<table>
<thead>
<tr>
<th>SCUOLA NORMALE SUPERIORE</th>
<th>NAME</th>
<th>SIGNATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer</td>
<td>PROF. LUIGI AMBROSIO</td>
<td></td>
</tr>
<tr>
<td>Manager of prevention and protection service (RSPP)</td>
<td>ING. EUGENIO LUCCHESINI</td>
<td></td>
</tr>
</tbody>
</table>
GENERAL RULES

- All those entering the SNS buildings must have their body temperature taken; if it is above 37.5 °C, they must put on a surgical mask immediately and the necessary assistance must be provided in accordance with the stipulations of the local health authorities.
- Before entering any building of the Scuola, you are required to put on a face mask, which must be worn for the entire duration of your stay inside the SNS structures.
- You must sanitize your hands at the entrance to the building and repeat the procedure frequently for the entire duration of your stay in the buildings of the Scuola.
- Your face mask must be worn during transfers from one building to another.

RULES FOR UNDERGRADUATE AND PhD COURSE ADMISSION EXAMINATION PROCEDURES

Specific obligations for access to the SNS structures for candidates and anyone accompanying them.

- Students taking the examinations must constantly monitor their state of health (ideally, starting from at least 3 days prior to their engagement at the SNS). Should they develop any flu-like symptoms, with or without changes in their body temperature, they are urged to notify the competent offices without delay and to stay away from the Scuola. Notification is obligatory if their temperature rises above 37.5 °C.
- Students’ body temperatures will be taken when they enter the building, after which they must deposit a duly completed copy of the attached self-declaration, as stated in the attachment to Ordinance No.70 of the President of the Regional Council of Tuscany of 2nd July 2020. All
those refusing to have their body temperature taken or to deposit a self-declaration will be denied access to the structures of the Scuola.

- Students will be allowed to enter the SNS buildings with a regulation surgical mask (provided by themselves); the Scuola is not obliged to provide masks, but these are available at the Regional SSN (national health service) facilities. In any case, the SNS will undertake to provide regulation surgical masks if necessary.

- It must be reiterated that access will be denied to students and to anyone accompanying them if they refuse to have their body temperature taken or to deposit a self-declaration.
Specific obligations for lecturers for access to the SNS structures

- Lecturers must have their temperature taken at the porter's lodge before entering the structures of the SNS.
- Those whose body temperature is above 37.5°C will be isolated in a specially designated room, and must immediately notify their family doctor; the SNS will get in touch with the local ASL (health authority), which will see to the anti-Covid procedure (serological test, followed by throat swab in positive cases).
- For the entire duration of the examination, all members of the commission are required to wear a face mask and to maintain a distance of 1.80 m. from the candidates.
- The various commissions will be assigned rooms with appropriately distanced fittings; when the interpersonal distance is less than 1.80, lecturers must wear an FFP2 face mask and a visor.
- Face masks and visors will be provided daily by the SNS to all personnel involved in the examinations, and will be replaced at the end of the day to allow for access the following day.

