

## **Guidelines of the Rectorate of 29 October 2020 (status on 27 September 2021) on prevention and a protection concept with a view to minimising the risk of COVID-19 transmission**

### **The Rectorate of the University of Freiburg**

*Based on Article 36(2) of the University Act of 19 November 1997 and Article 65(b) of the University Statutes of 4 November 2016*

*Based on the Ordinance of the State Council of 14 September 2021 on the COVID-19 certificate requirement for study at higher education institutions*

*Based on the guidelines of the State Council of 21 September 2021 on the provisions derogating from the regulations concerning the personnel of the State during the coronavirus period*

*Considering the situation in Switzerland and the decisions of the competent authorities in relation to COVID-19*

*In an effort to minimise the risk of transmission of COVID-19*

### **adopts the following guidelines**

#### **A. In general**

1. All members of the university community shall observe the **officially mandated protective measures** ordered by the authorities (e.g. hygiene measures, minimum distance rules and wearing masks in accordance with point 4) and follow the **recommendations of the responsible authorities**. In particular, the [measures and ordinances of the Federal Office of Public Health \(FOPH\)](#) must be observed.
2. All members of the university community, within their **area of responsibility, shall contribute to minimising the risk of COVID-19 transmission on the university premises**.

3. All members of the university community are strongly recommended to install the **Swiss-COVID app**.
4. (1) In all university buildings [homologated masks](#) must be worn in accordance with the specifications of the Federal Office of Public Health, even if the minimum distance can be maintained.  
(2) The obligation to wear a mask does not apply in rooms where only one person is present and in situations where wearing a mask makes teaching (cf. point 7) considerably more difficult.  
(3) The obligation to wear a mask shall also not apply in premises where only persons holding a valid COVID 19 certificate are present. However, the wearing of the mask may only be waived if the validity of the certificates of all persons present has been checked beforehand.  
(4) Furthermore, the obligation to wear masks does not apply to persons who can prove that they are unable to wear face masks for medical reasons; proof is required in the form of a certificate from a specialist who is authorised to exercise the profession under his or her own professional responsibility in accordance with the Medical Professions Act of 23 June 2006.
5. Persons with **COVID-19 symptoms**, as well as persons living in the same household as or having had close contact with a person with COVID-19 disease and who have not been vaccinated against COVID-19 or are not considered to have recovered from infection with Sars-CoV-2, are **not allowed to enter the university premises**, in accordance with the official recommendations regarding FOPH's [What to do in the event of symptoms and possible infection](#).
6. If, in accordance with these guidelines, access to certain events or activities is restricted to persons holding a valid **COVID 19 certificate**, compliance with the relevant obligation **will be checked** in an appropriate manner. The security personnel and the person responsible for the event or activity in question, as well as their assistants, are authorised to carry out the checks.
  - 6A. Any person who does not hold a valid COVID 19 certificate and who unauthorisedly attends events or activities to which only persons holding a valid COVID 19 certificate are admitted, or who disregards the obligation to wear a mask in accordance with point 4, is in breach of the University Regulations. In this case, the Rectorate shall take **disciplinary measures** in accordance with Art. 11c of the Law of 19 November 1997 on the University.
  - 6B. Persons who can prove that they cannot be vaccinated **for medical reasons shall be exempt from the obligation** to present a COVID 19 certificate; proof shall be furnished by a certificate issued by a specialist authorised to exercise the profession under his or her own professional responsibility in accordance with the Medical Professions Act of 23 June 2006.
  - 6C. The provisions of the cantonal **personnel law** remain reserved.

