

3G (tested/vaccinated/recovered) access restrictions and verification at Rhine-Waal University of Applied Sciences

Valid from 24 November 2021, as amended
(significant changes are highlighted)

Building access at Rhine-Waal University of Applied Sciences is restricted to people with valid proof of 3G status. Attending an indoor event at Rhine-Waal University of Applied Sciences requires proof of immunisation or a negative test, which must be verified at least on a random basis before attendees may enter the building or participate. **Employee's proof of 3G status will be checked and documented in the workplace.**

1. Reasons and justification

The Coronavirus Prevention Ordinance (CoronaSchVO) of North Rhine-Westphalia decrees that public gatherings, including those falling under Article 8 of the Basic Law, but in particular indoor events at education institutions, must be restricted to immunised or tested persons only (refer to § 4 (2) no. 1 CoronaSchVO).

The most recent amendment to the federal Infection Prevention Act (IfSG) has introduced new obligations for Rhine-Waal University as an employer. In accordance with § 28b (1) of the Infection Prevention Act, employers and employees must carry with them proof of vaccination, recovery or a negative test when entering the workplace.

In the case of in-person event, proof of vaccination, recovery or test must be verified at least on a random basis by the persons responsible (or designated representatives) at building access points.

As a result, those wishing to attend in-person teaching must provide both proof of 3G status as well as an official form of government ID, and both documents must be shown to the verifying person upon request (refer to § 4 (5) CoronaSchVO).

Anyone who cannot or refuses to display the necessary proof of 3G status and an ID must be excluded from the event (refer to § 4 (5) CoronaSchVO).

2. Events

An event within the meaning of the Coronavirus Prevention Ordinance is defined as “a temporally or locally limited occurrence with a predefined goal or intention and a responsible organiser, which is open to a specific group of people who participate either as contributors or attendees” (refer to § 2 (9) CoronaSchVO).

Access to indoor events at Rhine-Waal University of Applied Sciences occurring in the public space are restricted to immunised persons and tested persons only. An event is considered to occur “in public space” when the wider public at HSRW or the general public cannot be excluded.

“Indoor events” at Rhine-Waal University of Applied Sciences thus include, in particular:

- in-person teaching
- in-person examinations
- events related to research projects
- official meetings with external participants
- events and gatherings related to University Sports and Music, provided they are open to the public
- committee sessions, provided they are open to the public
- events organised or hosted by external parties

3. Access restrictions

Employees and lecturers

Employees and lecturers are not permitted to enter campus buildings of Rhine-Waal University of Applied Sciences without proof of 3G status (proof of vaccination, recovery or a negative test). Verification should be organised such that 3G status is checked seamlessly and efficiently before entering the workplace. When verifying negative tests, the focus is on the period of validity. For unvaccinated/non-recovered employees, access to the workplace requires a daily negative test that is also verified daily.

Once employers have verified and documented that an employee is vaccinated or recovered, they may be exempted from daily checks. This information can also be stored by Rhine-Waal University, but strictly on a voluntary basis and with a corresponding consent form.

To show you are an employee, you can present your key fob to the verifying person.

Home offices are not considered workplaces within the meaning of § 28b of the Infection Prevention Act, thus employees working exclusively from home are not required to present proof of 3G status.

Students

Indoor events are restricted to those who are immunised or who have a recent negative test (refer to § 4 (2) no. 1 CoronaSchVO). Access to buildings where in-person events are predominately being held is restricted to those with proper proof of 3G status (refer to § 8 (1) sent. 2 Coronavirus Epidemic Ordinance for Universities).

To simplify the verification process, building access will be restricted to the following areas. Adjacent buildings can be accessed via connected walkways and bridges.

Kleve Campus	Building access points:
Building 1	1
Building 3	2+3
Building 2a	2a
Building 5	5-9
Building 10	10-13

Kamp-Lintfort Campus	Building access points:
Building 1	1
Building 2	2+3

4. Duty and responsibility to verify

Employees and lecturers

The Executive Board has delegated the duty to verify the 3G status of employees and lecturers to the heads of the organisational units. This verification process is outlined in the official instructions dated 22 September 2021. Deans are responsible for verifying the 3G status of their faculty's sessional lecturers.

