



To the University's Structures

Update of the Operative guidelines for 'Phase 2', from 18 June 2020

This document updates the operational guidelines for 'Phase 2' at the University of Verona; the indications provided implement the provisions contained in the Prime Ministerial Decree (DPCM) of 11 June 2020 and the Regional Ordinance no. 59 of 13 June 2020. The provisions contained in this document will be valid until further notice; the provisions contained in previous communications remain valid, unless otherwise indicated.

Specifically:

Libraries

From 23 June 2020, the consultation rooms at the Libraries of the University of Verona, both central and departmental libraries, will reopen by reservation only to university users during the opening hours and by the methods set out in: <https://www.univr.it/it/i-nostri-servizi/avvisi/-/avviso-servizio/1858>

In view of the fact that access will be subject to availability of places, it is recommended that the available places should be used responsibly, with priority being given to those who need to consult bibliographical sources not otherwise available. In addition, users intending to access specialist (departmental) libraries must have an authorisation form signed by their Research or Thesis Supervisor.

Library users must always wear face masks and sanitise their hands using the hydroalcoholic gel available at the entrance; while at the library, all the hygiene, health and social distancing measures adopted by the University (https://www.univr.it/documents/20142/663113/Misure_COVID_A4.pdf) and outlined in the posters displayed must be complied with. Concerning the handling of book collections, books will continue to be stored after each use for at least 72 hours.

Teaching activities

Pursuant to Prime Ministerial Decree (DPCM) of 11 June 2020, on-site teaching activities are suspended in schools of all levels, including universities, professional master's programmes and courses for the health professions. Specific training courses in general medicine are excluded from the suspension. However, pursuant to the regulations in force, traineeships/internships, seminars, research and experimental and/or teaching laboratory activities and practicals may be carried out on-site, provided the health, hygiene and social distancing measures are complied with. Medical courses for doctors in specialist training and the activities of trainees in the health and medical professions can still be carried out online.

Exams

From the current exam session, it will be possible to administer and take exams on-site (with students physically attending) subject to decision by the relevant lecturer. The following guidelines should be adhered to:

- if, in the current exam session, the first exam round (*primo appello*) has been administered remotely as an 'online written exam', the second exam round of the same module (*secondo appello*) must also be administered remotely;

- if, in the current exam session, the first exam round (*primo appello*) has been administered remotely as an 'online oral exam', the second exam round of the same module (*secondo appello*) must also be administered in oral form, but the responsible lecturer will be able to choose whether to administer it online or on-site;
- if, in the current exam session, no exams have been administered yet, it is up to the responsible lecturer to choose whether to administer the exam online or on-site, either in oral or written form.

In the case of written exams administered on-site, the number of people permitted to attend must not exceed one third of the stated capacity of the classroom, ensuring that students keep at least 1 metre apart from each other, and making sure the classroom is cleaned and aired at the end of the exams; the lecturer must also ensure that no gatherings take place near the exam classroom. Students who need to take their exam on-site must bring their own face mask and comply with the hygiene and health measures established by the University.

On-site interviews and exams shall continue to be allowed when involving students with disabilities.

Graduation exams

For the current graduation session, the provisions set out in the previous communications remain valid. The presence of the official photographer will also be allowed.

Business travel

Business travel can resume in accordance with the regulations established by the Italian government. However, this should be limited, where possible, to essential business trips that cannot be postponed, and always ensuring that no gatherings take place.

In-person meetings

Pursuant to current legislation, the meetings of the university bodies can take place either in-person or remotely, based on the possibility of complying with the social distancing measures, and ensuring the safety of the staff concerned.

Updates on the technical preventive measures

- Sanitisation of filters of fan convectors: on 13 June 2020 the Technical Department (Direzione Tecnica e Logistica) has completed the sanitisation process of filters of fan convectors in all the University's structures, including Libraries and the AOUI - University Hospital of Verona internal premises that are for staff only.
- Air handling systems: according to the recommendations of the Istituto Superiore di Sanità, the air recirculation in all the University's air handling systems was suspended.
- Hand sanitiser dispensers: 160 hand sanitiser dispensers were installed in all corridors of the University's structures, including the AOUI - University Hospital of Verona internal premises that are for staff only.
- Thermometers for remote temperature measurement: as set out in the communication of 30 April 2020, all receptions were equipped with thermometers that allow remote temperature measurement, on request only.
- Cleaning of classrooms and libraries: in view of the start of the exam and graduation sessions, which can include people physically attending, and the opening of the consultation rooms of the libraries, it is established that the classrooms and consultation rooms are cleaned according to the cleaning guidelines adopted since the beginning of the health emergency, in accordance with the provisions for sanitation set out in the Circular of the Ministry of Health no. 5443 of 22/02/2020. In particular, it is recommended that rooms, computer workstations (keyboards, touch screens, mouse) and photocopiers be cleaned at the end of the day using sodium hypochlorite disinfectants.

Updates on the organisational measures

With reference to the current epidemiological evolution, the regional and national regulatory framework, and the knowledge acquired in the technical/scientific field, we now consider it appropriate to reduce the mandatory physical distance between people within the university facilities from 2 metres (as set out in the implementation plan of 30 April 2020) to 1 metre. Therefore, with regard to social distancing measures established by the 'Operational guidelines' of 30 April 2020, '2 metres' should now be read as '1 metre'.

The University's Covid-19 Task Force