## ***B. Courses, exams and further training***

7. (1) **Courses** are generally held in attendance form. Access to these courses is permitted to those persons who have a valid COVID 19 certificate. Clause 8A remains reserved.  
(2) As usual, teaching materials are provided and/or designated for all courses. These are adapted accordingly in the case of distance learning.
- 7A. Only persons with a valid COVID 19 certificate are admitted to the **other classroom events and activities** in the field of teaching and research (e.g. excursions for teaching and/or research purposes, practical work, laboratory activities).
8. For the **examinations**, the [Rectorate's guidelines of 12 October 2020](#) (in French) on the conduct of examinations and other proof of performance to be provided shall be decisive. Details can be found on the websites of the faculties [SciMed](#), [Lettres](#), [IUS](#), [THEO](#), [SES](#). The premises in which the examinations take place may only be filled to two-thirds of their capacity, unless they are occupied only by persons holding a valid COVID-19 certificate. The validity of the certificates of all persons present must be checked beforehand.
- 8A. The Rector may, if necessary with the prior consent of the Dean of the Faculty concerned, grant **exemptions from the COVID 19 certificate requirement** for important reasons for events and activities as defined in points 7 and 7A. In this case, the premises in question may be filled to no more than two-thirds of their capacity.
9. For **continuing education** activities, paragraphs 7 and 8 apply mutatis mutandis. In deviation from these, the organisers may also admit persons without a COVID-19 certificate to such activities. In this case, the premises in question may be filled to no more than two-thirds of their capacity; in addition, seating is compulsory, with an equivalent distance between seats wherever possible. The maximum number of persons attending is 30; they must be known to the organisers.
10. *[Repealed]*

## **C. Staff and research**

11. **Teleworking is recommended** if the nature of the activity allows it. The direct superiors/responsible persons of the organisational units define for the employees reporting to them the form in which the activities are carried out (teleworking or presence on site), in compliance with the health protection measures. Employees who are particularly at risk (supported by a medical certificate on request) carry out their work at home.
12. It is incumbent on the supervisors or heads of the units/groups to draw up attendance and **prevention plans** for their own staff and other persons (especially students), for which they are responsible and which comply with the general requirements (cf. A.).

## **D. Special offers**

### **I. Libraries**

13. The activities and services of the libraries, which require a stay on the premises of the libraries, are reserved for those persons who have a valid COVID-19 certificate. Detailed and up-to-date information can be found on the [library portal](#).

## ***II Public counters***

14. The university counters are generally open according to the regular schedule. For the current status and opening hours, please refer to the respective websites.

## ***III. University restaurants***

15. Persons aged 16 and over are only permitted access to the university restaurants and cafeterias if they have a valid COVID-19 certificate. Please consult the university restaurants [website for details of opening hours](#).

## ***IV. Other catering***

16. At **aperitifs** inside the buildings, all participants must have a valid COVID-19 certificate. This requirement does not apply to aperitifs outside. The hygiene measures and the minimum distance rules (see A.) must be observed.
17. **Coffee breaks** at meetings and other events may be held inside the buildings with a maximum of 30 participants, whereby seating is compulsory. This limit does not apply in the **outdoor** area. The hygiene measures and the minimum distance rules (see A.) must be observed.
- 17A. Coffee breaks inside attended exclusively by persons holding a valid COVID-19 certificate, the maximum number of participants permitted under number 17 shall not apply, provided that the validity of the certificates of all persons attending is verified.

## ***V. University Sports***

18. Information about the **sports offer** is available on the [website](#) of the University Sports Service. Indoor sports activities are restricted to persons holding a valid COVID-19 certificate. This restriction does not apply to activities carried out on a regular basis within the same group of up to 30 people, registered with the organiser, in separate rooms equipped with effective ventilation.
19. Information about the opening of the University's fitness rooms can also be found on the Sports Service [website](#). Access to the fitness rooms is only permitted to those persons who have a valid COVID-19 certificate.
- 19A. The Rector may, if necessary with the prior consent of the Dean of the Faculty concerned, grant exemptions from the COVID 19 certificate requirement in accordance with points 13, 15, 18 and 19 for important reasons.

