

**THE PRESIDENT
OF THE COUNCIL OF MINISTERS**

Given Law No. 400 of 23 August 1988;

Given the Decree-Law No. 6 of 23 February 2020 containing “*Urgent measures for the containment and management of the COVID-19 epidemiological emergency*”, converted, with amendments, by Law No. 13 of 5 March 2020, subsequently repealed by Decree-Law No. 19 of 2020 with the exception of article 3, paragraph 6-bis, and article 4 thereof;

Given Decree Law No. 19 of 25 March 2020, containing “*Urgent measures to combat the epidemiological emergency from COVID-19*” and, in particular, articles 1 and 2, paragraph 1 thereof;

Given the Decree of the President of the Council of Ministers of 23 February 2020, containing “*Provisions implementing Decree-Law No. 6 of 23 February 2020 on urgent measures on the containment and management of the COVID-19 epidemiological emergency*”, published in the Italian Official Gazette No. 45 of 23 February 2020;

Given the Decree of the President of the Council of Ministers of 25 February 2020, containing “*Further implementing provisions of Decree-Law No. 6 of 23 February 2020, containing urgent measures on the containment and management of the COVID-19 epidemiological emergency*”, published in the Official Gazette No. 47 of 25 February 2020;

Given the Decree of the President of the Council of Ministers of 1 March 2020, containing “*Further implementing provisions of Decree-Law No. 6 of 23 February 2020, containing urgent measures on the containment and management of the COVID-19 epidemiological emergency*”, published in the Official Gazette No. 52 of 1 March 2020;

Given the Decree of the President of the Council of Ministers of 4 March 2020, containing “*Further implementing provisions of Decree-Law No. 6 of 23 February 2020, containing urgent measures for the containment and management of the COVID-19 epidemiological emergency, applicable throughout Italy*”, published in the Official Gazette No. 55 of 4 March 2020;

Given the Decree of the President of the Council of Ministers of 8 March 2020, containing “*Further implementing provisions of Decree-Law No. 6 of 23 February 2020, containing urgent measures for the containment and management of the COVID-19 epidemiological emergency*”, published in the Official Gazette No. 59 of 8 March 2020;

Given the Decree of the President of the Council of Ministers of 9 March 2020, containing “*Further implementing provisions of Decree-Law No. 6 of 23 February 2020 on emergency*”

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measures for the containment and management of the COVID-19 epidemiological emergency applicable throughout the national territory”, published in the Official Gazette No. 62 of 9 March 2020;

Given the Decree of the President of the Council of Ministers of 11 March 2020, containing *“Further provisions implementing Decree-Law No. 6 of 23 February 2020, containing urgent measures for the containment and management of the COVID-19 epidemiological emergency, applicable throughout the national territory”* published in the Official Gazette No. 64 of 11 March 2020;

Given the Decree of the President of the Council of Ministers of 22 March 2020, containing *“Further provisions implementing Decree-Law No. 6 of 23 February 2020, containing urgent measures for the containment and management of the COVID-19 epidemiological emergency, applicable throughout the national territory”* published in the Official Gazette No. 76 of 22 March 2020;

Given the Decree of the President of the Council of Ministers of 1 April 2020, containing *“Provisions implementing Decree-Law No. 19 of 25 March 2020, containing urgent measures for the containment and management of the COVID-19 epidemiological emergency, applicable throughout the national territory”* published in the Official Gazette No. 88 of 2 April 2020;

Given the Decree of the President of the Council of Ministers of 10 April 2020, containing *“Additional provisions implementing Decree-Law No. 19 of 25 March 2020, on urgent measures to deal with the COVID-19 epidemiological emergency, applicable throughout the national territory”*, published in the Official Gazette No. 97 of 11 April 2020;

Given the Order of the Minister of Health of 20 March 2020 on *“Further urgent measures on containment and management of the COVID-19 epidemiological emergency, applicable throughout the national territory”* published in the Official Gazette no. 73 of 20 March 2020;

