal Council as well as the recommendations and protective regulations of the Confederation must be followed.

B. Courses

With regard to the organisation and conduct of the examinations of the June 2020 session, the guidelines of the Rectorate dated 6 April 2020 shall apply. Further details can be found on the websites of the faculties SciMed, Lettres, IUS, THEO, SES.

Presence events outside of the semester (e.g. language courses, special offers) are generally permitted (up to a maximum of 300 participants), provided that the responsible lecturer develops a protection concept and arranges for the preparation of a presence list. The prevention measures issued by the Federal Council as well as the recommendations and protection regulations of the Confederation must be followed.

With a view to the implementation of courses from the autumn semester 2020 onwards, the Rectorate has set up a working group to propose university-wide guidelines for the design of courses. The working group is to develop the basis for the guidelines to be issued by the Rectorate, which will define the basic framework on the basis of which the faculties can design and offer tailor-made solutions. The working group is chaired by the Vice-Rector of Education and is composed of representatives of the faculties as well as the academic, the administrative and the IT directorate. A first report is to be
submitted to the Rectorate by the beginning of July 2020; the relevant decisions will be taken in the course of the summer.

C. Research

In agreement with the supervisors/heads of units/groups, teleworking may continue to be used for research activities that can be carried out remotely. Where necessary and/or appropriate, presence on university premises is possible, in particular for activities requiring physical presence. It is the responsibility of the supervisors / heads of units/groups to draw up attendance and prevention plans for their own employees and other persons (especially students) for which they are responsible. The general rules as well as the rules for persons at risk must always be respected (see the document “General rules for prevention” published on the website).

It is also recommended that the following principles be observed:
- Occupation of usually one of two workstations (laboratory sections, microscopes, etc.) to ensure a distance of 1.5 metres;
- Alternating presence of the people working in a given space, always keeping the same groups to limit the contact between people;
- Staggered working hours to avoid peak times;
- For tasks that require work at close range, that require the exchange or sharing of material, or that involve exposed persons, the necessary personal protective equipment (masks and/or disinfectants) can be ordered and purchased from the Central laboratory service (SciMed Shop) or from the Miséricorde Material Centre (Economat). For opening hours, see the respective websites.

D. Staff

In agreement with the supervisors/heads of units/groups, teleworking may continue to be used for activities that can be carried out remotely. Where necessary and/or appropriate, a presence on university premises is possible, particularly for activities which require physical presence. It is the responsibility of supervisors / heads of units/groups to draw up attendance and prevention plans for their own employees, for which they are responsible. The general rules as well as the rules for persons at risk must always be respected (see the document “General rules on prevention” published on the website).

It is also recommended that the following principles be observed:
- Occupation of usually one of two workplaces (desks, studio) to ensure a distance of 1.5 meters;
- Alternating presence of the people working in a given space, always keeping the same groups to limit the contact between people;
- Staggered working hours to avoid peak times;
- For tasks that require work at close range, that require the exchange or sharing of material, or that involve exposed persons, the necessary personal protective equipment (masks and/or disinfectants) can be ordered and purchased from the Central laboratory service (SciMed Shop) or from the Miséricorde Material Centre (Economat). For opening hours, see the respective websites.
E. Opening of the premises

The university buildings are open according to the regular schedule (*Opening hours of the buildings*).

F. Special offers

F.1 Libraries

The activities and services of the libraries will be successively expanded, with a special regime being set up to take account of the rules and preventive measures as well as the distance requirements. Lending is again possible in accordance with the conditions set by each library. Detailed and up-to-date information can be found on the [library portal](#).

F.2 Public counters

The reopening of the university’s counters will continue to take place gradually and in accordance with needs. Regarding the current status and opening hours, please refer to the respective websites.

F.3 University restaurants and cafeterias

The university restaurants and cafeterias are open according to the schedule of the semester break. For details of opening hours, please refer to the respective websites.

F.4 University Sports

In the **sports halls** of the University of Freiburg guided trainings are allowed. An online registration is required to attend all lessons. The cloakrooms and showers will be opened successively. Details can be found on the [website](#) of the University Sports Office.  
In addition, the **Pérolles** and **Regina Mundi gyms** can be visited in compliance with the hygiene measures prescribed by the Federal Office of Public Health (FOPH) and after online reservation of the training time. (Due to extension work, the Miséricorde gym will again be available from the end of July 2020). The full range of courses on offer and details of the individual courses can be found on the [website](#) of the University Sports Office.

F.5 University nursery

The nursery has been open again since 11 May 2020.

G. Internal meetings at the university
It is possible to organise presence meetings, provided that distance and hygiene regulations are observed and attendance lists are kept. If the minimum distance of 1.5 metres cannot be maintained, the person responsible for the meeting must take adequate protective measures.

However, it is recommended to limit the number of such meetings and to organise meetings preferably through the MS teams application. Access to MS Teams is via the corresponding page of the IT Services Catalogue (in French or German) or by logging in directly to teams.microsoft.com with your University ID (e-mail address @unifr.ch and password).

H. Travel

For travel, it is recommended to follow the guidelines and recommendations of the Federal Department of Foreign Affairs (DFA).

I. Event organisation

Events (in particular meetings, conferences, colloquia, further training courses, other events with external participants) are in principle permitted up to a maximum number of 300 participants, provided that a protection concept is drawn up and a list of participants is established. Events with more than 300 up to a maximum of 1000 persons are subject to approval. Applications should be sent to sante@unifr.ch.

The prevention measures issued by the Federal Council as well as the recommendations and protective regulations of the Confederation must be followed.

For events that take place on the university campus, a room reservation (or, for those rooms that are managed decentrally, a notification) to the university room administration (locauxmis@unifr.ch) is mandatory.

Freiburg, 23 June 2020

Astrid Epiney,
Rector