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CONTRIBUTION

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on

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Overview of protection against Coronavirus infections in the German Bundestag

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The protective measures against Coronavirus infections adopted in the German Bundestag are based, as a rule, on recommendations by

- the Federal Ministry of Health (BMG),
 - the Robert Koch Institute (RKI),
 - the Federal Centre for Health Education (BZgA),
 - the Federal Institute for Drugs and Medical Devices (BfArM) and
 - the Federal Environment Agency (UBA)
- along with the requirements of the Coronavirus-related occupational safety and health standard, rule and ordinance issued by the Federal Ministry of Labour and Social Affairs (BMAS).

These also follow the protective measures against infection implemented by the state of Berlin.

In accordance with the “TOP Principle” order of priority of the SARS-CoV-2 occupational health and safety rule issued by the BMAS on 10 August 2020, technical measures take priority over organisational measures, which in turn take priority over personal measures.

The objective of all protective measures against coronavirus infections is, on the basis of current technology, occupational medicine, hygiene standards and other established ergonomic findings along with government regulations, to reduce as far as possible

- the number of unprotected contact between individuals (including indirect contact via surfaces) and
- the concentration of airborne viruses in the work environment

in order to best protect all individuals in the German Bundestag from a coronavirus infection while ensuring that Parliament continues to function.

The **protective measures against coronavirus infections at the German Bundestag in detail:**

No.	Measure	Comments
1.	Technical protective measures	
1.1	<u>Creation of a special intranet page</u> compiling key useful information regarding the coronavirus pandemic	Responsibility of Unit ZR NM (Emergency Management).

1.2	<u>Installation of disinfectant dispensers</u> at the entrances to buildings and in heavy traffic areas	Responsibility of Division BL 5 (Central Supplies and Logistics).
1.3	<u>Workplace design</u> <ul style="list-style-type: none"> • Minimum distance 1.5 m • Partition walls / “sneeze guards” where applicable 	Responsibility of the heads of the organisational units, advised by Unit ASBS (Health and Safety, Fire Safety) and BÄD (Medical Service).
1.4	<u>Sanitary facilities, break rooms and canteens</u> Minimum distance 1.5 m <ul style="list-style-type: none"> • Sanitary facilities <ul style="list-style-type: none"> ○ BZgA hygiene rules displayed ○ Hand hygiene with water, soap and paper towels ○ Daily cleaning • Break rooms <ul style="list-style-type: none"> ○ Adjustment of furniture ○ Flexible usage times • Food service areas <ul style="list-style-type: none"> ○ Disinfectant dispensers ○ Adjustment of furniture ○ Floor markings indicating minimum distances ○ Extended usage times ○ Where eating-in is an option (suspended since 11 January 2021) <ul style="list-style-type: none"> ▪ Cutlery dispensed by staff ▪ Ability to register guests ○ From 11 January 2021 takeaway service only 	Responsibility of the operators, advised by Unit ASBS (Health and Safety, Fire Safety) and, where applicable, Unit ZR NM (Emergency Management).
1.5	<u>Ventilation</u> <ul style="list-style-type: none"> • <u>Air-conditioning systems set to ensure best possible supply of fresh air</u> • <u>Information on correct ventilation for protection against infection, particularly for all buildings/rooms without air conditioning systems</u> • <u>Individual consultations</u> on the protection offered by existing air-conditioning systems and the use of additional mobile air filtration systems 	Responsibility of Division BL 3 (Building Technology) and Unit ASBS (Health and Safety, Fire Safety).

1.6	<u>Provision of information and communication technology for telephone and video conferences along with remote working / working from home</u>	Responsibility of Directorate IT.
2.	Organisational protective measures	
2.1	<u>Creation of a central point of contact, communication and information</u> for the Bundestag as a whole within the Emergency Management Unit (ZR NM)	Responsibility of Unit ZR NM (Emergency Management).
2.2	<p><u>Regular information on</u></p> <ul style="list-style-type: none"> • <u>the current status of the coronavirus pandemic,</u> • <u>the protective measures against infection</u> and explanation of these, • <u>recommended behaviour</u> (in particular in the event of a suspected or confirmed infection, for physical meetings, including ventilating and returning from risk areas) • <u>specialist coronavirus-related information on occupational safety and health</u> and • <u>further information</u> <p><u>in the form of Intranet articles, internal information sheets and emails along with signs and notices</u> at the entrances to buildings, lifts, conference and meeting rooms</p>	Responsibility of top-level management, Unit ZR NM (Emergency Management), Unit ASBS (Health and Safety, Fire Safety), BÄD (Medical Service) and the heads of the organisational units.
2.3	<p><u>Introduction of an internal reporting procedure for recording confirmed infections</u> among Members of the Bundestag, their staff, parliamentary group and Bundestag administration members of staff for the swift tracing and informing of close contact individuals and thus breaking potential chains of infection.</p> <p>Possibility of statistical evaluation of recorded infections.</p>	Responsibility of Unit ZR NM (Emergency Management) [as lead unit] and the parliamentary groups.
2.4	<p><u>Application of hygiene and distancing rules and guidelines on ventilation and app use</u> (minimum distance of 1.5 m to other people, general hygiene rules, wearing of masks, correct ventilation to protect against infection and (voluntary) use of the federal government's Corona-Warn app)</p> <p><u>From 5 October 2020, by general decree of the President of the Bundestag, masks covering the nose and mouth must</u></p>	Responsibility of top-level management.

