

## **SUBJECT: NEW MEASURES TO DEAL WITH THE COVID-19 HEALTH EMERGENCY IN IMPLEMENTATION OF DECREE LAW NO. 111 DATED 6 AUGUST 2021**

### **THE RECTOR**

#### **DECREES AS FOLLOWS**

In compliance with the provisions of Decree Law No. 111 of 6.8.2021 and the measures currently in force introduced by the Ministry of Health, the University of Pavia shall carry out its teaching, research and “third mission” activities and shall also provide administrative, operational and IT support to those activities according to the following procedures.

#### **ARTICLE 1 – Lessons**

In accordance with Article 1 of Decree Law No. 111/2021, priority is given to in-person teaching and curricular activities.

In compliance with a resolution of the Academic Senate dated 21.6.2021, teaching staff shall continue to deliver lectures by means of video-streaming only in cases where groups must be formed and students must take turns with in-person attendance in order to maintain any social distancing obligations in place and as a result a reduced capacity of lecture halls.

Video recordings of lectures, which moreover may also include those relating to the last academic year 2020-2021, must in any case be put online for all lectures even when not delivered by video-streaming.

Lectures shall be video recorded in the academic year 2021-2022 and those for the academic year 2020-2021 may not be made available only in the following two cases: a) where the lectures were not delivered in the academic year 2020-2021; b) where the recordings for the academic year 2020-2021 are no longer available.

Video recordings of all lectures (both those for the academic year 2020-2021 or those for the academic year 2021-2022) must be made available to students for at least 15 days after the lecture according to the procedures already followed in the academic year 2020-2021.

In order to facilitate urban and extra-urban mobility, a recommendation is made for timetables to set the start of in-person lectures not earlier than 09:30 a.m. whenever it is possible from an organisational viewpoint.

It should also be noted that it is important to observe the rule to allow a break of a quarter of an hour within every two hours of teaching in order to ventilate the premises except for the first two hours which, if they begin at 9:30 a.m. they shall end at 11:00 a.m. and shall be followed by a quarter of an hour break.

#### **ARTICLE 2 – In-person access by students to lectures**

In-person access to lectures shall only be allowed for students in possession of a green Covid-19 certificate. It should be noted that this certification is also issued in the absence of vaccination, on condition that students have undergone – with negative findings – a molecular test (or rapid antigenic test) in the last 48 hours or have fully recovered from Covid-19.

Access to lecture halls shall only be possible after students have made the following declaration: "I hereby undertake to only enter the university if I meet the requirements set by decree Law No. 111/2021". This can be made by using the app available at <https://frequenzainpresenza.unipv.it/> which was already in use during the last academic year to express a student's wish to attend lectures in-person.

Actual attendance by students at lectures shall be verified using the attendance register app provided by CINECA (<https://unipv.appmobile.cineca.it/>). When using this attendance register app, in addition to recording their presence students shall also make the following declaration: "I meet the requirements set by decree Law No. 111/2021".

The Covid-19 green certificate obligation does not apply to students who are exempted from the vaccination campaign on the basis of an official medical certificate issued in accordance with the criteria defined in the relative Ministry of Health Circular. These students may gain access to the university if they are in possession of the aforementioned medical certificate, which must be shown on request.

### **ARTICLE 3 - Interim examinations**

Written and oral interim examinations are taken with in-person attendance in compliance with the health and the "Anti-infection protocol" regulations approved by the university and in accordance with the legislation currently in force.

Until 30<sup>th</sup> November 2021, students who request it on enrolment shall be allowed to take interim examinations (both written and oral) remotely. In this case the students may be examined at the end of the in-person examinations or in any case in compliance with the instructions given by the President of the Examination Commission.

In order to be able to take both written and oral examinations in-person, possession of a Covid-19 green certificate is compulsory. It is underlined that this certification is also issued in the absence of vaccination, on condition that a negative result of a molecular test (or rapid antigenic test) has been received in the last 48 hours, or the student has fully recovered from Covid-19.

For the Specialisation School for the Legal Professions, written tests and examination simulations may be taken in-person, but again with the obligation to be in possession of a green Covid-19 certificate.

### **ARTICLE 4 - Final degree examinations**

The graduation sessions (for three-year, masters and "single cycle" masters degrees), the final doctorate examinations and the discussion of medical theses shall be held in-person in compliance with the health and the "Anti-infection protocol" regulations approved by the university and in accordance with the legislation currently in force.

Until 30<sup>th</sup> November 2021, students who request it when submitting the application shall be allowed to take their final degree examinations (both written and oral) remotely. In this case the students shall be examined at the end of the in-person examinations or in any case in compliance with the instructions given by the President of the Degree Commission.