Verification should be organised such that 3G status is checked seamlessly and efficiently before entering the workplace.

Students

In accordance with § 4 CoronaSchVO NRW, the person responsible for an event or their designated representative is obliged to verify participants' 3G status at least on a random basis beforehand. For in-person teaching and examinations, this responsibility falls to the instructor or the examiner. For all other in-person events, the inviting person is considered responsible for verifying the 3G status of attendees.

Employees from external companies

These employees must present their proof of 3G status either to Facility Management (campus security in Kleve / technicians and maintenance staff in Kamp-Lintfort) or to the contracting person at HSRW.

4.1 Centrally-organised verification for in-person teaching and examinations

Notwithstanding the aforementioned responsibilities, 3G status verification for in-person teaching and examinations will also be conducted by central university staff in order to relieve and assist the teachers themselves.

Verification points will be set up at access points to buildings used predominately for teaching and examinations. Visitors must show their proof of status and photo ID immediately upon request.

In addition to checks at building access points, random checks will be conducted within buildings by staff and external service providers.

Beyond these checks, teachers are still entitled to verify attendees' proof of 3G status on a random basis.

4.2 Acceptable forms of proof

The following forms of proof are acceptable for verifying 3G status (refer also to Guidelines for tested, vaccinated and recovered individuals ("3G" policy):

- a. Tested individuals must have a negative rapid antigen test from an official test centre. Printed and digital test results are accepted. Test results must be no older than 24 hours (CoronaSchVO NRW).
- b. Recovered individuals must have a positive PCR test result. Test results must be at least 28 days old, but may not be older than six months. "Recovered" status expires after six months, meaning a negative test or proof of vaccination is then required.

Recovered vaccinated individuals are considered fully vaccinated after their first vaccine dose. They must have a positive PCR test from at least 28 days ago, but in this case tests may be older than six months. In addition, they must also have a vaccination record that proves they were vaccinated at least two weeks prior.

- c. Vaccinated individuals must have proof of vaccination against SARS-CoV-2 that shows their final required dose was administered at least 14 days prior. Proof of vaccination can be printed or digital. Proof of vaccination against SARS-CoV-2 can be in German, English, French, Italian or Spanish and shown in an appropriate, official app (CoVPass, Corona Warn App etc.)

Individuals receiving a two-dose vaccine (e.g. Biontech/Pfizer, Moderna, Astrazeneca) must have had their second dose to be considered fully vaccinated. Only vaccines explicitly named by the Paul Ehrlich Institute are accepted:
www.pei.de/impfstoffe/covid-19

You are considered immunised if you are fully vaccinated, recovered or recovered / vaccinated.

In addition to your 3G proof, you must also carry with you and show upon request an official form of ID.

4.3 Steps of the verification process

Employers must ensure that proof of 3G status is verified before entering the workplace. Employers can delegate this responsibility to suitable employees or third parties, provided data privacy concerns are taken into consideration.

Employees and lecturers must report their 3G status in accordance with the official instructions dated 22 September 2021:

- deans must report to the president,
- professors, academic and non-academic faculty staff must report to their responsible dean or his/her designated representative,
- sessional lecturers must report to their dean,
- academic staff in central units must report to their line managers (*Fachvorgesetzte/r*),
- non-academic staff in central units must report to their line managers (*Fachvorgesetzte/r*).

Employees can access restricted buildings via their assigned key fob. If employees do not have access rights to a building via their key fob, they can enter through a central access point without additional verification by referring to their employee status, if necessary.

Students

Central access points have been set up for buildings used predominately for in-person teaching and examinations. These verification points are staffed by university employees who will verify students' proof of 3G status and ID on a random basis.

Kleve Campus	Access to:
Building 1	1
Building 3	2+3
Building 2a	2a
Building 5	5-9
Building 10	10-13

Kamp-Lintfort Campus	Access to:
Building 1	1
Building 2	2+3

- Other events

For all other events, i.e. other than in-person teaching sessions or examinations, a decentrally organised verification process for attendees must be arranged before entry. In accordance with the official instructions 22 September 2021, this means for employees:

- The person responsible for the event must report to their top-level manager (*Dienstvorgesetzte/r*).
- All other staff must report to the person or team responsible for the event.

