



Hygiene Policy

October 2020

To minimize the risk of infection the following hygiene regulations apply to the entire AWM site and in all AWM buildings:

- **Please do not enter the AWM building if you have any of the following symptoms: fever, dry cough, breathing problems, loss of taste/smell, sore throat, limb pain, etc.**
- Only employees, AWM students, registered seminar participants and registered visitors are allowed to enter the AWM. In order to track any infection chains, a **written registration/de-registration** with contact details is required. If not done in advance, please fill out the contact forms provided in front of the reception.
- **Please disinfect your hands when entering the AWM building** (additional disinfectants are available in all restrooms and the library). **Maintaining clean hands** is essential (by hand washing with soap for at least 30 seconds and/or using hand disinfectant).
- **Thank you for refraining from touching, hugging and no shaking of hands.**
- Please follow the “**coughing and sneezing etiquette**” (or cough in the crook of the arm, while turning away).
- Maintaining a **minimum distance of 1.50 m** is required everywhere.
- **Mouth-nose protection** or a mouth-nose cover must be worn in all public areas, especially in corridors and stairwells, also where the minimum distance of 1.50 m cannot be kept. It is also necessary to wear masks while seated in class.
- All seminar rooms are set up to guarantee the necessary safety distance. Please do not change the set up.
- **Please regularly air out the rooms** (shock or cross ventilation, tilt ventilation is not sufficient!).
- Make sure that there are not too many people in the library and in all of the lounge areas at any given time. There is enough space at the AWM, **please spread out.**
- **Only one person per restroom facility at a time, please.**

Food distribution and consumption takes place under following measures:

- Meals are served on ready-made plates, not buffet style.
- Please observe the one-way system in the cafeteria for serving food.
- Minimum distance must be observed and masks must be worn unless seated at a table.
- The dining room capacity is limited. Please use the dining areas throughout the house. All rooms are regularly ventilated.
- Eating utensils, as well as food and drink, may not be shared with others.
- Feel free to use the **kitchenettes** on each floor (one person at a time).