

**Supplementary risk assessment form D4-1.1: Risk of contact with SARS-CoV-2 through courses or exams held on campus**  
**Risk assessment pursuant to Section 5 of the Arbeitsschutzgesetz (Act on the Implementation of Measures of Occupational Safety and Health)**

Version: 26 May 2021

The risk assessment applies to **on-campus courses and exams** and is intended as a supplement to existing risk assessments.



**Degree course** \_\_\_\_\_

**Course/exam** \_\_\_\_\_

**Professor/instructor**

|   |   |
|---|---|
| For courses or exams that require the joint on-campus attendance of students and instructors pursuant to Section 22 of the Hamburg Covid-19 Containment Ordinance   | Frequency of course   |
| <input type="checkbox"/> Teaching-learning sessions for first- and second-semester students intended to enable their institutional and personal orientation at the university and the organisation of study groups<br><input type="checkbox"/> Small-group teaching sessions intended to facilitate intensive academic discussion<br><input type="checkbox"/> On-campus exams | <input type="checkbox"/> Weekly<br><input type="checkbox"/> Bi-weekly<br><input type="checkbox"/> On: ..... |

|   |                               |
|---|-------------------------------|
| <b>Building</b>   | <b>Room number</b>            |
| <b>Room capacity based on corona-related restrictions</b> | <b>Number of participants</b> |

**Objective of the risk assessment and of the action to be taken as a consequence of the risk assessment**

Avoiding transmission of SARS-CoV-2 and breaking chains of Covid-19 infection.

**Documentation and storage of risk assessment**

Once the risk assessment is conducted and those in attendance at the course have been informed of the action required of them and issued with corresponding instructions, the signed risk assessment form shall be placed on file by the instructor, who shall additionally send a copy to the department head.

**Obligatory protective and hygiene measures for on-campus courses and exams**

- All participants must have completed a coronavirus test before the beginning of the teaching session.
- Participants must follow the regulations contained in the HAW Hamburg Framework Hygiene Plan (<https://www.haw-hamburg.de/en/university/coronavirus-updates/>).
- Minimum physical distancing of 1.5 m must be maintained by all those present and there must be a minimum area of 10 m<sup>2</sup> per person.
- The number of participants does not exceed the maximum number of people permitted under the coronavirus-related restrictions (see notice on room of door). Additionally, no more than 50 participants are permitted in closed rooms.
- All participants must wear a medical mask (surgical or FFP2) at all times.
- All those present must use the hand sanitiser provided at the entrance to the building, or wash their hands thoroughly before entering the room.
- All those present must observe coughing and sneezing etiquette.
- If the room has a technical ventilation system, the windows must remain closed for the duration of the teaching session.
- If ventilation of the room relies on the windows and there is no technical ventilation system, the room must be aired out by opening all windows as wide as possible every 20 minutes (for 10 minutes in summer; for 5 minutes in spring and fall; for 3 minutes in winter).
- Participants' contact information will be collected via the 'darfichrein.de' app.
- Participants must notify the convenor immediately if they test positive for Covid-19 within 14 days of the teaching session.

The instructor will inform the students of the required measures before the on-campus course or exam begins. If the required protective and hygiene measures outlined above cannot be implemented, the course or exam cannot be held on campus.

Date

Professor/instructor signature