

Reception

Classification:
Confidential

Regulations for visitors at FKFS

Dear customers,

The dramatic development of the COVID infection poses a great challenge to all of us. For this reason, access restrictions to our rooms and test benches are necessary for the protection of our staff as well as for your protection. We would like to ask you to evaluate beforehand whether your visit is necessary for business reasons and whether a video conference, for example, would be an adequate alternative.

The following regulations apply to your visit at FKFS:

- Effective immediately, all persons entering the FKFS premises must present one of the following forms of proof (3G):
 - o **Digital vaccination certificate or vaccination card**
 - o **Digital recovery certificate**
 - o **Negative test result** (Test certified in writing by a third party, which must not be older than 24 hours (POC test) or 48 hours (PCR test). Unfortunately, self-tests cannot be accepted.)
- In addition, all visitors must fill out a self-disclosure form upon entry, which includes name, address, telephone number, information on the lack of symptoms and possible risk contacts. If in doubt, an official rapid test must be taken under supervision on-site. Access to FKFS is not possible in case of increased body temperature or flu-like symptoms.

Please remember that if you disregard the exclusion criteria, not only do you endanger your own health but also that of your contacts!

The following regulations also apply at FKFS:

- Masks (surgical or FFP2 mask) are mandatory on the entire premises. They may be taken off at fixed workplaces if the minimum distance (1.5m) to other persons is observed.
- Avoid touching your eyes, nose and mouth with your hands.
- Sneeze and cough into your bent elbow or into a handkerchief. Throw away used handkerchiefs immediately.
- Hand sanitizer dispensers available on each floor must be used regularly.
- Avoid greeting by shaking hands and physical contact. We are not unfriendly, but responsible.

These Corona regulations are for your personal protection as well as for the maintenance of our business operations. Thank you for your cooperation!

FKFS

Forschungsinstitut für
Kraftfahrwesen und
Fahrzeugmotoren Stuttgart
Civil law foundation

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BANK ACCOUNT

Landesbank Baden-Württemberg
IBAN: DE62 6005 0101 0002 3310 14
BIC: SOLADEST600
VAT ID: DE 147 839 419

Questionnaire - COVID-19 self-disclosure form

Dear visitor,

Due to the current Covid-19 situation, FKFS as a service provider is obliged to take special care. Therefore, we ask you to answer the following questions truthfully.

Last name, first name: _____

Company: _____

Address: _____

Phone: _____

Start and duration of visit: _____

Please mark with a cross and provide proof for presentation:

- I am fully vaccinated**
Vaccinated = 14 days after completion of a full vaccination schedule (e.g., second vaccination occurred 14 days ago)
- I am recovered**
Recovery = 28 days to a maximum of 6 months after a positive PCR test
- I tested negative from an approved testing center**
Tested = max. 24 hours after negative rapid antigen test or max. 48 hours after negative PCR test with certification of the test result by an approved test center (self-testing and self-certification are not permitted)

I hereby confirm that I am not subject to any segregation requirements as defined by §30 of the Infection Protection Act ("quarantine") and that I do not exhibit any typical COVID-19 symptoms. I am aware that false statements are a violation of the Infection Protection Act, and are punishable by law and can be prosecuted.

Date

Signature

Confirmation from an FKFS employee that the 3G check has been completed:

Date

Signature

Data protection information:

The generally applicable data protection regulations of the FKFS apply (see visit form).

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