

Dear members of staff,

(members of staff who are not administered by UKSH, where 3G is already applied, following other processes)

As You will already know, from tomorrow on there will be **restricted access** to the University of Lübeck for all members of staff who do **not provide proof of their Covid-19-status (3G)**.

Together with the data protection officer and the staff councils, we have developed the following procedure, from which you can see how to prove Your Covid-19-status (3G).

1. prove Your status as vaccinated or recovered:

1. it can be stored for six months/its period of validity, so that a single submission is sufficient. With regard to the storage of data, please see the attached data protection information letter.
2. it must be submitted **until Friday, 26 November 2021, 10 a.m., before entering Your office for the first time.**
3. **digitally via CoronaWarnApp, CoronaCovPass-App, LucaApp or via Your vaccination card.** In addition to the QR Code or the vaccination sticker, it must state the **date of Your vaccination** or the start of the immunity (vaccination date plus 14 days).
4. is provided at the **BMF** (Biomedical Research Building, Building 67, next to the CBBM) in the **entrance area**. University staff will check and store Your proof.
5. **Wednesday, 24 November 2021, 6 - 10 a.m., Thursday, 25 November 2021, and Friday, 26 November 2021, 7 - 10 a.m.**

2. prove Your status as tested:

1. daily submission (in the case of work at place) by means of showing Your certificate to Your superior/Your superior`s deputy before entering the building
2. from tomorrow on You have to present it without demand
3. as of Friday, superiors of the personnel department will be informed of who is entering by means of a test

3. persons for whom there is no vaccination recommendation

1. provide proof of this to arbeitsbescheinigung@uni-luebeck.de
2. receive self-testing kits upon confirmation and document daily self-testing.

Please read the attached summary upon 3G on the job!

I must point out that these employer`s duties are to be taken seriously. It is a matter of federal law and is subject to fines. As employees, You are obliged to prove Your Covid-19-status.

You will receive further information about remote work and adapted Health Policies during this week.

From now on, **the obligation of using face coverings during lectures will be tightened**; it is **always** applied- except for lecturers who maintain the required distancing. There is no longer an exception after 3G control. Prof. Tantau will report on this and a few other items concerning teaching via Moodle.

I really do hope that these measures will contribute to stopping the growing infections and that we will soon be able to do without these instruments again.

Supplementary explanations:

- **Student/scientific assistants were already required to prove their Covid-19-status.** However, the validity period of a test was 48 hours. In accordance with the new Health Policies, this is shortened to a **validity of 24 hours**, as this adjustment is required in agreement with the state of Schleswig-Holstein. **The superiors will check the Covid-19-status during the work assignment.**

- **Visiting researchers and scholarship holders are also checked by the superiors** of their departments.

- Superiors **may document if the Covid-19-status has a longer validity (such as vaccinated or recovered)** and are bound by data protection (data protection sheet).

- the **documented proof of testing must be destroyed** (in case of all members of staff) **after its validity has expired (i.e. the next day)** in accordance with the data protection sheet

For any questions left, please contact coronavirus@uni-luebeck.de.

With best regards,

Sandra Magens