



# Südwind – Information Sheet

## COVID-19 Safety Measures

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Dear participants,

all events organised by Südwind will be held in compliance with the regulations in force at the time of the event (“COVID-19-Lockerungsverordnung” – COVID-19 Relaxation Ordinance) as well as with any specific measures required by the operators of the venues.

As the circumstances and the general situation regarding the epidemic are constantly changing, Südwind has established several additional safety measures for events which are included below. These measures are intended to minimize the risk of contagion and spread of COVID-19 during events both for participants and Südwind staff members responsible for the organisation of the event.

### Before the event

**Contact details** → please provide your contact details (phone number, e-mail address) to the contact person named by Südwind by using the “*Contact Form*” available for download on our website (suedwind.at) in the section “COVID-19”. Please fill out the form, scan it and send it by e-mail to the responsible Südwind officer. You can find the e-mail addresses of Südwind staff members on our website at <https://www.suedwind.at/wir-ueber-uns/team/mitarbeiterinnen/>. We will keep your contact details for 28 days after the event to be able to provide them – on request – to the authorities for contact tracing purposes. After that time, the data will be disposed of securely.

- **Acknowledgement**
- By **participants** (of age) → please read the present information sheet carefully and confirm that you have read it by using the form “Acknowledgement of the Südwind Information Sheet COVID-19 Safety Measures“ available for download on our website (suedwind.at) in the section “COVID-19”. Please sign the form, scan it and sent it by e-mail to the responsible Südwind officer. You can find the e-mail addresses of Südwind staff members on our website at <https://www.suedwind.at/wir-ueber-uns/team/mitarbeiterinnen/>.
- By **legal guardians** (for under-age participants) → please read the present information sheet carefully and confirm that you have read it by using the form “Acknowledgement of the Südwind Information Sheet COVID-19 Safety Measures” available for download on our website (suedwind.at) in the section “COVID-19”. Please sign the form, scan it and sent it by e-mail to the responsible Südwind officer. You can find the e-mail addresses of Südwind staff members on our website at <https://www.suedwind.at/wir-ueber-uns/team/mitarbeiterinnen/>.
- **Face mask and towel** → As a participant please make sure that you bring your own **face mask** with you. We will very much appreciate if you bring an own towel as well to avoid the use of disposable towels when washing your hands.

### During the event

- The responsible officer of Südwind wears a **visor** or keeps a **minimum distance** of one meter to the participants.
- As a **participant** you have to wear a **face mask** in the following cases/situations:
  - **In general** always when **instructed** to do so by the responsible Südwind officer
  - During **indoor** events **without fixed seating**
  - During **indoor** events **with fixed seating** before you have taken the seat assigned to you, and when seated if the distance to other persons not living in your household or not belonging to your group of visitors is less than one meter and no additional protective measures are present. (*Note: Südwind will, whenever possible, only assign seats with sufficient space so that the minimum distance can be maintained.*)
  - During **outdoor** events **when** the minimum distance of one meter to persons not living in your household or not belonging to your group of visitors cannot be kept.
- We observe the following additional measures:
  - **Wash your hands frequently!** → Wash your hands regularly and thoroughly with soap or clean them with hand sanitiser.
  - **In coordination with the Südwind officer**, please **disinfect** frequently used contact surfaces or objects with a disinfectant.
  - **Keep distance!** → Keep a distance of at least one meter between you and all other persons not living in your household or not belonging to your group of visitors.
  - **Do not touch your eyes, nose and mouth!** → Hands can pick up viruses and transfer the virus to your face!
  - Practice **respiratory hygiene!** → Cover your mouth and nose with your bent elbow or tissue when you **cough** or **sneeze** and dispose of the used tissue immediately.
- In case of possible **COVID-19 symptoms**:
  - If you have possible COVID-19 symptoms or fear that you have contracted the disease **while at the venue** please notify the responsible officer **immediately!**
  - If you have possible COVID-19 symptoms or fear that you have contracted the disease **while at home** please stay at home, call the hotline 1450 and notify the responsible officer!
- Following **instructions**
  - At the start of the event, the Südwind officer will point out (again) the requirement to take note of the COVID-19 Safety Measures and to confirm having read them in writing by signing the form mentioned above.
  - Compliance with the COVID-19 Safety Measures is an explicit condition for participation at an event organised by Südwind. Any **non-compliance with the COVID-19 Safety Measures** may – after a further reference to the COVID-19 Safety Measures by the Südwind officer and at her/his discretion – lead to an exclusion from the event in order to minimise the risks for all participants and the organisers of the event.

## Background

- The rules apply to all events with a **maximum number of 100** participants (*Note: persons required for the organisation of the event are not included*)
- "[COVID-19-Lockerungsverordnung](#)" ("COVID-19 Relaxation Ordinance") (Legal provision; Federal Ministry of Social Affairs, Health, Care and Consumer Protection) (in German)
- Current COVID-19 recommendations of the [Labour inspectorate](#) (in German)

- [„Coronavirus – Information available for download“](#) (Federal Ministry of Social Affairs, Health, Care and Consumer Protection)

It is my hope that these measures, which have been taken in reaction to the current COVID-19 situation, will not overly affect your participation in our events. I wish you all the best and stay healthy!

Yours sincerely

Vienna, July 7<sup>th</sup>, 2020

Konrad Rehling  
Managing Director