

PROTOCOL AND PRACTICE FOR COVID-19 RISK MITIGATION AT VENICE INTERNATIONAL UNIVERSITY

Information for participants of seminars, conferences, and meetings.



Guiding principles

The health, safety, and well-being of our VIU community is the primary focus that guides the decisions of VIU relative to COVID-19.

VIU decisions are informed by Italian national legislation, Veneto Regional legislation, Italian ministerial guidance and the recommendations of the scientific community.

All students, professors, staff, and participants must agree to the co-responsibility pact in order to attend VIU activities.

Before arrival:

Please consider that if you are travelling from some locations, certification of a negative result of a Covid-19 test taken within the previous 72 hours or 48 hours is required for take a flight or a train or for entry to Italy. If you are unable to get a test before departure, you will able to take a test on arrival (not available in all airports or train stations)

Consult the official Foreign Ministry information here:

<https://www.esteri.it/en/ministero/normativaonline/focus-cittadini-italiani-in-rientro-dall-estero-e-cittadini-stranieri-in-italia/>

Take a questionnaire to understand if you are legally required to be tested:

<https://infocovid.viaggiasesicuri.it/>

General practice on and off campus during your semester at VIU:

- All students, professors, participants, and staff should self-monitor on a daily basis for symptoms including a cold, sore throat, fever, labored breathing, or other flu-like symptoms and malaise, or loss of smell or taste.
- Wash hands often with soap and water, or use a gel hand sanitizer.
- Avoid touching your face.
- Maintain appropriate social distancing – minimum 1 meter.
- Wear a face mask at all times indoors, except in own residence, and outdoors where social distancing of 1 meter cannot be respected.
- Avoid hugging and hand-shaking.
- Cough or sneeze into a tissue or into your elbow. Dispose of the tissue immediately.
- Masks are required on public transport, and indoors in public buildings, shops etc.



- In bars and restaurants you must wear a mask when entering, and can remove it only when seated, including in outdoor seating areas. A minimum social distance of 1 meter must be maintained with anyone who does not live in your household.
- In the event of a COVID-19 outbreak at VIU or in Venice, cooperate with the authorities in contact and tracing operations.
- If you develop any symptoms that may be indicative of a Covid-19 infection, **STAY HOME**, (or in your accommodation) contact a doctor, or the health authorities. Take a covid test.
- If you are told to self-isolate, if you are positive to Covid-19 or put in quarantine you must notify immediately VIU (via email: covid19@univiu.org)

Access to VIU on the campus on San Servolo island is not permitted if:

- **you have a fever higher than 37.5 ° C, a cough, or labored breathing;**
- **you have been instructed by the health authorities to quarantine or advised to self-isolate.**
- **you are positive to Covid-19**
- **you know that you have been in contact with anyone who has tested positive for COVID-19 in the past 5 days and you haven't already taken a covid test confirming that you are negative to Covid-19.**

Arrival at VIU:

As soon as you get off the vaporetto and before entering the buildings on the island of San Servolo:

- you must wear a mask. If you do not have one you will not be able to access the Reception where your temperature may be checked, and therefore you will not be able to access the VIU offices, classrooms, conference halls, or facilities.
- as soon as you arrive on the island and before entering the buildings, you must go to the Reception to undergo a temperature check by the staff of San Servolo Servizi Metropolitani, using an electronic thermometer.

General prevention measures while on campus:

What VIU is doing:

- VIU has drawn up the protocols, practices and guidelines in cooperation with health and safety consultants.
- All VIU offices, classrooms, and common areas will be cleaned and sanitized every morning.
- Gel hand sanitizer will be available in all offices, classrooms, seminar rooms, and conference halls.
- VIU has planned the capacity in all classrooms, seminar rooms, conference halls, the MacLab and PC room in order to guarantee adequate social distancing.



- Informational Signage will be placed throughout the campus to remind the VIU community of hygiene protocols and social distancing measures.
- VIU will continue to monitor any reviewed legislation and guidance from the local and national authorities relative to Covid-19.
- VIU will cooperate fully with the health authorities in the event of a COVID-19 outbreak at VIU, or in Venice.
- VIU is committed to keeping the members of the VIU community informed of what is happening at VIU, in Venice, and in Italy in general.

For all:

- All students, professors, participants, and staff are required to wear face masks on campus, in all classrooms, corridors, meeting spaces, and common areas, except when eating and when inside their own residence hall rooms (applicable to campus residents only).
- Always maintain a minimum social distance of at least one meter from other people.
- Masks are not required outdoors as long as you can maintain social distancing of minimum 1 meter.
- Eating and drinking is not permitted in the classrooms, seminar rooms, or conference halls. Consume drinks and food only in designated areas.
- Avoid gatherings of numerous people in common areas.
- The use of the lift is not recommended; if necessary, use it 1 person at a time;
- Do not rearrange the seating in the classrooms, seminar rooms, or conference halls. A minimum of 1 meter must be maintained between the chairs.
- Follow all the instructions sent by VIU staff and posted at the entrance to the premises, classrooms, seminar rooms, or conference halls, or common areas.

