

November 2020

## Important notice on face-to-face events of the Academy

Dear colleagues, dear participants of AIZ trainings,

we are looking forward to you and your participation in one of our events, which we are holding in a presence format despite the Corona pandemic. Please take a few moments to consider the following important information in your planning.

Many thanks!

### Hygiene protection for face-to-face events

The Academy continues to offer a reduced number of prioritised training courses in face-to-face formats. Site-specific hygiene concepts have been developed for these training courses, which consider the GIZ regulations for face-to-face events and the regulations of the respective German state governments. In addition, separate house rules and rules of conduct apply for the respective locations, which will be sent to all participants in advance and must be signed on arrival.

If arriving from abroad, the relevant federal or state regulations on entry and quarantine apply. (See also: 'Quarantine regulations for entry from a risk area' here below).

### Quarantine rules for entry from a risk area

Basically it is the responsibility of the travelers to inform themselves about the valid specifications and to comply with them. The obligatory quarantine regulations in connection with entry from a [risk area defined by the Robert Koch Institut](#) (RKI, see pdf document 'Information on the designation of international risk areas') are constantly changing due to the highly dynamic nature of the pandemic situation. Please use the [IDA information page 'Coronavirus COVID-19'](#) of the Corporate Security Unit to find out about the current regulations and procedures (-> FAQ: Do I have to quarantine when entering Germany?) and please also note the [special regulations of the federal states](#).

According to legal regulations, these quarantine periods **may not be spent at the Academy's training locations** (Bonn Campus, Campus Kottenforst, Internationales Bildungs- u. Begegnungszentrum Feldafing), but must be spent in domestic quarantine. When entering the training location afterwards, a negative test result must be presented. Please take these requirements into account when planning your trip.

### Accommodation for persons entering from risk areas within Germany

In accordance with the Corona Protection Ordinance of the State of North Rhine-Westphalia, the Academy may only accommodate guests from areas for which a separate Corona Regional Ordinance is valid due to an increased incidence of infection on presentation of a negative corona test. This test may be carried out no more than 48 hours (the time at which the test result is determined is decisive) prior to arrival. Please present the test result to the reception staff on arrival.

## Arrival to an event

For the protection of GIZ employees who travel to an Academy event using public transportation (long-distance train and plane), it is possible to request FFP2 masks from the Medical Service. This does not apply to use in normal commuter traffic.

## Voluntary participation in Academy events

Physical participation in all attendance events of the Academy is on a voluntary basis.\* Employees who could not or do not wish to take part in classroom training due to corona-related circumstances and who have not made use of a virtual alternative are given the opportunity to take part at a later date. Notwithstanding this, the [General Terms and Conditions of the Academy](#) and the cancellation conditions and deadlines contained therein shall continue to apply.

\*The exception to this voluntary approach is security training for those leaving the country in so-called "hardship" countries. Here the five-day HEAT training (Hostile Environment Awareness Training) before departure is binding.

## Further information

[Coronavirus information page of the Corporate Security Unit](#)

If you have any questions, please contact the Academy's customer service.

[aiz-kundenservice@giz.de](mailto:aiz-kundenservice@giz.de), Phone: +49 (0)228-4460-3333

Your Academy for International Cooperation