The verification process must be organised and conducted by the event organisers themselves. Central support for the verification process can be requested by contacting the Occupational Safety team, ideally with at least 5 days' notice: arbeitssicherheit@hochschule-rhein-waal.de.

4.4 Using the CovPassCheck app to verify digital certificates

Proof of 3G status can be shown and verified on paper and digitally. When verifying digital forms of proof, the CovPassCheck app must be used exclusively, as it is the only app capable of reliably verifying digital Covid-19 certificates issued in the EU. The app also simplifies the verification process, as it can quickly scan and verify the presented documents.

Employees who will be verifying 3G status should download and install the app on their personal smartphones beforehand. The app is free and available in the App Store, Google Play and AppGallery. It was developed by the Robert Koch Institute (RKI) and funded by the German government. No personal data is stored when using CovPassCheck. For more information about the app, its usage and data privacy, please refer to the following website:

[CovPassCheck-App: Quickly verify digital COVID certificates issued in the EU \(https://www.digitaler-impfnachweis-app.de/en\)](https://www.digitaler-impfnachweis-app.de/en)

As compensation for the use of a personal smartphone in an official work capacity, staff can request a power bank from Rhine-Waal University.

4.5 Fast-track verification

All HSRW students and staff can request a security wristband with the HSRW logo if they are fully immunised against Covid-19 (either through a full vaccination course, recovered status, or recovered in connection with Covid-19 vaccination). Students can obtain wristbands via a central registration system in the campus test centres (Kleve: Audimax; Kamp-Lintfort: building 1). In addition to presenting proof of 3G status, requesting persons must also sign a consent form to confirm they are voluntarily requesting a wristband.

Wristbands allow you to participate in all in-person events without displaying proof of 3G status each time. Verification points will have specially marked fast lanes set up exclusively for wristband wearers to raise their hands and enter. Wristbands are securely fastened to arms and cannot be removed without destroying them. Thus they cannot be given to unverified third parties.

This fast-track verification process is open to everyone at Rhine-Waal University of Applied Sciences. Wristbands can be requested in the campus test centres every Monday, Wednesday and Friday from 07:00-10:00. Please note that waiting times can occur due to demand. Staff members can obtain wrist bands from the person to whom they must report their 3G status in the case of teaching and examinations (refer to the official instructions dated 22 September 2021). Wristbands can also be obtained from your top-level manager (*Dienstvorgesetzte/r*).

Consent forms will be archived by the occupational safety team and destroyed upon expiry of the validity period of the wristbands, i.e. by 28 February 2022 at the latest.

Recovered individuals must present a positive PCR test result. Test results must be at least 28 days old, but no older than six months. This status expires after six months. Thus recovered individuals cannot receive a security wristband unless their test results are valid until at least 28 February 2022.

5. General information

Notices about 3G requirements for **building access** and in-person events will be posted throughout campus. For example, AStA will assist with informing students, notifications will be posted on campus, and posts will be made in social media and on our homepage. Nevertheless, we strongly recommend that you explicitly refer to the 3G requirements when inviting students to in-person events as well as before each event/gathering.

Both instructors and students are requested to arrive at campus early to account for any delays at central access points. We recommend arriving at the access point at least 15 minutes before the event is scheduled to begin so no instruction time is lost for 3G verification.

Please note that entering restricted buildings without 3G verification constitutes a misdemeanour and is subject to civil penalties. In the event of unauthorised building access or refusal to comply with the instructions of verifying personnel, access to the building in question will be shut down until the matter is resolved. University administration reserves the right to take legal action in this case. **Employees who refuse to present proof of 3G status can face disciplinary consequences.**

The president and chancellor have authorised Occupational Safety staff to conduct additional, unannounced checks in indoor areas of campus. Employees are obliged to provide suitable proof of 3G status when requested to do so.

6. Validity

Notwithstanding the possibility of amendments to its underlying legal framework, these provisions on 3G access restrictions and verification are valid initially until 28 February 2022.