

## User Operation at European XFEL during COVID-19 Pandemic V. 8.0 - 31 March 2022

### 1. Before your beamtime

During the current user run, a limited number of participants in experiments is allowed to access the EuXFEL campus after previous authorization.

- a) Authorization can be given based on minimum requirement for presence on campus during the experiment. The maximum occupancy of the instrument hutches is considered, but also the complexity of the experiment or its preparations.
- b) **only fully vaccinated and recovered users and external collaborators involved in experiments are allowed on site.** Information on the vaccination/recovery status will be requested from the individual users.

**Authorization requests must be provided to the User Office ([useroffice@xfel.eu](mailto:useroffice@xfel.eu)), by the Main Proposers and/or Principal Investigators, including:**

- Names of prospective beamtime on-site participants, affiliation and country (and contact email if not registered in the user portal)
- Role/tasks in the experiment
- Plan for presence of the participant group in the instrument hutch, user labs, during shiftwork, etc.

**If the initial requests are approved, all authorized persons will be requested to provide evidence of vaccination/recovery status and the negative result of a PCR test (see below) for final permission.**

Recovery certificates are valid from the 28<sup>th</sup> day from the date of the positive PCR test result confirming the infection and until 90 days from this date. Please refer to

[https://www.rki.de/DE/Content/InfAZ/N/Neuartiges\\_Coronavirus/Genesenennachweis.html](https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Genesenennachweis.html) for the requirements on the validity of proof of recovery.. **More information on the proof validity criteria and travel rules can be found on the [Q&A page of the German Federal Ministry of Health](#).**

**Generally, booster vaccinations are recommended, as well as the availability of a suitable travel/health insurance for users from outside Germany.**

**Access rules and travel restrictions** apply to both authorized **users and external collaborators** in beamtime (even if registered as guests). Since these regulations are changing **very rapidly**, regular monitoring of the situation in Germany directly from the official web sites is necessary. Proof of the point of departure and travel itinerary may be requested by the User Office.

Information on the current designation of international risk areas by RKI (Robert-Koch-Institute) (PDF in English on the top of the web page below):

[https://www.rki.de/DE/Content/InfAZ/N/Neuartiges\\_Coronavirus/Risikogebiete\\_neu.html](https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Risikogebiete_neu.html)

### 2. First access to EUXFEL campus

#### 2.1 Requirement of a negative PCR test result and deadline for submission

In addition to the proof of vaccination or recovery for all users, it is **mandatory to provide evidence of a negative molecular biological PCR test for SARS-CoV-2** before coming to the European XFEL campus, at the latest **before 11:00 (local time) on the day of arrival on site by email to [useroffice@xfel.eu](mailto:useroffice@xfel.eu)**. The PCR test (e.g. specimen collection) **must have been carried out within the previous 72 hours from the planned arrival time**. If the documentation is provided later than 11:00 on the day of arrival, access to the campus – including stay at the European XFEL Guest House, if applicable

- may only be possible on the following working day. Please contact [useroffice@xfel.eu](mailto:useroffice@xfel.eu) in case of questions. For arrivals on Saturdays or Sundays, it would be appreciated if the documentation could be provided by Friday if available (especially if a stay at the Guest House was booked).

For users affiliated to DESY Hamburg and local Hamburg organizations other than DESY, specific rules apply. Please contact [useroffice@xfel.eu](mailto:useroffice@xfel.eu) for further information.

**The costs for the molecular biological PCR tests can be covered by European XFEL for all authorized on-site users.** Again, more information can be requested via [useroffice@xfel.eu](mailto:useroffice@xfel.eu)

## 2.2 Obligations depending on country of departure / previous stay

The [classification for formerly visited countries](#) and the rules as defined by German authorities applies for travelling to Germany and accessing the campus. **In general, for all persons aged 6 or over, an obligation to possess a negative test result or evidence of vaccination or recovery when entering Germany applies. This general obligation applies irrespectively of the mode of transport or country of departure.**

In addition, when entering the Federal Republic of Germany, a special obligation to register, quarantine and furnish evidence has to be observed if, at any time in the ten days prior to your entry, you spent time in an area classified as a high-risk area or an area of variants of concern at the time of your entry. Please enter information on the places you stayed over 10 days before your travel to Germany on the Digital Registration on Entry portal <https://einreiseanmeldung.de>. After filling in all of the necessary information, you will receive a PDF file as confirmation of the registration, which may be required by your airline. To date, no country is defined as risk area or high-risk area, however the situation can still change very rapidly, depending on the spread of variants with higher virulence than the ones currently dominating worldwide.

Based on the above, and, in addition to the general requirement of a negative PCR test result for all on-site fully vaccinated or recovered users/beamtime participants, **please note the different regulations for accessing the European XFEL site as authorized user depending on the area you come from:**

- a) **Countries outside the risk area classification** by the German Authorities valid as of 01 August 2021, **as well as from Germany:** Authorized fully vaccinated or recovered users from these areas must provide evidence of one **negative COVID-19 test result relevant to a molecular nucleic acid detection via PCR test until 11:00 (local time) on the day of arrival at European XFEL (see also 2.1 Requirement of a negative PCR test result and deadline for submission).**
- b) **'High-risk areas':** fully vaccinated or recovered travellers can end their quarantine earlier by submitting proof of vaccination or recovery via the [Digital Registration on Entry](#) portal. **If proof of recovery or vaccination is already submitted before entry, no quarantine is necessary.**
- c) **'Areas of variant of concern': NO VISIT AT European XFEL POSSIBLE!**

At the date of issue of these rules, there are no restrictions to the validity of PCR tests with respect to the country in which they are carried out.

