

***EMERGENCY MANAGEMENT BY
BIOLOGICAL AGENT CORONAVIRUS SARS-
Cov-2
(Covid-19)***

EDISU Piemonte Residences Guidelines

PREMISE

In view of the gradual reopening of university teaching activities, facilitated by the decrease in cases from Covid-19, the document provides the main rules to be followed for users access to university residences .

The same document may be updated/ supplemented as required by local regulations and ordinances, as well as DPCM.

Information

EDISU Piemonte provides continuous information on COVID 2019 emergency management through news publication on our institutional website www.edisu.piemonte.it and on social networks institutional pages . It also informs users in residences sending periodic e-mail, posting posters in residence, as well as, if deemed necessary, delivering to the same paper information materials.

Personal hygiene precautions

It is mandatory that the students present in the residences of EDISU Piemonte take all the hygienic precautions, in particular the sanitization of the hands.

EDISU Piemonte provides suitable cleaning and sanitizing products for the hands in the common areas of the residences.

Hand cleaners will be accessible to all even with the use of dispensers located in easily identifiable points and marked with a special sign.

As per Circular of the Ministry of Health 0005443-22/02/2020-DGPRES-DGPRES-P - will be placed at the accesses of the appropriate structures alcohol gel dispensers with a concentration of 70-85% alcohol will be placed at the accesses of the appropriate structures.

Preventive measures such as hand hygiene, respiratory hygiene and social distance, will be advertised through special information materials displayed in the residences of EDISU Piemonte.

(All 1)

ART. 1. ASSIGNMENT OR CONFIRMATION OF ACCOMMODATION.

- Upon confirmation of the accommodation or new assignment for a.y. 2021/2022, each student signs the act of acceptance with which he declares:
 - a) to have read the General Regulation of University Residences available on EDISU Piemonte website and to comply with its rules;
 - b) to have read the Safety Information and have carried out, with success, the learning test;
 - c) to take note of the guidelines relevant to SARSCOV2 contrast and containment in the University Residences, established by EDISU Piemonte
 - d) to take note that EDISU Piemonte reserves the right to issue, during the academic year, further standards, aimed to prevent contagion by COVID 2019, which will be communicated to all students. Such standards may impose new rules of action, even more restrictive than the ones contained in the residences regulations;
 - e) the student declares his will to the sharing of the inside spaces in addition to what foreseen by the competent organisations. They must also read the management regulations of each individual structure as well as the specific emergency regulations for biological agent SARSCOV 2, that each structure have issued;
 - f) to take note that the assignments up to new provisions will be both in single and in multiple rooms

ART. 2. ACCESS TO EDISU RESIDENCES

1. Users who are Italian citizens and foreigners from EU member countries, and foreign users present in the Italian national territory for at least 10 days may enter and stay in the university residences only if in possession of one of the valid Covid-19 Green Certificate (vaccination against Covid-19, recovery from SARS-CoV-2 infection, a negative antigenic or molecular swab taken within the last 48 hours). (Annex II Covid Green Certificate).
2. Italian and foreign users from non-EU Countries entering the Residence have to submit a negative antigenic or molecular swab taken not preceding 48 hours, and have to observe self-isolation for 10 days. Later on they are compelled to follow the notices under point 1)
3. Procedures under points 1 and 2 of this Article will be carried out by the reception staff in the university residence.
4. The above provisions shall not apply to persons, exempt from the vaccination campaign, with appropriate medical certification issued according to criteria defined by circular of the Ministry of Public Health.
5. Users before entering the residences will be subjected to body temperature control by means of fixed video scanner or thermoscanner devices. The subjects responsible for the

detection and treatment of temperatures are the trained employees present at the reception.

