

# Corona traffic light status: **YELLOW**

1/3

## 1. Corona traffic light system

- Moderate increase of infections. Increased caution is necessary.

## 2. Accessing and staying in university buildings

- All persons staying in university buildings must follow the hygiene regulations and make sure that contact tracing is possible.
- Avoid forming crowds in rooms or anywhere else in the university. Always comply with maximum attendance regulations.
- Visitors (incl. library users) register at the porter's lodge upon arrival.
- Staff cards are activated. Administrative staff is registered through the time tracking system.
- Teachers' and students' access cards are activated 24/7. Register with your key card: It must be read at least once upon entering the building.
- You can access the studios, labs and workshops (for which you have access permission) just like before the introduction of corona-related restrictions.
- Students' key cards are activated after confirming compliance with the Covid-19 prevention regulations on ufg-online.
- Students contribute to reducing the risk of infection by using workshops and studios only on days when the rooms are not already reserved for regular classes.

## 3. Classes

- If infection numbers rise, all teachers are requested to increase the distance learning parts of classes as possible.
- For this case, all teachers should prepare distance learning phases for all their classes. Guide number: Approximately 70 % of classes should be attended physically.
- Students who are part of an at-risk group should receive the opportunity to participate in classes remotely or to make up for missed appointments at a later point in time.

## 4. Examinations

- Examinations can be held in compliance with hygiene regulations.
- Where hygiene regulations cannot be followed, 'distance examinations' will be held.
- Students who are part of an at-risk group should receive the opportunity to take a remote examination or to take a regular examination at a later point in time.

# Corona traffic light status: **YELLOW**

2/3

## 5. Library

- Lending services and the reading room are available.
- Maximum access number: 15 persons.
- Guests are required to register at the porter's lodge at Hauptplatz 8.

## 6. Events

- Any events involving external guests can only take place in compliance with the safety concept.
- Events without external guests may take place in compliance with maximum room occupancy and hygiene regulations. Depending on attendance and programme, strictly internal events may require a safety concept as well.

## 7. Mobilities

- Excursions should only take place in duly justified cases – and only in Austria.

## 8. Administrative staff

- **Home-work**
  - Home-work is encouraged if tasks and responsibilities allow it. Individual needs must be taken into account. Details must be agreed between the supervisor, the rectorate and the affected employee.
  - Exception: at-risk persons. Their individual needs must be taken into account. At-risk persons are asked to notify the HR department in order to create digital access (home office) in consultation with a supervisor and the rectorate. Procedures concerning home-work time-tracking must be determined.
  - Employees' potential care responsibilities must be taken into account. Colleagues with (pandemic-related) increased care duties are asked to notify the HR department in order to find a suitable solution in consultation with a supervisor and the rectorate.
- **Personal service hours** are possible by appointment only – in compliance with hygiene regulations.

## 9. At-risk groups and persons with care responsibilities

- At-risk groups are defined here:  
[https://www.ris.bka.gv.at/Dokumente/BgblAuth/BGBLA\\_2020\\_II\\_203/BGBLA\\_2020\\_II\\_203.html](https://www.ris.bka.gv.at/Dokumente/BgblAuth/BGBLA_2020_II_203/BGBLA_2020_II_203.html)
- A medical certificate must be submitted.

# Corona traffic light status: **YELLOW**

3/3

## 10. Instructions for (suspected) cases of infection

- **If symptoms occur at university:**
  - Patient calls 1450
  - If severe symptoms occur (difficulty in breathing, high fever,...), the patient or an immediate contact person calls 144
  - Inform the rectorate (Daniela Grogger: 0732 7898 2220, daniela.grogger@ufg.at)
  - Isolate the patient immediately, give them mouth and nose protection, disinfect hands (use disinfectants or wash hands with soap).
  - Follow medical instructions (given by doctor/health authorities).
- **If symptoms occur at home:**
  - Contact the AGES coronavirus hotline (0800 555 621) for general questions.
  - Patient calls 1450 in a suspected case of infection.
  - If severe symptoms occur (difficulty in breathing, high fever,...), the patient or an immediate contact person calls 144
  - Patient informs university (Daniela Grogger: 0732 7898 2220, daniela.grogger@ufg.at)
  - Patient self-isolates, makes a list of all recent personal contacts (if possible, including phone numbers and addresses).
  - Follow medical instructions (given by doctor/health authorities).
- **Confirmation of a coronavirus infection:**

If an infection has been confirmed:

  - Patient informs university (Daniela Grogger: 0732 7898 2220, daniela.grogger@ufg.at).  
In severe cases, municipal or state health authorities inform the university.
  - Follow official instructions (municipal or state health authorities).

**Please mind the general regulations as defined  
in the COVID-19 prevention measures!**