

## Regulations regarding face-to-face events and rules of conduct for students at HTW Berlin

Updates in RED

To protect against the transmission of the corona virus, the following rules of conduct must be observed by all students during face-to-face events:

1. It is **mandatory** to wear a protective **face mask** in **all** buildings.  
**Complete** coverage of both the **nose and mouth** is required.
2. **Wearing of a face mask is mandatory during any indoor activities / lectures or seminars.**
3. Pay particular attention to the **one-way systems**, especially in the stairwells. **Always** follow the correct direction.
4. **Wash your hands** thoroughly with soap and water or sanitise when **entering** the building and as often as possible. Sanitiser is provided in all washrooms.
5. **Avoid** touching your mouth, nose or eyes **without** washing or sanitising your hands first.
6. **Avoid** any physical contact with other people and always keep a **minimum distance** of 1.5 m at all times.
7. **Avoid** touching frequently used **objects** (e.g. door handles, pens when signing, light switches, etc). Wash or sanitise your hands afterwards.
8. The **minimum distance** must also be observed when using the **seating** in the hallways and foyers as well as in the library and canteen. Please leave at least one seat free **between** other people.
9. **Cough** into the crook of your arm, or **sneeze** into a tissue and **dispose** of this immediately.
10. The **HTW elevators** are only to be used in **exceptional circumstances** (e.g. for health reasons). Pay attention to the signs on the lifts.
11. **Do not** occupy any marked or blocked seats in seminars or laboratory rooms.
12. Please **sanitise** any objects used, like keyboards, mice, devices etc. before and after any use.
13. If you are showing **symptoms**, or are awaiting the **results** of a COVID 19 test, then you are strictly forbidden on campus, **unless** you have proof that your result was returned **negative**.
14. If you **have** tested positive for COVID 19, you **MUST** contact the HTW at [Sicherheitsingenieure@htw-berlin.de](mailto:Sicherheitsingenieure@htw-berlin.de)  
Simply state your test result, surname, first name and matriculation number.

**We hope you stay safe on campus, protect others and good luck with your studies!**