6. The temperature taken entering EDISU Piedmont facilities has the aim to prevent Covid-19 infection (Encl. 2 Privacy)
 - Should the temperature taken be higher than 37.5 C, users may not enter the structure, the second temperature measurement will be taken after 10 minutes approx. If the temperature continues to be above 37.5 C, the user will be invited get in touch with the competent health authorities through emergency numbers for the Covid -19 provided by the Region or the Ministry of Health, to communicate his state of health and it will be forbidden to enter the residence.
 - All users coming from countries for which fiduciary isolation is foreseen (paragraph 2) also have to fill in the self declaration form (Annex 4).
 - If the student is a citizen of a country outside the European Union, to return to residence he must show his passport, in order to allow the verification of the dates of departure from abroad and arrival in Italy.
 - For the ones whose entry in Italy is not subject to possession of the passport, the date of arrival is assumed to be the one of the arrival in residence, unless a different one is documented.
 - Admission to residences to students already positive to infection with COVID 19 must be preceded by a prior communication concerning medical certification where the "negativization" of the swab is indicated according to the foreseen procedure, or in the alternative show the valid Covid-19 Green Certification.
 - EDISU, in planning the accesses and returns to University Residences by the ones entitled to the accommodation place, guarantees, as a rule, the availability of an adequate number of seats in a single room with bathroom and independent kitchen or single room with independent bathroom to be used to manage any positive or fiduciary isolation case.

Absences:

- In case of absence up to a maximum of three nights it is necessary to inform the reception.
- Upon return the guest will be subjected to the control of the body temperature by devices (fixed or thermoscanner) and must complete the self-declaration form (Encl. 3)
- In case of absence of more than three nights it is necessary to inform the reception. Re-entry must be authorised in advance by EDISU. The student must communicate the date of his return at least three days before writing to the mailbox inforesidenze@edisu-piemonte.it, indicating the place where he was during the last 10 days. If it is not possible to assign an autonomous housing unit with bathroom and independent kitchen or a single room with independent bathroom, students who, in the last 10 days, stayed in towns or countries for which quarantine, self-isolation or travel prohibition, will be prevented from entering the residences. In case of mandatory swap, entry may take place upon presentation of a certificate attesting negativity to COVID-19. The ones subject to quarantine or fiduciary isolation shall not be allowed to leave their housing unit.
- EDISU Piemonte does not authorize the return to students who stayed in towns or countries for which quarantine is compulsory or where prohibition of movement or entry to Italy is forbidden, except if suitable accommodation is available for the quarantine period. Students subjects to quarantine or fiduciary isolation are not allowed to leave their housing unit, in case of illness they must immediately call 112 and wait for help without leaving the room,

while in cases of indisposition it is necessary to inform the reception, so that a trained person can provide the first emergency.

- If the user, before returning to the residence, shows symptoms of fever, tiredness, dry cough, non-allergic cold, he has to contact his general practitioner beforehand by acquiring a dedicated certification. In case of symptoms following access to the residence, the user must stay in isolation in his room following the instructions given by his doctor.
- To users who are citizens of non-EU countries (Extra-EU citizens): it is recommended to proceed, within 30 days of their entry into the Residence, with registration to the National Health Service and select the general practitioner to make use of the healthcare service in Italy.

For instructions please visit our page:

<https://www.edisu.piemonte.it/en/services/study-halls-and-other-services/healthcare-assistance-information>

- In order to ensure users safety, EDISU Piemonte reserves the right to make transfers in the same residence or in another one.
- Users carrying on work/internship activities may be transferred to one or more dedicated facilities in the event of an activity at risk of contagion
- The assignees will have to provide autonomously to the supply of nose, mouth and hands protection devices (masks, gloves) necessary to their stay in the residence.

In case of absence users are invited to bring with them all personal belongings of usual use for example books, computers, tablets, mobile phones and other devices, in order to avoid that, in case of inability to return to residence due to limitations imposed by the Authorities to protect public health, such personal effects cannot be recovered.

For absences of more than 3 nights all perishable must be removed. For other personal belongings left in the room and in the allocated spaces (bathroom, apartment) it is strongly recommended within 20 nights of absence, to box them in closed packages with the name of the owner. For absences of more than 20 nights, boxing is mandatory.

