

## **Protection concept of the University of Bern for continuing education under COVID-19 (change as of 5 July 2021)**

The protection concept for continuing education at the University of Bern is the basis for face-to-face courses in continuing education being able to take place in the facilities and on the premises of the University.

Face-to-face courses in continuing education will take place when official requirements allow and only if the measures specified in this protection concept can be complied with.

### **Statutory basis**

- [Ordinance on Measures during the Special Situation to combat the COVID-19 Epidemic](#) of the Swiss Federal Council (818.101.26) of June 19, 2020 (status as of June 23, 2021)

### **Validity and responsibility**

The protection concept is valid for continuing education courses in accordance with Art. 1 Paragraphs 2 and 3 (excl. lit. c) [Regulations for continuing education](#) at the University of Bern.

Unless otherwise stated, the responsible body for the implementation of and compliance with the protection concept is the organizing body of the relevant continuing education opportunities. It is recommended that the implementation of this protection concept be documented in cooperation with the safety officer of the responsible organizing body.

The organizing body ensures that the measures of the protection concept are also adhered to if the face-to-face course is not taking place on its own premises (e.g. in seminar hotels, in companies etc.).

### **Protection concept**

#### **1. Obligation to inform**

Participants and lecturers are to be informed about the valid protection concept for continuing education, the rules of conduct and hygiene as well as the adapted choice of methods for continuing education before and during the course.

#### **2. Keeping your distance, limitation of persons per room and hygiene**

a. At the University of Bern, and thus in all continuing education courses (including those held externally), wearing masks is mandatory indoors. Lecturers do not have to wear masks during their course if they maintain a distance of 3 meters from the participants. The obligation to wear masks during face-to-face events taking place outdoors is suspended. There is no upper limit for the number of participants in continuing education courses. A general distance rule of 1.5 meters has to be observed. For courses in which seats are available, the seats have to be arranged or occupied in such a way that a seat or an equivalent distance is kept free between occupied seats. The equivalent distance is the distance that results from the omission of a chair in a row of chairs that is customary in the organisation concerned.

- b. Responsible and respectful conduct of all those involved is to be encouraged with the help of supporting structural framework conditions. The providers of the face-to-face courses are responsible for ensuring that posters, markings on the floor, especially in break situations, distances between chairs and explicit marking of any seats to be left free, etc. are displayed/adhered to.
- c. The Facility Management Office provides hand sanitizers in the entrance area of the buildings and will also provide sufficient waste bins.
- d. The Facility Management Office is responsible for the regular cleaning of surfaces, banisters, vending machines, restroom infrastructure and washbasins in the rooms and facilities of the University. The providers of the face-to-face courses are responsible for the regular cleaning and/or disinfection of other objects and equipment used by several people within the teaching setting (e.g. flipchart pens).
- e. The teaching rooms must be ventilated regularly (every 30-45 minutes) and extensively.
- f. For every course it is ensured that hygiene masks are available for special situations (person has forgotten hygiene mask)<sup>1</sup>.
- g. During breaks as well as in cloakroom situations, it must be ensured that the distance rules are observed in all activities, e.g. by using a staggering system.
- h. Catering is to be offered by official catering providers. The regulations and protection concepts of the catering providers apply. Otherwise, refreshments in the breaks (catering) are only allowed in the seminar rooms, and seating is mandatory. Joint breaks in the corridors are not allowed.
- i. The [Rules on conduct and hygiene issued by the FOPH](#) apply for everyone taking part in face-to-face courses.
- j. Activities with higher transmission risks must be avoided, for example activities with close interpersonal contacts or large numbers of people, such as diploma celebrations etc.

### **3. Measures to protect people at especially high risk and to exclude persons who are ill or who feel ill ([quarantine and isolation](#))**

- a. [People at especially high risk \(i.e. vulnerable persons\)](#) must be protected in accordance with specific protective measures; if this is ensured, access to events is possible.
- b. Participants and lecturers are reminded that persons who show individual COVID-19 symptoms or have been in close contact with infected persons are excluded from face-to-face courses.

### **4. Tracking participants**

Attendance lists must be kept for all continuing education courses. These can be destroyed one month after the particular course has taken place.

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<sup>1</sup> Hygiene masks are regarded as medical products and carry the CE mark. Type II or Type IIR masks are recommended.