Instructions for conducting examinations

- The examination schedules will be published daily on the web site of the Scuola (the only vehicle of general communication during the COVID epidemic).
- Once having entered the building (at least half an hour before the start of their turn), candidates (if appropriate, accompanied by witnesses) will be led to a predetermined station near the classroom assigned to the respective commission to wait their turn.
- A maximum of two witnesses, identified by the candidate, will be allowed into the examination room, and will be seated in the places allocated to them in the room.
- The next candidate must arrive at least half an hour before the start of his or her examination and will be led to a predetermined station (a seat or bench) with social distancing in place.
- Upon entering the examination room, the student will be invited by the President of the commission (or his delegate) to take up his or her position at the appointed place and any witnesses to sit in the places designated for them.
- On no account can the candidate change the plan of the fixtures at his disposal. The arrangement of the fixtures must not be altered for any reason for the entire duration of the examinations.
- Only after sanitizing his hands can the candidate take his or her seat for the start of the examination; should the examination require the aid of a computer, protective film will be placed on the computer keyboard.
- The candidate must be seated at a safe distance (1.80 m.) from the commission, and must wear a surgical mask covering mouth and nose for the duration of the examination.
- Any lecturer who needs to come close to the candidate in order to administer exercises or texts must wear a visor (or protective glasses) as well as a surgical mask. Lecturers moving around the examination room must maintain a distance of 1.80 m. from the students. If this is not possible, they are required to wear an FFP2 mask and a visor.
- Students may write their answers on paper (with real-time video projection) or on the blackboard. When the lecturer asks the student to approach him to explain answers written on the blackboard or on paper, the lecturer must wear his or her surgical mask. Students using the blackboard for the examination will be given a piece of chalk for their sole use at the start of the examination.
- If the lecturer also needs to bring the student to the blackboard to view his or her written answers (hence not being able to maintain a minimum distance of 1.80 m.), the lecturer must wear an FFP2 mask and a visor (or protective glasses). Lecturers may have at their disposal a further board for the formulation of exercises for the candidate, avoiding the need for close contact.
It is preferable that candidates bring their own pens and/or pencils so as to avoid the exchange of objects between students and the commission; for managing the documents under examination, digital rather than paper versions are desirable.

Every commission will have available signposted toilet facilities for the exclusive use of the candidates.

The examination commission will be assigned their own toilet facilities on the same floor as the examination room for the use of both sexes.

No food or drinks except for water are to be consumed in the examination room or in any of the communal spaces of the SNS.

The examination room will be equipped with sanitizing gel, which must be used by the candidate and the lecturers on the commission to sanitize their hands at the beginning of the examination; this procedure is indispensable when using computers belonging to the student (where present) and those of the commission.

Indications as to the rules for access, pathways, rooms assigned to the commissions and rules for personal hygiene will be incorporated into the normal signposting present at the sites of the SNS, and will be present along the permitted pathways; the SNS will block off all pathways out of bounds with white and red or yellow and black tape and/or chains.

The SNS will, when possible (depending on the plan of the building), provide a separate entrance and exit for examination candidates.

Should a candidate present with suspected Coronavirus symptoms (including simple 'flu-like symptoms) the president of the commission has the authority to stop the examination and to arrange for it to proceed at a distance.

The use of ventilators is forbidden for the entire duration of the examination session, as these may accelerate the spread of droplets
and hence cancel out the benefit of the 1.80 m. distancing; as an alternative, the air conditioners may be turned on (where possible with deflectors aiming upwards), but they must be sanitized at least once a month.

*During the examination, the Commission may take photographs of the answers written on paper or on the blackboard so as to facilitate the completion of the various stages of the examination. These photographs are kept on devices belonging to the Scuola with access limited to the members of the Commission for the entire duration of the examination session, and they will be destroyed upon its termination. No other use of the said photos is envisaged or permitted.*

Compliance with the above mentioned measures will be verified by the President of the Examination Commission and by the Prevention and Protection Service of the SNS.

**In order for a room to host more than one commission (max. 2 at a time, solely in the classrooms marked on the above reported map) the following conditions must prevail:**