In case of absences of more than 30 nights the student must vacate the room from all personal belongings, box and store them in the suitable room, if the residence has it available, in accordance with the provisions of Article 9 of Residences Regulation

ART. 3. EDISU RESIDENCES CHECK OUT

- Users of EDISU Piemonte residences intending to return to their usual residences can leave university residences, unless different provisions and/or legislative limitations on moving, following the Residence Regulations rules
- The accesses only to recover the personal belongings left in the assigned residence by users assignee of accommodation not requiring to return, must occur with the following modalities:
 - ✓ recovery must be previously authorized by EDISU Piemonte. Recovery requests must be sent to inforesidenze@edisu-piemonte.it
 - ✓ once authorized, the user goes to the residence, and after wearing the nose, mouth and hands protection devices, enters his room, to take care of the personal belongings he intends to recover, as well as to the boxing of the ones he intends to leave.
 - ✓ With the boxing, the guest authorizes EDISU Piemonte to move the packages to another storage room, upon compilation and signature of the report indicating the number of packages stored. Users not returning to their residence for a.y. 2021/22 must let the room entirely free from their personal belongings, or may request to leave boxes in EDISU warehouses, (no more than 4 as provided for in the Regulation on the retention of personal

belongings) defining the date by which they will carry out the withdrawal. In this case, the deposit will be withheld until parcels have been collected.

- According to the Regulation, in case of deposit of parcels, their collection must always take place by 30th September 2022.
- Above provisions also apply to the recovery of belongings by guests who, pursuant to this decree, are allowed to return to another residence different from the one previously assigned.

ART. 4. USE OF ROOMS AND/OR BEDS IN SINGLE, DOUBLE OR MULTIPLE ROOMS.

- In case of assignment in a or multiple room during the year, it will be mandatory to maintain, in terms of social distance, the distance of at least 1 meter between users and the use of nose and mouth protection devices (masks) if the distance is below.
- The same rule of distance applies in the common rooms of the apartments accommodating several beds in separate rooms.
- If the safety distance cannot be temporarily respected, it is mandatory to provide, at your own care and expense, appropriate protection of the respiratory tract (masks/ PPE) for nose and mouth.
- Each student will often have to aerate the premises opening the windows several times a day.
- Even in the use of shared refrigerators, students must keep their own food separate from other ones, kept in closed containers.
- Gatherings must be avoided, even inside the individual apartments.
- Access to the room by another residence user will be allowed with the consent of the roommate.

ART. 5 CLEANING AND SANITIZATION OF ROOMS, LODGINGS AND COMMON ROOMS.

EDISU Piemonte ensures the cleaning of the common parts of the residences in accordance with the current tender specifications.

✓ **Rooms:**

- EDISU carries out rooms cleaning , before delivering them to the assignees
- After the assignment each student must ensure that his room is properly sanitized daily , as far as both horizontal surfaces and furnishing are concerned.
- In case of shared toilets, users must clean the sanitary surfaces, after any use, with special disinfectant detergents, always wearing gloves during cleaning.
- You should not leave in the bathrooms, personal items such as toothpaste, toothbrush, razors, scissors, clothes, linen, towels, brushes, and so on in the bathrooms . Each student must have personal toilet paper.
- Room floors must be daily washed using a solution of water and sodium hypochlorite (bleach).

✓ **Apartments:**

- EDISU carries out apartments cleaning before deliver them to the users.
- Each user must ensure that his apartment in all its spaces (bedroom, kitchen, living room, corridor, bathroom,...) is daily sanitized in all its spaces.
- Each user must wash and dry his dishes storing them in his personal space; he must also clean hob, sink and table with suitable degreasing detergents and disinfectants. In case of

shared toilets, users must clean the sanitary surfaces, after any use, with special disinfectant detergents always wearing gloves during cleaning. You cannot leave, personal items such as toothpaste, toothbrush, razors, scissors, clothes, linen, towels, brushes, and so on, in the bathrooms Each student must have personal toilet paper. The room floors must be washed daily using a solution of water and sodium hypochlorite (bleach).

✓ **Common areas:**

- EDISU Piemonte guarantees that surfaces and spaces sanitization is carried out within the common areas in accordance with the tender specifications and current regulations related to Covid 2019 prevention.
- In case of presence of a person with Covid-19 inside the common rooms, EDISU Piemonte shall clean and sanitize the room according to the provisions by the competent authorities.

