



Concept for the Protection against Infection of the BODENSEEFORUM KONSTANZ

- shortened version -

We, the BODENSEEFORUM KONSTANZ (BFK), are delighted to welcome you to our venue.

To ensure that your event will be a success for everyone we have summarized the most important points of our concept for the protection against infection in this handout. For questions, additions, or suggestions, please contact us: Your safety and health are very important to us!

The newest concept for the protection against infection can be accessed in the Media Center on the BFK's homepage at <https://www.bodenseeforum-konstanz.de/service/media-center>. According to the corona ordinance of the state of Baden-Württemberg, you, as the person responsible for the event, are obligated to submit a hygiene concept to the health department upon request; the (full version of the) concept for the protection against infection provides a good basis for this.

We have compiled the most important rules here:

1. You as the event organizer will appoint an authorized hygiene manager (HyB), who acts as intermediary between yourself as organizer, your guests, and us, the venue.
2. Access to the BFK is restricted due to the corona pandemic. The following persons are **not** allowed to enter the BFK:
 - a. Anyone who has had contact with a Covid-19 patient in the past 14 days.
 - b. Anyone who shows specific symptoms of the disease: loss of smell or taste, fever, or dry cough.
 - c. Anyone who has been to a risk area as declared by the Robert-Koch Institute in the past 14 days.
 - d. Anyone who is in an ongoing corona test procedure due to suspicion of infection.
3. Before entering the venue, a face mask (e.g. community mask) must be put on.
4. Hands must be disinfected, especially when entering the venue.
5. The minimum safety distance of 1.5 meters from all other persons not belonging to the same household must be kept. The BFK plans all processes, paths, and seats so that this distance can be kept within the venue at all times. Gatherings are to be avoided.
6. You as the organizer must be informed about all participants taking part in the event, and you must collect the data according to the corona ordinance of the state of Baden-Württemberg.
7. Access to the venue must be controlled by you, or rather your hygiene manager, at all times. In consultation with the BFK it is also possible to assign a staff member (e.g. a hostess) for this purpose or the access doors can be closed for external access.
8. You as the organizer are obliged to comply to the BFK's concept for the protection against infection and, if necessary, adapt the concept to the event.
9. It is your obligation to inform all participants and visitors about the rules and to control for compliance during the event.
10. In case of gross violations, the BFK will exercise its property rights.