- the room must have at least two entrances;
- the desks must be arranged opposite one another (longitudinally, as in the figure) and the relative positions for the listeners/candidates must be placed half in one direction and half in the opposite direction; this arrangement is only possible if the room has two separate entrances.
<table>
<thead>
<tr>
<th>Type of DPI/DP</th>
<th>Characteristic notes and regulation category</th>
<th>Illustrative photos</th>
<th>Place of use</th>
</tr>
</thead>
</table>
| Surgical mask    | • Class 1R  
 • 3 layers  
 • UNI EN 14683:2019 certification                                                                                 |                     | • Access to SNS sites  
 • Activities within the SNS, in closed spaces |
| FFP2 mask        | • 149:2009  
 • certificate CE                                                                                              |                     | • Where there is a distance of less than 1 m. (or of less than 1.80 m. for lecturers during the admission examinations) |
<p>| Visor            | • EN 166:2001                                                                                                 |                     | • Where there is a distance of less than 1 m. (or of less than 1.80 m. for lecturers during the admission examinations) |
| Protective glasses | • EN 166:2001                                                                                              |                     | • Where there is a distance of less than 1 m. (or of less than 1.80 m. for lecturers during the admission examinations) |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sanitizing gel</strong></td>
<td>• 65% alcohol-based</td>
<td>• Activities within the SNS structures</td>
</tr>
<tr>
<td><strong>Breath shield</strong></td>
<td>• No regulation category</td>
<td>• Examination activities within the SNS structures</td>
</tr>
<tr>
<td>Type of DPI/DP</td>
<td>Characteristic notes and regulation category</td>
<td>Illustrative photos</td>
</tr>
<tr>
<td>-----------------</td>
<td>----------------------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Sanitizing spray</td>
<td>• Acting on fungi, bacteria and viruses</td>
<td><img src="image1.png" alt="Sanitizing spray" /></td>
</tr>
<tr>
<td>Thermo scanner</td>
<td>• For human use</td>
<td><img src="image2.png" alt="Thermo scanner" /></td>
</tr>
</tbody>
</table>
ATTACHMENT 1

SELF-DECLARATION

AUTODICHIAZIONE
RILASCIATA IN OCCASIONE DELLA PARTECIPAZIONE ALLA PROVA CONCORSUALE ____________

Il sottoscritto ________________________________

Nato a ____________ il ____________

Residente a ________________________________

Documento identità n. __________________________

Rilasciato da ____________ il ____________

consapevole delle conseguenze penali previste in caso di dichiarazioni mendaci ai sensi degli artt. 46 e 47 D.P.R. n. 445/2000,

DICHIERA SOTTO LA PROPRIA RESPONSABILITÀ

• di aver preso visione delle misure di sicurezza e tutela della salute per la prevenzione del contagio da COVID-19, pubblicate dall’amministrazione sul proprio portale dei concorsi, e di essere consapevole di doverle adottare;

• di non essere stato sottoposto alla misura della quarantena o isolamento domiciliare fiduciario negli ultimi 14 giorni;

• di non essere stato a contatto con persone positive, per quanto di loro conoscenza, negli ultimi 14 giorni;

• di non presentare febbre (temperatura corporea > 37.5°C) o sintomatologia simil-influenzale (ad es. tosse, alterata percezione dei sapori e degli odori, disturbi intestinali, ecc.);

La presente autodichiarazione viene rilasciata quale misura di prevenzione correlata con l’emergenza pandemica del SARS-CoV 2.

Luogo e Data __________________________

Firma leggibile ___________________________
ATTACHMENT 2

ORIENTATION PLANS FOR THE ADMISSION EXAMINATIONS
AT THE PISA SITE
EXAMINATIONS FOR ADMISSION TO THE UNDERGRADUATE COURSE


Palazzo della eCarovana - Piazza dei Cavalieri 7
PISA (PI)
lei. 050 509111 - mail. emergenza.coronavirus@sns.it
On entry, you must sanitize your hands and repeat the process frequently for the whole of your stay within the structures of the Scuola.

At the entrances, you will be asked to have your body temperature taken: access will be permitted only if your temperature does not exceed 37.5°C.

For 24/8 only, the Aula Mancini will be used for the commissions of Sciences.

At the entrances, you will be asked to have your body temperature taken: access will be permitted only if your temperature does not exceed 37.5°C.

For 24/8 only, the Aula Mancini will be used for the commissions of Sciences.
You are required to maintain an interpersonal distance of at least 1.80 metres.
ATTACHMENT 3

ORIENTATION PLANS FOR admission examinations AT THE FLORENCE SITE
On entry, you must sanitize your hands and repeat the process frequently for the whole of your stay within the structures of the Scuola
You are required to maintain an interpersonal distance of at least 1.80 metres.