Art. 6 USE OF COMMON AREAS.

- EDISU Piemonte provides suitable hand cleaning equipment in the common areas of the residences.
- Hand cleaners will be accessible to all even with the use of dispensers located in easily identifiable points and marked with a special sign.
- Guests must always wear the surgery mask when they are in the common rooms inside .

Study rooms inside the residences:

- They are open from Monday to Sunday all day long, and only closed when room cleaning is planned .
- They are open on the following conditions:
 - ✓ Using only the seating positions identified by E.D.I.S.U.
 - ✓ for a maximum of 3 hours per day for each user
 - ✓ with sanitization of the workstation used at the beginning and at the end of use by each user
 - ✓ upon reservation by the user, to be effected by 12.00 a.m. of the day before by filling in the appropriate paper register. Monday reservations must be received by 12.00 a.m. on the previous Friday;
 - ✓ in case of stations availability the maximum number of hours can be extended
- In order to ensure compliance with the above provisions, EDISU Piemonte will activate a control service by means of personnel in charge.

Common kitchens:

- They can be exclusively used to prepare and take a meal, without time limitation. It is allowed to use only the kitchen of the assigned room.
- No other use of space, even temporary, is allowed.
- It remains in force the prohibition of gathering, it will not be mandatory to book for access. If for each structure particularity it is considered appropriate, shifts of use may be foreseen, on special printouts exposed at kitchen entry
- At the end of use each student must wash, dry and store his dishes in the personal space; he must also clean hob, sink and table with suitable degreasing and disinfectant detergents;
- Dishclothes and food must not be left in the kitchen. During the cleaning operations, cleaners will permanently remove any object found out of place.

- During stay in the kitchen it is mandatory to use respiratory protection (covering nose and mouth).

Gyms:

- They are accessible to all the accommodation assignees . Users will be informed which gym they can access, if it is not present/available at their residence.
- Opening times are set by each residence.
- The use is provided for a maximum of 2 shifts, 2 hours each long, per week (for a total of 4 hours per week for each user). In case of availability the maximum number of hours/shifts can be extended.
- The interpersonal distance of at least 2 meters has to be respected when no nose and mouth protection (surgical mask) is used
- The user must sanitize the appliances used at the beginning and at the end of use.
- The reservation is required to access, by 12.00 a.m. of the day before the day of use.
- Monday reservations must be received on Friday by 12.00 a.m.. For Olimpia residence reservations can be made, with the same advance, even by sending an e-mail to sportecultura@edisu-piemonte.it.
- EDISU will carry out the control in the use of gyms and may change the above opening time according to users requirements.

Corridors:

- In corridors and landings it is mandatory to protect the respiratory tract (covering nose-mouth) maintaining the safety distances.

Outdoor spaces:

- Performing motor activities in outdoor spaces of the residence (courtyards, green areas, and so on) is allowed under the conditions laid down in the DPCM in force, i.e. with due regard to interpersonal safety distance of at least two metres for sporting activities and of at least one metre for any other activity, unless the presence of an accompanying person for minors or people who are not completely self-sufficient is necessary. Guests must always wear the mask even in the outdoor spaces belonging to the residence when they cannot observe the safety distances mentioned above.
- If there is a smoking area a minimum distance of 4 meters between one ashtray and another must be guaranteed

Snack areas

- In snack areas a maximum of 2 people each time is allowed, at a distance of at least one meter. Users may only stay for the time needed to get the products

Other common rooms

- They will be available, where possible, according to specific internal regulations for each structure

Laundry rooms

- Access to the laundry rooms will be on reservation.

