Rules of Conduct and Hygiene Measures applicable at all locations of the St. Pölten UAS (1/2)

OBLIGATORY FOR EVERYBODY WHO IS PRESENT AT ONE OF THE UNIVERSITY LOCATIONS

In the Entrance Areas of the Buildings

- Controlled access ➤ keep your distance (at least 1 metre)
- It is recommended to wear a face mask in all areas of the UAS (except in offices under observance of a safety distance of 2 metres)
- After entering the building, immediately wash or disinfect your hands

In the Buildings

- Wash your hands multiple times a day
- Keep your distance (at least 1 metre)
- Observe hygiene measures (cover your mouth and nose with your elbows or a tissue when sneezing or coughing; observe respiratory hygiene measures; do not shake hands; do not touch your mouth, eyes or nose with your hands)
- Avoid gatherings of several persons
- The elevator may only be used by one person at a time

In Seminar Rooms, Labs and Lecture Halls

- Wash or disinfect your hands before entering
- Ventilate rooms regularly
- Keep your distance
Rules of Conduct and Hygiene Measures applicable at all locations of the St. Pölten UAS (1/2)

**In Offices**

- Only one person may be present in a small office
- Keep a minimum distance of 2 metres in all directions between occupied workplaces (except when floor-to-ceiling furniture is used as separation)
- Keep a distance of 2 metres during meetings/conversations
- Wear a protective face mask if:
  - the minimum distance cannot be maintained for short tasks/activities (please bring your personal mask)
  - you have contact with external persons or students
- Breaks, use of common areas (e.g. tea kitchen) – only one person at a time
- Always make sure to offer meetings online or, if necessary, use the remote meeting rooms and pay attention to the allowed maximum number of participants

**Cleaning**

- Cleaning services are carried out by the responsible cleaning company in compliance with the necessary COVID-19 hygiene measures

**Leaving the Building**

- Do not stay in the building longer than necessary and leave the university immediately after completion of your task, exam, exercise, etc.
Your health and the health of your colleagues/families/etc. is our top priority

Do not go to your workplace or enter any location of the UAS if you feel sick. If you have symptoms or are concerned about being infected with COVID-19, please stay at home, contact the health service hotline at 1450 and inform your supervisor.