



## **Access procedure for workers from external companies**

Before entering the University and during the time spent here, all external staff (suppliers, visitors, operators of companies under contract, etc.) must first read the following information and comply with the instructions provided.

- To access and attend the University, you must be in possession of a COVID-19 green certification (Green Pass) and show it if requested.
- Access to the University is forbidden for people with COVID-19 symptoms (fever >37.5 °C, cough, breathing difficulties).
- All persons accessing areas within the University must wear the equipment prescribed by law.
- External staff must be equipped with their own PPE and sanitising gel.
- Hands must be properly sanitised with disinfectant solutions before and after accessing closed rooms and spaces, should access be required.
- The length of time spent at the University must be limited to the time strictly necessary in order to carry out the activity.
- External staff are authorised to access only the areas in which they will carry out the activity for which their presence is justified
- Proper hygiene practices must always be followed, such as maintaining an interpersonal distance of at least 1 m, avoiding contact (handshakes, hugs, etc.), sanitising the hands often, covering the nose and mouth when sneezing/coughing and then sanitising the hands, etc.
- Inside the spaces, it is necessary to comply with the indications provided in the affixed signs;
- You must dispose of used PPE yourself. PPE must not be left in the University after use.