Records of molecular nucleic acid detection (PCR) test results will be kept by User Office for at least 14 days after the date of arrival on site.

**If the above conditions are not met, there is no guarantee that the site access can be enabled in time for the beamtime.**

### **3. On the European XFEL Campus**

#### **3.1 Specific online COVID-19 hygiene training and COVID-19 self-test training**

These online training sessions are mandatory for all on-site users – access to the training is enabled through the computing campus account that will be created for all registered users before the beamtime.

#### **3.2 Mandatory daily self-tests**

In addition to the molecular nucleic acid detection (PCR) test results, a negative daily self-test is a pre-condition for admittance on the EuXFEL campus after the first access. The certificate obtained after the specific COVID-19 self-test online safety training is required in order to access the site. Users are requested to print / sign / scan and email back a copy of the training certificate to [user.training@xfel.eu](mailto:user.training@xfel.eu)

As soon as possible after arrival on site, external users shall collect a set of rapid antigen COVID-19 self-tests from the EuXFEL User Office for daily testing for the duration of the participation in the experiment on campus. Proof of completion of the online training (e.g. copy of certificate) is required to receive the self-tests.

#### **3.3 In case of sickness symptoms (even after beamtime)**

Users and staff showing sickness symptoms (even if mild or not cold-like) are not admitted on site, even this was previously authorized. These symptoms may include, for example, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, congestion or runny nose but also nausea or vomiting, diarrhea, ...

In case of infection by users or staff involved in experiments during or until 2 weeks after the visit to the site, the User Office ([useroffice@xfel.eu](mailto:useroffice@xfel.eu)) must be informed, preferably in writing.

#### **3.4 Positive result of a self-test**

In case the result of a daily self-test is positive, the testee(s) must remain in self-isolation and access to the Campus is not permitted any longer. The User Office must be informed immediately ([useroffice@xfel.eu](mailto:useroffice@xfel.eu) / Tel. +49 (0)40 8998 6767 emergency telephone: +49 (0) 40 8998 -6937 off working hours). On Monday-Friday, the User Office core times are indicatively 09:00-16:00, excluding public holidays.

Subsequently, on the date of issue of this document a PCR test is mandatory for a thorough assessment of the result of the self-tests. Enquiries and appointments for PCR tests can be made by calling 116 117 or local health authority - if needed, please ask the User Office for advice.

#### **3.5 Mobile telephone numbers**

In order to be able to react quickly in urgent cases, the User Office collects the (personal) mobile telephone numbers of all on-site users via a specific form. This information will be stored up to 4 weeks after the end of the experiment and deleted after that time.

### **4. Specific COVID-19 related measures on campus**

#### **4.1 Hygiene measures**

The company social distancing/hygiene measures applying to EuXFEL staff at a specific point in time also apply – **also to fully vaccinated or recovered individuals**. Below are the measures strictly applicable as of today:

- After entering the campus, everyone should wash their hands.
- Hand washing for at least 20 seconds or/and proper disinfection using the products provided in the toilets/public areas has to be done frequently following the recommendations of the World Health Organization (<https://www.who.int>).
- Touching the face needs to be avoided. No hand shaking.
- It is recommended sneezing into the elbow away from any person close by.
- Keep a safe distance of 1.5 –2m also when working and minimize contacts.
- It is mandatory to wear surgical or FFP2 masks inside all buildings when moving (FFP2/KN95 without exhalation valve). Masks may be taken off in meeting rooms when seated if the room occupancy and distance rules are observed. If the room occupancy cannot be kept, it is allowed to increase the number if everybody wears a mask (if distance  $\geq$  1.5m can be kept: surgical masks, if distance  $<$ 1.5m: FFP2 masks).
- Otherwise, for offices, the limit is one person. If these limits cannot be respected, everybody in the room must wear FFP2/KN95 masks without valve. Special internal rules apply to staff as occupants of '2G offices', notably regarding the use of masks.
- Occupancy of instrument hutches, user laboratories, meeting rooms, middle zone offices in the main building and other public areas is reserved to a limited number of people, as set and communicated through signposts for each room. Generally, if more than the allowed number of persons are at the same time in one room, everybody must wear a FFP2 mask (without valve).
- In the instrument hutches, if the maximum room occupancy (as posted on the door) and a distance of  $\geq$  1.5m can be kept, the masks may be taken off when seated. If the room occupancy (as posted on the door) or distance of at least 1.5m cannot be kept, FFP2 masks must be worn.
- Joint meals in the kitchenettes are NOT allowed.
- More details about the use of masks on site can be requested from the User Office.

## 4.2 Corona Warn-App

Download and installation of the *Corona Warn-App* by the German Federal government is recommended. More information available on this web site: <https://www.bundesregierung.de/breg-de/themen/corona-warn-app/corona-warn-app-englisch>

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**Unfortunately, due to the very rapidly changing situation, short-notice changes, cancellations and withdrawal of on-site participation authorizations cannot be excluded.**

European XFEL User Office: [useroffice@xfel.eu](mailto:useroffice@xfel.eu) / Tel. +49 (0)40 8998 6767 - +49 (0)40 8998 6937