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Annex 1 - Rectoral Decree n. 472 dd. 4.6.2021

University of Trento

ANTI COVID-19 RULES

FOR EVENTS ORGANISED IN THE PRESENCE

Only valid for white or yellow zone

Events organised by the University structures (Departments/Centres, Directorates) within the University premises must comply with the following COVID-19 security measures:

1. The permitted capacity **must not exceed 50%** of the maximum authorised capacity and, in any case, the maximum number of participants **must not exceed 1.000 for open-air events** and **500 for indoor events**.
2. It must be ensured **the respect of the maximum capacity numbers allowed under COVID-19** for the specific halls/locations hosting the event (the numbers for the different halls are available in the file published online in the section "Infoservizi" dedicated to event organisation).
3. Participants must have **pre-assigned places** with **compulsory reservation**.
4. Only people wearing a **surgical mask** (or with equivalent or higher protection) may enter the structure hosting the event: no fabric masks are allowed.
The event organising Staff must ensure that **spare masks** are available for those who do not have them.
5. For the whole duration of the event, the **continuous use of the surgical mask is mandatory** for all the participants except for children younger than 6 years and people with disabilities or diseases incompatible with the continuous use of personal protection equipment. Interested persons must indicate this condition when booking their place for the event.
6. During the event, **people must remain seated**.
7. Seats must be at a minimum **distance of 1 meter** (front/back and sideways).
Exceptions to this rule are distances among **family members living together**.
In the case of **participants who do not have to wear a mask**, the **minimum distance must be 2 meters** (excluding family members living together).
8. Speakers may speak from a reading desk (or table) without a mask, provided they maintain a **distance of at least 2 meters** between themselves and other persons.
If they speak without removing the mask, the distance may be reduced to 1 meter.
9. The reading desk/table/microphone has to be **sanitised** after each speech.
10. Accesses and passages must be guarded: people must **enter the facility** - one at a time - **via a single** route, ensuring interpersonal distancing (escape routes must be guaranteed).
11. Where possible, a one-way entry and exit flow must be provided: if this is not possible, the flows of people entering and leaving the facility should be managed in such a way that there are **no crossings** between people entering and leaving.
12. Adequate information on preventive measures taken to contain the pandemic, **also in English** should be provided and displayed at the entrance.



13. **Hydro-alcoholic hand hygiene solutions** should be made available at the entrance.
14. **There must be monitoring persons.** They have to check and remind people to respect the rules throughout the event.
15. All staff involved in the organisation of the event are required to **wear masks.**
16. A **prior authorisation must be granted for access to the building** in case of events hosted at the University of Trento. For insiders via App and for outsiders via email or paper form.
17. A **thermometer** must be **available** to measure the temperature in case any participant does not feel well during the event.
18. **Nothing must be distributed to participants (gadget or paper material).** Participants must have their own pen and notepad.
19. No distribution of food and drink must be carried out unless it is done by duly authorised **catering professionals** and in compliance with anti-Covid-19 rules.
20. In case of an event with catering **spaced seats** should be provided in order to avoid people walking around and crowd.
21. If a **support desk (organizing secretary)** is needed during the event, a **table with plexiglas must be provided** to ensure the distance and protection between UniTrento Staff and participants.
22. People violating these rules shall be turned away.
23. The scientific referee of the event undertakes to ensure that the participants in the event comply with the provisions of this document.

This document has been drawn up on the basis of the provisions set out in the Decreto Legge n. 65 del 18 maggio 2021, as amended.

The Rector's Security Officer
University COVID Contact person

Prof. Riccardo Ceccato

Trento, 3 June 2021