## ***E. Internal meetings at the university***

20. **Outdoor meetings** or events in attendance form with more than 1000 people are prohibited unless a certificate is required. Less restrictive regulations of the Federal Council or the Council of State remain reserved.
21. (1) The organisers of **internal meetings** or indoor face-to-face events may stipulate that only persons holding a valid COVID-19 certificate may participate in them. In this case, they shall ensure that persons employed by the University who do not hold a COVID-19 certificate may participate online.  
(1a) Internal meetings involving both persons with a valid COVID-19 certificate and those without a certificate shall be conducted online as far as possible.  
(2) If internal meetings or events in face-to-face form in indoor rooms are not restricted to persons with a valid COVID-19 certificate, the rooms in question may be filled to no more than two-thirds of their capacity. In addition, seating is compulsory, whereby one seat must be kept free in addition to two occupied seats, if possible, or an equivalent distance must be maintained between the seats. The maximum number of persons attending on site is 30; they must be known to the organisers. The restriction on the maximum number of persons attending does not apply to meetings of university bodies and commissions that cannot be postponed.
22. Clause 20 applies accordingly to events in which external persons participate. At indoor face-to-face events attended exclusively by external persons or external persons and members of the university community, all participants must have a valid COVID-19 certificate.
23. *[Repealed]*

## **F. Travel**

24. With regard to business trips, it is recommended that these should be **limited** as far as possible and that they follow the [guidelines and recommendations](#) of the Federal Department of Foreign Affairs (FDFA).

## **G. Hygiene and mobility on university premises**

25. The Equipment and Logistics Service (SELOG) ensures **suitable hygiene and cleaning measures** (provision of disinfectants, regular cleaning and disinfection, adequate information signs, etc.) and implements an appropriate concept.
26. The Equipment and Logistics Service (SELOG) shall take appropriate measures to ensure **orderly and distanced public traffic** on the university premises and shall implement an appropriate concept (separate entrances and exits, signalling, etc.).
27. *[Repealed]*
28. All members of the university community and all visitors to the university buildings must **observe the signs** and instructions (e.g. regarding **regular ventilation** of the premises).

29. The **university buildings are open at their usual times**. We reserve the right to decide otherwise if the situation so requires.

## ***H. Prevention and information***

30. The Rectorate (in particular the Health and Security Unit in cooperation with Unicom) shall, in close cooperation with the faculties and bodies, ensure that appropriate measures are taken to **prevent illness, to raise awareness and to inform** university staff, particularly as far as hygiene and rules of conduct are concerned.

## ***I. Competent authority***

31. The **Rectorate**, supported by the Health and Security Unit ([sante@unifr.ch](mailto:sante@unifr.ch)), is responsible for the preventive and protective measures in connection with COVID-19.

## ***J. Entry into force and duration***

32. These Directives will enter into force on 2 November 2020.
33. They are valid until revoked and can be supplemented or modified as required (last amended on 4 November 2020 [points 5, 11, 19 and 20], on 11 January 2021 [points 4, 15, 17 and 18], on 15 January [points 4, 11, 14, 20 and 29], on 25 January 2021 [repeal of point 10], on 25 February 2021 [points 15 and 29], on 19 March 2021 [points 7 and 20], on 16 April 2021 [points 4, 7, 18 and 19], on 27 May 2021 [points 7, 8 and 20], on 31 May 2021 [points 7A and 16], on 28 June 2021 [points 4, 6, 7, 8, 11, 13, 15, 16, 17, 18, 20, 21, 23, 24], on 18 August 2021 [points 5, 7, 7A, 9, 16, 17 and 27], on 13 September 2021 [points 1, 4, 6, 6A, 6B, 6C, 7, 7A, 8, 8A, 9, 13, 15, 17A, 18, 19, 19A, 20, 21] as well as on 27 September 2021 [points 16, 17A, 21 par. 1a, 22]).
34. The Guidelines of the Rectorate of 12 October 2020 (as of 18 October 2020) on prevention and protection to minimise the risk of COVID19 transmission are repealed by the present guidelines.

Fribourg, 29 October 2020 / 4 November 2020 / 11 January 2021 / 15 January 2021 / 25 January 2021 / 25 February 2021 / 19 March 2021 / 16 April 2021 / 27 May 2021 / 31 May 2021 / 28 June 2021 / 18 August 2021 / 13 September 2021 / 27 September 2021

**Astrid Epiney**  
Rector