FHNW Covid-19 protection concept

Applies from 18 October 2021¹

Due to the Covid-19 epidemic, the “special situation” as defined by the Epidemics Act of 28 September 2012 (EpG) has been in force in Switzerland since 19 June 2020. Based on the Epidemics Act, on 23 June 2021 the Federal Council enacted the current “Ordinance on Measures in the Special Situation to Combat the Covid-19 Epidemic”. The annex to this ordinance sets out the requirements for protection concepts.

This FHNW protection concept is based on the aforementioned requirements. The measures defined in the protection concept are intended to prevent the spread of the coronavirus (Covid-19), interrupt transmission chains and protect persons present on FHNW premises from infection. The protection concept is based on the sharing of responsibilities: the institutional responsibility of the FHNW and the individual, personal responsibility of all persons present on the FHNW campuses or performing mandated activities. In-person teaching for students and continuing education participants at the FHNW is permitted provided the following protective measures are observed. Staff have the option of working from home under the mobile-flexible working rules.

This document contains binding requirements, formulated by the President, regarding protective measures for the campuses and the schools/services. Appropriate account must be taken of the needs of those schools with multiple locations or specific campus circumstances when implementing the protection concept.

The directors of the schools and the VP Services are responsible for implementing the organisational protective measures described below at a school/services level (II).

The campus managers are responsible for implementing the spatial protection measures (see below) at the campuses (III).

I. Organisational principles at a FHNW level

1. Working from home

Working from home is possible within the framework of the regulations governing mobile-flexible working and must be discussed with line managers on a case-by-case basis.

Staff who need or want to work on campus are obliged to obtain a certificate in accordance with section 3.

In order to protect particularly vulnerable staff, the measures pursuant to Art. 27a of the Covid-19 Ordinance 3 must be observed.

2. In-person teaching

Degree and continuing education teaching at the FHNW is possible subject to compliance with the protective measures defined in this protection concept.

Course requirements completed outside the FHNW are governed by the regulations of the institutions where the courses are delivered.

¹ The FHNW is keeping a close eye on developments and adapting its protection concept as necessary.
3. Protective measures

3.1 Certification requirement

3.1.1 Basic principles

In order to support efforts across Switzerland and help stem the spread of the coronavirus pandemic while enabling as many students, continuing education participants and staff as possible to return to study and work in a safe environment, the FHNW has decided to introduce certification requirements at its campuses.

Students, continuing education participants, staff and visitors may only enter FHNW premises with a valid proof of a Covid-19 certificate or negative FHNW PCR test as per section 3.2 (hereinafter valid proof, see also section 3.1.3.

Foreign certificates are recognised in accordance with Art. 22ff. Covid-19 Ordinance certificates.
In consultation with the VP Services, the campuses check the valid proofs and grant access to the facilities according to their spatial circumstances.

Students, continuing education participants, staff and visitors are responsible for observing the protective measures on the FHNW premises.

The following persons are not permitted to enter FHNW premises, even with a valid proof:
- Persons with symptoms which could be caused by the Covid-19 coronavirus or who have tested positive for it (see the Federal Office of Public Health’s (FOPH) instructions regarding isolation).
- Persons living in the same household as, or having had close contact with, a person who is a confirmed Covid-19 carrier (see the FOPH’s instructions regarding quarantine) and who themselves are not vaccinated or have not previously had, and recovered from, Covid-19.

3.1.2 Protective masks

Protective masks must be worn in all public parts of FHNW buildings, including classrooms.

Lecturers are entitled to check the valid proofs of all participants in their class, etc. If all those participating in a class, etc. have a valid proof, the lecturer may waive the wearing of masks for the event in question with the consent of all participants.

Protective masks do not have to be worn in offices, studios or workshop if organisational measures can be implemented in a controlled manner.

3.1.3 Valid proofs

Valid proof for access to FHNW premises are Covid-19 certificates according to the Covid-19 Ordinance – Certificates as well as proof of a negative FHNW PCR test as per section 3.2.

3.2 Testing and costs

The FHNW offers its students and staff a PCR test for accessing FHNW premises.

These FHNW tests are offered to students free of charge until further notice.
The costs for all other tests are to be borne by students themselves.

According to the FOPH, the Confederation will cover the costs of tests performed in lieu of certification in the case of students unable to be vaccinated for medical reasons.
Continuing education participants do not have access to the tests offered by the FHNW. They must bear the costs of any tests.

According to the FOPH, the Confederation will cover the costs of tests performed in lieu of certification in the case of continuing education participants unable to be vaccinated for medical reasons.

In respect of its staff working on the premises, the FHNW will cover the costs of tests performed.

### 3.3 Sanctions

Only persons with valid proof of identity may access FHNW premises. If access is gained without valid proof or if persons refuse to wear a protective mask, they will be immediately removed from the premises of the FHNW.

In addition, measures under employment law may be imposed on staff and disciplinary measures imposed on students (in accordance with the schools’ Study Regulations of universities) and continuing education participants (in accordance with the schools’ Continuing Education Regulations). The following disciplinary measures relate to students and continuing education participants:

- Reprimand,
- Temporary or permanent limitation of usage rights, or
- Temporary or permanent exclusion.

### 4. Alternative modalities

Where possible, students and continuing education participants are provided with online alternatives to in-person teaching.

### 5. Business and study trips

Business and study trips within Switzerland are permitted, subject to compliance with the protective measures. Business and study trips abroad should be avoided if possible. If trips abroad are unavoidable, the recommendations of the Federal Department of Foreign Affairs must be observed.

### 6. Social events with third parties

Social events involving the presence of third parties are permitted provided that the Covid-19 certification requirement is observed. It is the responsibility of the organisers to ensure compliance with the certification requirement.

### 7. Libraries

The libraries are open to members of the FHNW and visitors with Covid-19 certificates.

### 8. Sports/recreation

The special protection regulations for sporting events governed by the Covid-19 “Special Situation” Ordinance apply to the FHNW’s leisure/sport offerings conducted on its premises.
9. Campus restaurants/canteens

The campus restaurants and canteens are subject to the provisions governing gastronomy.

10. Information

‘Inside FHNW’ provides information on the applicable rules of conduct in German and English.

11. Responsibilities

Overall responsibility for implementing the protection concept lies with the President. The directors and campus managers are responsible for its implementation at the schools and campuses respectively.

To ensure the coordinated implementation of any requirements of the sponsoring cantons, the contact person for the authorities of the sponsoring cantons is the head of the Crisis Unit/FHNW General Secretary. The directors and the VP Services keep the head of the crisis management team informed about situations relating to Covid-19.

12. Exceptions to the protection concept

This protection concept does not apply to the FHNW Academy of Music. Due to the special situation on the campus of the City of Basel Music Academy, special regulations apply.

II. Organisational protective measures at a school/services level

In order to implement the organisational principles at an FHNW level, the schools/services may implement further organisational measures to protect staff, students and participants in continuing education.

III. Spatial protection measures at the campuses

The campus managers have implemented the following spatial protection measures:

Hand hygiene
- Ensuring the availability of soap and disposable hand-drying material
- Provision of hand sanitizer stations according to room type

Cleaning
- Periodic cleaning of door handles, handrails, lift buttons, WC facilities
- Periodic cleaning of surfaces touched by several people

Ventilation
Where possible, rooms should be ventilated regularly.

Issued by the Vice President for University Development on 30 September 2021
Applies from 18 October 2021
(replaces the protection concept of 28 June 2021)