

Dear client,

you want to join one or several attendance dates in the rooms of the Counselling Service of the "Studentenwerk im Saarland e.V." (PPB).

Since personal meetings still bear an infection risk we want to ask you to follow some rules. These are for your own safety and the safety of others.

- 1) Follow the commonly known hygiene regulations.
- 2) Do not come to the PPB when you have any signs of being sick.
- 3) Do not come to the PPB when you had contact with a person who has or had COVID-19 or someone who was or is a suspected case of having COVID-19.
- 4) Please be on time for your appointment. You will be picked up at the door (Please do not ring the bell!).
- 5) At the moment there will be no handshakes.
- 6) Please wear a face mask when entering the rooms of the PPB.
- 7) Please disinfect your hands with the disinfectant provided in the lobby.
- 8) Wear your face mask in all of the rooms. After you sat down in the consultation room you are allowed to take off the face mask.
- 9) Please keep the minimum distance to others.
- 10) If you should leave the consultation room during the time of your counselling (for example to go to the toilet), please put your face mask back on and keep the minimum distance to others if you should meet someone.
- 11) Please leave the building in a timely manner after your counselling in order to avoid unnecessary contact with others.

We are taking care of the minimum distance during the counselling and try to provide a good ventilation in the rooms. If you should have to cancel an appointment due to sickness, it might be possible to arrange a phone appointment as a replacement.

Thank you for your cooperation and for your understanding!

The PPB-team