Art. 7. ACCESS TO VISITORS

- Access is allowed only to the ones in possession of one of the valid certifications Covid-19 Green Certificate (vaccination against Covid-19, recovery from the infection SARS-CoV-2, a negative antigenic or molecular swab taken within the last 48 hours).
- Verification of the provisions of points 1 will be carried out by the reception staff of the university residence.
- Hospitality is allowed only during the presence of the concierge and in any case not later than the time range from 10.00 a.m. to 10.00 p.m. exclusively at the common areas identified in each structure.
- It's possible to accommodate only one visitor at a time. In case of necessity of a greater number of subjects for educational and/or institutional purposes, they must be previously authorized by the reception staff.
- In case of multiple room assignment the visit will be allowed with the consent of roommate.
- Upon arrival, temperature will be taken to the visitor and he must sign the form by which he states not to be subjected to the measure of fiduciary isolation and not to have symptoms attributable to possible contagion from COVID19. The user who welcomes the visitor must go to the concierge to accompany her/his visitor in the assigned room or in the identified common room.
- If temperature is higher than 37.5 they may not access the structure.
- Daytime guests are allowed access only with a mask
- Any hospitality during the night is forbidden.

As required by art. 6 paragraph 9 of residences regulation, the host assignee is responsible for the behaviour of his host. In the event of a breach of these Rules, the host student shall be subject to the penalties foreseen.

At the structures in agreement, the modalities of external access will be communicated directly by the manager at the time of the accomodation.

Art.8. Lifts for disabled.

- The use of lifts should be limited to cases where it is strictly necessary, in which case only one user must always enter at a time. Communication graphics and notice of proper use are posted inside and out to all elevators. The mandatory indications must be respected or the plant will be stopped by the head of the RSPP service of EDISU Piemonte.

Art. 9 BEHAVIOUR IN CASE OF MAINTENANCE OPERATIONS.

- Access to private premises (rooms/lodgings)
- Unless emergency intervention is required, the entrance to these rooms must be communicated at least 48 hours in advance to the contact persons of the facility
- The structure must inform the occupants of the rooms affected by the intervention providing information on the time slot and type of activity; the occupants will be invited to aerate the premises in advance to allow access to the technical operators in charge.

- On the day of the intervention, at least 30 minutes in advance, the reception will remind users to aerate the premises.
- The technicians (operator external firm + structure staff in charge), equipped with surgical mask - gloves, to access the premises will have to: knock and back up waiting for the opening door; access to perform the necessary intervention while maintaining personal distances of at least 1 m; leave the room; sanitize the handle and any objects eventually touched.
- In case of absence of user in the room: entrance with pass or key, opening windows, execution intervention, sanitization of the handle and any objects touched

Art. 10. Management of a symptomatic person.

- In case a student, initially asymptomatic, develops fever and respiratory symptoms (cough and respiratory difficulty), you must immediately put on a mask and inform the reception of reference or the person in charge for the accommodation service at 335.77.82.267 or to the e-mail address sara.rainero@edisu-piemonte.it and urgently contact your general practitioner or the numbers below. In case of sudden illness, not better identifiable by self-diagnosis, immediately call the emergency services dialing the number 112 and wait for the arrival of doctors following the instructions that will be given by telephone by the operator who answers to the call.
 - ✓ **REGIONAL FREEPHONE 800.95.77.95**
 - ✓ **MINISTRY OF HEALTH 1500**
 - ✓ **EMERGENCY HEALTH 112**
- In case of confirmation from the competent authorities of need of isolation, the user must inform EDISU in the figure of the housing service head at 335.77.82.267 or to the e-mail address sara.rainero@edisu-piemonte.it and stay isolated from other present subjects.
- Wait for directions from EDISU Piemonte for any room/ accommodation.
- In case of a positive swab student, a certificate of negativization is required before loosening isolation measures .

PENALTIES

- All guests of EDISU residences are required to comply with the obligations and provisions set out in this Protocol, aimed to provide a contribution to the measures issued by the Government regarding the containment of infection by Covid-2019.
- The breaking of such provisions involves the application of the penalties foreseen by the internal regulations of residences, as modulated with determination no. 289 of 07/05/2020 regarding the breaking of the provisions related to the emergency COVID-2019. EDISU Piemonte also reserves the right, with its own provision, to make further modulations of the penalties foreseen by the regulation, always in relation to the provisions related to the emergency COVID-2019, in order to ensure a suitable penalty system that reinforces the respect by the guests of the residences.

EMERGENCY BIOLOGICAL AGENT MANAGEMENT OF SARS-COV-2 CORONAVIRUS (Covid-19)
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