Fact Sheet

Christmas and End-of-Year Events at UZH in 2021/2022 – COVID-19 Regulations

The end of 2021 at UZH continues to be impacted by the coronavirus pandemic. Nevertheless, we will still be holding Christmas and end-of-year celebrations (hereinafter referred to as “events”). This fact sheet summarizes the rules that apply to each type of event. It is mandatory for all organizers, contributors and participants to adhere to these rules. The organizer of each event is responsible for making sure that the rules are adhered to.

If you have any questions about this matter, please contact the responsible HR consultant in your Center of Competence.

1. General rules for every event:

Everyone participating in or contributing to an event must, at all times, observe the FOPH’s hygiene and behavior recommendations for combating the COVID-19 pandemic:

- Keep your distance.
- Wear a mask when required or when it’s not possible to maintain distance.
- Air out rooms several times per day.
- For events and meetings, stick to the maximum number of people allowed.
- Wash your hands thoroughly.
- Avoid shaking hands.
- Cough and sneeze into a tissue or the crook of your arm.

2. Overview of events and rules:

The following table is based on the Ordinance on Measures during the Special Situation to combat the COVID-19 Epidemic. (SR 818.101.26, status as of 25 October 2021)

Definitions: M = Mask requirement; UZH-CP = UZH COVID Pass; 2/3rd capacity limit for outdoor events = 2.25 m² per person
<table>
<thead>
<tr>
<th>Categories</th>
<th>Events exclusively for UZH employees</th>
<th>Events for UZH employees and externals**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participants/contributors as well as events with up to 1,000 people</td>
<td>No certificate requirement: M, when distancing isn’t possible (Art. 25 para. 1 and 2)</td>
<td>Certificate requirement (UZH-CP not valid) and strict entry controls (no spot checks!): specific safety concept for the event (Art. 15 para. 1)</td>
</tr>
<tr>
<td><strong>Events without catering</strong>, e.g. Christmas speech</td>
<td></td>
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<tr>
<td>Event on UZH premises</td>
<td>No certificate requirement: M, when distancing isn’t possible, max. 30 people known to the organizer, 2/3rd capacity, eating and drinking forbidden (Art. 14a para. 1)</td>
<td>Certificate requirement (UZH-CP not valid) and strict entry controls (no spot checks!): specific safety concept for the event (Art. 15 para. 1)</td>
</tr>
<tr>
<td>Indoor events not on UZH premises (no restaurant/bar)</td>
<td>No certificate requirement: M, when distancing isn’t possible, 2/3rd capacity limit, dancing not allowed (Art. 14 para. 1)</td>
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</tr>
<tr>
<td>Outdoor event (forest, lake, etc.) without seating requirement up to maximum 500 people, e.g. night walks with torches</td>
<td>No certificate requirement: M, when distancing isn’t possible, 2/3rd capacity limit, dancing not allowed (Art. 14 para. 1)</td>
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<tr>
<td><strong>Events with catering</strong>*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Event on UZH premises with catering (= externals such as ZFV and outside companies)</td>
<td>If catering staff is present during the event: Certificate requirement (UZH-CP not valid) and strict entry controls (no spot checks!): specific safety concept for the event (Art. 15 para. 1)</td>
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<tr>
<td></td>
<td>If catering staff only delivers and picks up the food: No certificate requirement, distancing must be observed (Art. 25 para. 1 and 2)</td>
<td></td>
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<tr>
<td></td>
<td>In an indoor area: Certificate requirement (Art. 12 para. 1 let. a)</td>
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<td>In an outdoor area: depending on the safety concept of the business (Art. 12 para. 1 let. b; request information in advance!)</td>
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<td>External event in restaurant/bar</td>
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<tr>
<td>Indoor event not on UZH premises (no restaurant/bar) with catering (= externals such as ZFV and outside companies) , e.g. dining in a forest cabin</td>
<td>If catering staff is present during the event: Certificate requirement (UZH-CP not valid) and strict entry controls (no spot checks!): safety concept to be requested from the organizer/landlord (Art. 15 para. 1)</td>
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## Categories

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<td>Outdoor event (forest, lake, etc.) without seating requirement up to maximum 500 people, with catering</td>
<td>No certificate requirement; distancing must be observed, 2/3rd capacity limit, dancing not allowed (Art. 14 para. 1)</td>
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## Events with self-service catering***

| Event on UZH premises | No certificate requirement; distancing must be observed (Art. 25 para. 1 and 2) | Certificate requirement (UZH-CP not valid) and strict entry controls (no spot checks!): specific safety concept for the event (Art. 15 para. 1) |
| Indoor events not on UZH premises (no restaurant/bar) | No certificate requirement; distancing must be observed (Art. 25 para. 1 and 2) Safety concept to be requested from the organizer/landlord (Art. 15 para. 1) | Certificate requirement (UZH-CP not valid) and strict entry controls (no spot checks!): Safety concept to be requested from the organizer/landlord (Art. 15 para. 1) |
| Outdoor event (forest, lake, etc.) without seating requirement up to maximum 500 people | No certificate requirement; distancing must be observed, 2/3rd capacity limit, dancing not allowed (Art. 14 para. 1) | No certificate requirement; distancing must be observed, 2/3rd capacity limit, dancing not allowed (Art. 14 para. 1) |

## Use of transportation

| Public transportation | M, no certificate requirement (Art. 5) | M, no certificate requirement (Art. 5) |
| Rented transportation (e.g. minivan) | No certificate requirement; M, when distancing isn’t possible, safety concept to be requested from the rental agency | No certificate requirement; M, when distancing isn’t possible, safety concept to be requested from the rental agency |
| Private transportation | No certificate requirement; M, when distancing isn’t possible, adhere to vehicle owner’s requirements | No certificate requirement; M, when distancing isn’t possible, adhere to vehicle owner’s requirements |

** For externals, the special case of the “regular group” can apply. This means a group of up to 30 people who regularly interact with one another and who are known to the organizer (Art. 14a para. 1). Indoor events for “regular groups” can forgo the certificate requirement as long as the following conditions are met (Art. 14a para. 1):
- Maximum limit of 30 people
- The organizer knows everyone in the group
- 2/3rd capacity limit (for indoor events = maximum number of people in relation to number of seats in the room)
- Mask requirement and distancing where possible
- Eating and drinking not allowed

*** For events in indoor spaces at UZH that are catered by external companies or that have self-service catering, the following rules from UZH Event Management apply:
- Align with Event Management in advance about delivery (arrival, parking options, etc.)
- Tables can be requested via Event Management if needed
- No using electrical devices, portable stoves (gas) or candles in public spaces
- There should not be any storage or preparation space in the catering zones
- Only decorations made out of low flammability RF2 material are allowed
- Please ensure that all trash is removed and disposed of
- The catering space must be tidied back into its original condition by the end of the booked time slot