	<p><u>be worn in all properties of the German Bundestag</u> (the decree includes supplementary proceedings for the recognition of medical certificates in cases where mask-wearing is not feasible.)</p> <p><u>From 10 February 2021 the decree has been updated to mandate the wearing of medical-grade face masks</u> (surgical masks or FFP2/3 masks)</p>	Responsibility of Division ZR°3 (Police, Security).
2.5	Distribution of <u>instructions for action to be taken in the event of suspected and confirmed infections</u>	Responsibility of Unit ZR NM (Emergency Management).
2.6	<p><u>Limitation of the number of individuals</u></p> <ul style="list-style-type: none"> • in lifts • in meeting and conference rooms • in other communal areas (toilets, copy/printer rooms, staff kitchens, etc.) 	Responsibility of Unit ZR NM (Emergency Management), Units ASBS (Health and Safety, Fire Safety) and BL 4 (Central Support Services – responsible for the allocation of conference rooms).
2.7	<u>Intensified and expanded cleaning</u> of all areas	Responsibility of Division BL 5 (Central Supplies and Logistics).
2.8	<p><u>Special employment regulations including</u></p> <ul style="list-style-type: none"> • <u>Releasing employees from the compulsory attendance requirement at the workplace</u>, wherever this is feasible from a functional perspective, in particular employees who are exposed to greater health risks and/or who need to fulfil essential care roles. In detail (decentralised approach): <ul style="list-style-type: none"> ○ <u>Expansion of the options for mobile working / working from home</u>, ○ <u>Flexibilisation of working times including suspension of core hour rules in sitting and non-sitting weeks</u>, ○ <u>Where working from home is not possible due to the nature of the duties, potential release from compulsory attendance and creation of rotating teams or personnel reserves</u> 	Responsibility of Directorate ZV (Central Administration) and the heads of the organisational units in conjunction with Directorate IT.

	<ul style="list-style-type: none"> ○ <u>Possible release from duties in individual hardship cases</u> ● <u>Expansion of the options for special leave/exemption from work</u> to care for children or other family members 	
2.9	<u>Workflow measures to reduce contact in essential areas of duty</u> incl. <ul style="list-style-type: none"> ● Reduction of simultaneous use of rooms by several people ● Creation of working groups that are as small as possible ● Adjustment of work/shift plans ● Staggered working hours 	Responsibility of the heads of the organisational units.
2.10	<u>Reduction of in-person meetings as far as possible,</u> replacing these with telephone and video conferences	Responsibility of the heads of the organisational units.
2.11	<u>Reduction of (in-person) events held on the premises of the German Bundestag as far as possible</u>	Responsibility of top-level management, Division IK 3 (Event Management, Special Projects) and the organisers.
2.12	<u>Reduction of official trips as far as possible</u>	Responsibility of the heads of the organisational units.
2.13	<u>Provision of additional parking spaces</u> within the existing capacity as an alternative to public transport for commuters	Responsibility of the heads of the organisational units and Division ZR 3 (Police, Security).
2.14	<u>Suspension of visitor access</u> (with very few exceptions)	Responsibility of Division IK 1 (Visitors' Service).
2.15	<u>Integration of the German Bundestag in the national coronavirus vaccination strategy and implementation</u> of the Federal Ministry of Health's Statutory Order on Coronavirus Vaccination and the Ministry's vaccination concept for federal employees.	Responsibility of top-level management, along with Division PM ^o 4 (Parliamentary Physician) and BÄD (Medical Service).
3.	Personal protective measures	
3.1	<u>Procurement, stocking and distribution of face coverings, medical-grade face masks (surgical and FFP2/3 masks) and</u>	Responsibility of the heads of the organisational units, Unit ASBS (Health and

	<u>personal protective equipment</u> depending on requirements and need for protection, <u>along with disinfectant</u>	Safety, Fire Safety) and Division BL 5 (Central Supplies and Logistics).
3.2	Option to receive an individual coronavirus-related <ul style="list-style-type: none"> • <u>occupational health and safety consultation.</u> • <u>medical consultation from the parliamentary physician or medical service.</u> • <u>ergonomic consultation</u> and • <u>psychosocial consultation</u> 	Responsibility of Unit ASBS (Health and Safety, Fire Safety) and BÄD (Medical Service), Divisions PM 4 (Parliamentary Physician) and ZV 5 (Training, Further Training, Social Matters).
3.3	Providing specific <u>risk assessments</u>	Responsibility of Unit ASBS (Health and Safety, Fire Safety) and BÄD (Medical Service).
3.4	Option to receive a <u>flu vaccination</u>	Responsibility of BÄD (Medical Service) and Division PM 4 (Parliamentary Physician).
3.5	<u>Option to obtain a regular coronavirus test</u> (self-tests along with lateral flow tests and PCR tests carried out by medical staff) <ul style="list-style-type: none"> • at all times for Members of the Bundestag • up to twice a week for on-site members of staff working for the Members, the parliamentary groups, and the Bundestag administration 	Responsibility of Division PM ⁴ (Parliamentary Physician), BÄD (Medical Service), Unit ASBS (Health and Safety, Fire Safety) and Division BL 5 (Central Supplies and Logistics).
3.6	<u>Option to receive a coronavirus vaccination</u> on-site pursuant to the Federal Ministry of Health's Ordinance on the entitlement to vaccination against the SARS-CoV-2 coronavirus	Responsibility of top-level management, implemented by Division PM ⁴ (Parliamentary Physician) and BÄD (Medical Service)