Participants shall be informed in advance of the relative timetable for each graduation session in order to avoid crowding.

Each degree candidate may gain access to the university premises accompanied by a maximum of five persons. That limit may be raised by the Department Director on the basis of the space actually used and the organisation of the graduation session in observance of the social distancing rules and all the health regulations as well as by ensuring that the event is generally conducted in a safe and orderly manner.

It is recommended that the graduation session is video streamed especially if the number of accompanying persons is limited to five.

Possession of a Covid-19 green certificate is compulsory for all those granted access to the university premises.

All types of celebration are strictly forbidden.

## **ARTICLE 5 – Office hours for students**

Office hours for students shall be available primarily on an in-person basis following the general procedures communicated by the lecturer.

Until 30<sup>th</sup> November 2021, office hours may also be available remotely for those students who request it via email.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance.

## **ARTICLE 6 – Laboratories, field trips, traineeship; the preparation of degree and doctorate theses; study rooms; conventions and conferences**

Priority is given to in-person presence in laboratories and on field trips (inclusive of compulsory practical activities to be carried out in the field) and traineeship activities, consistent with the regulations currently in force regarding public health and safety as well as any measures that restrict the circulation of persons and vehicles.

Visits to laboratories and libraries are permitted for the purposes of preparing degree and research doctorate theses, again in compliance with the health and the "Anti-infection protocol" regulations approved by the university.

Department Directors may allow the use of study rooms up to the limits of their capacity, while ensuring a minimum social distance of one metre.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance.

## **ARTICLE 7 - Masters and other postgraduate courses**

Teaching activities for masters and other postgraduate courses and the final examination sessions may be held either in-person or remotely in compliance with the safety conditions set by law and by health regulations.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance.

## **ARTICLE 8 - Teaching activities for those specialising in medical fields (specialist training for doctors and specialist schools for non-doctor graduates)**

Students on specialist courses shall comply with decisions made by the directors of the schools.

Teaching activities for professional specialist courses shall be in-person in compliance with the safety conditions set by law and by health regulations and following the procedures already currently in force.

Appropriate health and safety conditions, inclusive of the prescribed personal protective equipment, shall always be guaranteed for specialist students.

Teaching of theory may be carried out remotely, on the basis of decisions made by directors.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance.

## **ARTICLE 9 – Traineeship outside the university for undergraduates and graduates**

Traineeship outside the university may take place in compliance with the public health and safety regulations currently in force.

For students on traineeship, account must also be taken of measures that restrict the circulation of persons and vehicles, where they are in force. All information on the activation and management of curricular traineeship for undergraduates and extra curricular traineeship for graduates at institutions and companies outside the university may be found on the relative page of the *Centro Orientamento Universitario* (COR – university guidance centre).

Mandatory traineeship for students attending courses run by the departments in the Faculty of Medicine and Surgery shall be held in-person in associated hospital facilities, subject to their availability.

For information regarding outward and inward international traineeship under the Erasmus programme, reference should be made to Article 11 of this decree.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance on university premises.

## **ARTICLE 10 - Research activities**

Research activities in laboratories and libraries carried out by lecturers, research fellows, holders of scholarships, PhD students, undergraduates and technical and administrative staff shall continue normally in-person.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance.

## **ARTICLE 11 - International mobility**

Access to university facilities is permitted for all those taking advantage of periods of inward international mobility, in compliance with the obligations set by national laws, inclusive of possession of a Covid-19 green certificate as mentioned in previous articles.

Outward mobility is permitted in compliance with the obligations set by the laws of the relative foreign country and host institution, inclusive of the possible possession of a Covid-19 green certificate. It shall be the responsibility of the host institution to perform such checks as may be necessary.

PhD students, teaching, research, technical and administrative and library personnel are required to initiate a mission procedure with the department to which they belong and their mobility shall in any case be subject to the completion and approval of the relevant mission assignment form.

## **ARTICLE 12 - University personnel missions**

Inward and outward missions of teaching, technical and administrative and library personnel shall be permitted in compliance with the obligations set by national laws, inclusive of possession of a Covid-19 green certificate.

The authorisation of foreign missions shall be subject to the completion and approval of the relevant new mission assignment form, available online.

## **ARTICLE 13 - Library services**

In-person use of university library services requires possession of a Covid-19 green certificate.

The main and more-in-demand library services (e.g. local and inter-library lending, bibliography reviews, supply of documents in PDF format for hardcopy and electronic material) shall continue to be provided. However, they shall be delivered following contactless procedures (i.e., without the support of front office staff normally present). Home library lending services shall continue to be provided, by using couriers free-of-charge for users. These services shall be intended in particular for those who do not live in Pavia or Cremona.