For professors, speakers, lecturers:

- The lecturer or speaker may remove their mask while speaking on condition that they can maintain a minimum of 2 meters from the participants/audience in the first row. If the distance is under 2 meters a mask must be worn.
- Please open the windows at the end of your session to ventilate the classroom.
- After 2 hours of activity in a classroom, seminar room, or conference hall, a break is mandatory, during which the room must be ventilated by opening the windows.
- In the event of non-compliance of the participants, the lecturer or speaker must suspend the activity.

Bar / Cafeteria

You must wear a mask to enter the bar area, the adjacent dining room, and the outdoor seating area. Once seated you may remove your mask while consuming food and drink. Maintain social distancing of 1 meter. (The Bar and cafeteria are not managed by VIU).



During receptions, refreshment breaks, provided by VIU during the activities.

During coffee breaks, buffet lunches or for breaks at the bar or in the canteen:

- hands should be washed with soap or a disinfectant gel before approaching the refreshment area.
- when you are in the refreshment area to take food and beverages, always wear a mask.
- consume food and beverages only in the spaces provided such as tables or support counters, maintaining social distancing of at least 1 meter. Also if standing, maintain a minimum social distance of at least one meter when removing mask while consuming food and beverages.

Participants in VIU-arranged housing:

- No visitors whatsoever are allowed in the rooms on campus or in the apartments in the city during the Fall semester.
- Be respectful of your neighbors, making sure that you wear your mask in all common areas (halls, corridors, stairwells).
- If you are positive to Covid-19, call the health authorities (see the dedicated paragraph below), inform your room-mates, and inform VIU (via email: covid19@univiu.org). If you are told by the health authorities to self-isolate, ask should your flat-mates self-isolate also.

Correct use of the mask:

- in any case, keep the greatest possible distance from other people even when wearing a mask;
- change the mask if it is wet, if it is removed, and in any case every 4 hours;
- do not use the mask improperly (e.g. placing it on the neck, chin, or forehead)
- the mask must cover both the nose and the mouth,
- the mask is personal and disposable. Once removed, it must be thrown into a container with a lid or closure device;
- Hands should be washed with soap or a disinfectant gel before putting on and taking off the mask.
- wash your hands frequently with soap in the bathrooms and or with gel hand sanitizer that you will find in the corridors and the classrooms at VIU
- when you walk through the corridors, stop in the common areas or enter the classroom, you must always wear a mask.

*** If you develop any symptoms that may be indicative of a Covid-19 infection:**

STAY HOME, (or in your accommodation) and take a test for Covid-19 or contact a doctor or the health authorities. While waiting for further Health Authority decisions, you are required to self-isolate.

Who you should call:



118 - emergency medical services, if you have labored breathing. (Veneto)
112 - emergency services, if you have labored breathing. (other regions)
800462340 - Veneto helpline if you have any other milder symptoms
1500 - Italian Ministry of Health helpline if you have any other milder symptoms
If you have private health insurance, contact your insurance company.
Notify VIU, by phone during office hours, or by email (covid19@univiu.org)

If you are in shared housing, do your best to self-isolate in your room. Your room-mates should also restrict their movements. If you are in VIU-arranged housing, inform VIU staff immediately by email.

If you develop symptoms of fever or cough or severe general malaise while you are on campus:

- Go immediately to the 7K on the ground floor as indicated in the map on the last page of this information sheet.
- Notify the VIU staff responsible for your program using the telephone in the 7K office.
- Contact your general practitioner or health authority numbers which are:
- 118 for emergency services if you have labored breathing;
- 112 for emergency services as an alternative to the first emergency number.
- 800462340 Veneto Region for information;

Conduct

All members of the VIU Community will be expected to participate fully in our joint efforts to limit the potential spread of the coronavirus.

If you have any concerns about the protocols, or compliance, please discuss them with your program coordinator.

Updates and integrations to this protocol will be published as needed.

Co-responsibility Pact:

I confirm that I have received the VIU PROTOCOL AND PRACTICE for COVID-19 RISK MITIGATION: Information for participants of seminars, conferences, and meetings

All members of the VIU Community will be expected to participate fully in our joint efforts to limit the potential spread of the coronavirus.

I agree to adhere to the provisions provided for therein, and in particular:

- I will not go to the VIU campus on the island of San Servolo, or participate in-person in any VIU activities, even off campus, until I have received the result of the test for COVID-19, which I will perform if required by the Italian legislation in force, based on the place of departure from which I



reached the VIU campus or if requested by VIU to all participants in the activity planned

- I undertake to follow the instructions of the health authorities in the event I test positive for COVID-19.
- I undertake to follow the instructions of the health authorities, and VIU, in the event that there is an outbreak of COVID-19 among the VIU community.
- I will not go to the VIU campus on the island of San Servolo, nor participate in-person in any VIU activities, even if off campus, if I have a fever above 37.5° C, a sore throat, cough, or loss of smell or taste, or general malaise.
- I undertake to inform VIU (via email: covid19@univiu.org) if I receive a positive test result, or contact the health authorities because I suspect I have symptoms.

To accept the co-responsibility pact, go to the form on the VIU website and enter your name, surname, and email

address: <https://www.univiu.org/component/rsform/form/87-covid-19-protocols-and-practice-protocolli-e-comportamenti>

Thank you for your cooperation and understanding!

7K OFFICE Map.



Edificio "Monumentale"
Piano Terra

