Handout about compulsory 3G checks by supervisors

Due to the changes made to the Infection Protection Act (IfSG) on 23.11.2021, 3G is mandatory at (university) workplaces as from 24.11.2021 in accordance with Section 28 b (1) IfSG. Employees may only enter university premises if they are vaccinated against, recovered from or have tested negative for the coronavirus and have documentation confirming this 3G status on their person (either in digital or paper form). This also applies to the visitors to the university.

The employer is obliged to check the proof and document this check in a suitable manner (see the template for documentation). The respective supervisor or a delegated representative must perform the 3G check on site.

The check only has to be conducted once for vaccinated and recovered individuals, as long as the certificates remain valid. Those being tested must present a negative lateral flow test result every working day, which is no older than 24 hours (or 48 hours for a PCR test). Self-tests (including the lateral flow tests supplied at work) are not sufficient and will not be accepted. The test must be done in a doctor’s surgery or test centre. The time required for testing is not counted as working time.

When the supervisor conducts the checks, he or she may not make copies or scans of the certificates, only note the status visible on the document, including the validity period.

The respective supervisor documents the 3G status checks in paper form exclusively. This documentation must be stored in such a way that only the respective supervisor and his/her substitutes can access it. The documentation must not be digitalised or circulated (especially by e-mail or in the CAU cloud). The documentation will initially be stored until 19 March 2022, and must be destroyed after 6 months at the latest.

Supervisors must inform their employees that they must carry their 3G proof with them at all times on university premises, otherwise they may be fined if the authorities conduct any checks.

Validity periods for 3G proof:

Vaccination certificates:
Full protection exists
- starting 14 days after the second dose (for the vaccines Comirnaty® from BioNTech/Pfizer, Spikevax® (Vaccine Moderna) from Moderna and Vaxzevria® from AstraZeneca)
- and 14 days after the first dose for the Janssen® vaccine from Johnson & Johnson.

Vaccination certificates are valid for 12 months.

Certificates of recovery:
People are considered recovered if they have evidence of a PCR test result which was positive for the coronavirus. This test must have been conducted at least 28 days and no more than 6 months previously.