Access to libraries shall, subject to availability, be extended to all institutional users (researchers, lecturers and PhD students, research fellows, holders of scholarships, tutors, staff on contracts, final year and other undergraduates), both for viewing as well as for individual study. Booking remains compulsory and must be completed using the “Affluences” app or its internet version (<https://www.affluences.com>).

Access shall be permitted to libraries that have introduced appropriate social distancing measures to reduce the risk of closeness and crowding in compliance with the health and safety prevention measures contained in the “Anti-infection protocol” regulations approved by the university.

#### **ARTICLE 14 - Student university employment**

Students may be employed by the university with in-person attendance in compliance with the safety conditions contained in the “Anti-infection protocol” approved by the university. The Heads of the relevant Functions may at any rate allow job tasks to be provided remotely where this is practical.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance.

#### **ARTICLE 15 - Tutorship employment**

Tutorship may be delivered in-person or remotely (at the discretion of the Head of the tutorship project), again in compliance with the safety conditions contained in the “Anti-infection protocol” approved by the university.

The possession of a Covid-19 green certificate shall be requested for all activities with in-person attendance.

#### **ARTICLE 16 – Canteens and halls of residence**

A Covid-19 green certificate shall be required to access university canteens and halls of residence.

Those in possession of a Covid-19 green certificate may consume meals outdoors and in lecture halls during breaks between lectures, provided this does not interfere with hygiene and cleaning operations. The normal rules of proper behaviour must also be observed together with health regulations (except for the obligation to wear a mask for the time strictly necessary for consuming meals).

#### **ARTICLE 17 – Checks on possession of Covid-19 green certificates by students**

The university shall carry out sample checks for the possession of Covid-19 green certificates by university students in accordance with Article 1, paragraph 6, point 4 of Decree Law No. 111/2021.

In any event, when carrying out educational activities (lectures, examinations, work experience, workshops, student tutorials, etc) university lecturers may, should they consider it appropriate, request to see the Covid-19 green certificates of the students in attendance.

Those in charge of libraries, study rooms, sports facilities and all other university facilities or activities may request to see the aforementioned certificate of each person in attendance.

## **ARTICLE 18 – University personnel (Lecturers, technical and administrative staff, language assistants and experts)**

Decree Law No. 111/2021 requires that from 1<sup>st</sup> September 2021 until 31<sup>st</sup> December 2021, all university personnel must be in possession of a Covid-19 green certificate, with the exception of those who are exempted from the vaccination campaign on the basis of an official medical certificate in accordance with the criteria defined in the relative Ministry of Health Circular.

The specific procedures for checking possession of Covid-19 certification (or the aforementioned medical certificate) shall be set out in a government decree, the issue of which has been announced. If that decree is not issued in the very near future, the university shall issue its own organisational and operational instructions in full compliance with the regulations currently in force and with those governing the data protection of the individuals concerned in particular.

## **ARTICLE 19 – Exemption from the obligation to possess a Covid-19 green certificate and equivalents**

In accordance with Article 1, paragraph 6, point 3 of Decree Law No. 111/2021, the aforementioned provisions do not apply to those who are exempted from the vaccination campaign on the basis of an official medical certificate in accordance with the criteria defined in the relative Ministry of Health Circular.

A Covid-19 green certificate obtained in another European Union country is equivalent to an Italian certificate.

## **ARTICLE 20 - Personal data processing**

In no cases shall data regarding Covid-19 green certification be subject to processing, except for the sole viewing of the certificate by authorised university staff. The purpose of processing the personal data of those concerned is to address the Covid-19 health emergency in implementation of Decree Law No. 111/2021 and it forms part (also conducted remotely) of the institutional functions of the university, a primary higher education and research institute, which operates in implementation of Article 33 of the Constitution and Article 6 of Law No. 168/1989 and subsequent amendments and additions, according to the procedures laid down in its statute and in sector regulations. No specific consent is therefore required of the persons concerned. The relative tools shall be configured in a manner that shall minimise the personal data to be processed. Data processing and general data protection shall be carried out on the basis of university notices available here <https://privacy.unipv.it>.

## **ARTICLE 21 – Effective date**

The provisions set out in this decree shall enter into force from 1<sup>st</sup> September 2021 and shall be effective until 31<sup>st</sup> December 2021, unless national and/or regional regulations are issued in the meantime which may result in amendments thereto.

Should the health emergency cause national and/or regional authorities to apply more restrictive measures, these measures shall be amended as a consequence.



UNIVERSITÀ  
DI PAVIA

Pavia, *date of the protocol*

# Il Rettore

## **THE RECTOR**

Prof. Francesco Svelto

*(document signed electronically)*