Given the Order of the Ministry of Health in agreement with the Ministry of Infrastructure and Transport of 28 March 2020, published in the Official Gazette No. 84 of 28 March 2020, which regulates the entry into the national territory by air, sea, lake, rail and land transport;

Given the Decree of the Ministry of Economic Development of 25 March 2020, published in the Official Gazette No. 80 of 26 March 2020, which amended the list of NACE Codes included in Annex 1 of the Decree of the President of the Council of Ministers of 22 March 2020;

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Given the declaration of the World Health Organisation of 30 January 2020 whereby COVID-19 outbreak has been declared to be a public health emergency of international concern;

Given the subsequent declaration of the World Health Organisation of 11 March 2020 by which the COVID-19 outbreak was assessed as a “pandemic” in view of the levels of spread and severity achieved at global level;

Given the resolution of the Council of Ministers of 31 January 2020, which declared, for six months, a state of emergency on national territory relating to the health risk associated with the onset of diseases caused by transmissible viral agents;

Given the evolution of the epidemiological situation, the particularly widespread nature of the epidemic and the increase in cases on national territory;

Considering, moreover, that the supranational dimensions of the epidemic phenomenon and the involvement of several areas on national territory make it necessary to take measures to ensure uniformity in the implementation of the prophylaxis programmes developed at international and European level;

Given that, pursuant to article 1, paragraph 1, letter ff) of the Decree of the President of the Council of Ministers of 10 April 2020, the President of the Region may order the planning of the service provided by local public transport companies, including non-scheduled public transport, aimed at reducing and eliminating services in relation to the health interventions necessary to contain the coronavirus emergency on the basis of actual needs and for the sole purpose of ensuring the minimum essential services, whose supply must, in any case, be modulated so as to avoid overcrowding of means of transport during the time periods of the day when the greatest number of users is recorded, and that the Minister of Infrastructure and Transport, in agreement with the Minister of Health, may order, with the aim of containing the health emergency of the coronavirus, the planning with reduction, suppression or limitation of rail, air and sea transport services, event international or by car, and in inland waters, including by imposing specific obligations on users, crews, carriers and shipowners;

Given that, pursuant to article 2, paragraph 1, of the Decree of the President of the Council of Ministers of 10 April 2020, the list of NACE Codes included in Annex 3 thereto may be amended by decree of the Minister of Economic Development, after consultation with the Minister of Economy and Finance;

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Given the minutes No. 57 of 22 April 2020 and No. 59 of 24-25 April 2020 of the Scientific Technical Committee referred to in Order No. 630 of the Head of the Civil Protection Department of 3 February 2020, and further modifications and integrations thereof;

Upon proposal of the Minister of Health, having heard the Ministers of the Interior, Defence, Economy and Finance, as well as the Ministers of Education, Justice, Infrastructure and Transport, University and Research, Agricultural, Food and Forestry Policies, Cultural Heritage and Activities and Tourism, Labour and Social Policies, Public Administration, Regional Affairs and Autonomies, and having heard the President of the Conference of Presidents of the Regions; and Autonomous Provinces;

DECLARES

Article 1

(Urgent measures to contain the contagion throughout the national territory)

1. In order to counter and contain the spread of the COVID-19 virus throughout the country, the following measures shall apply:

- a) only movements motivated by proven work needs or situations of necessity or for health reasons are allowed and transfers to meet relatives are considered necessary provided that the prohibition on gathering and interpersonal distance of at least one metre is respected and that respiratory tract protection is used; in any case, all natural persons are prohibited from moving or travelling, by public or private means of transport, to a Region other than the one in which they are currently located, except for proven work needs, absolute urgency or for health reasons; it is in any case permitted to return to one's own domicile, dwelling or residence;
- b) subjects with symptoms of respiratory infection and fever (over 37.5° C) have to stay at home and limit social contacts as much as possible by contacting their doctor;
- c) it is absolutely forbidden for quarantined individuals or those who have tested positive for the virus to move from their home or residence;
- d) any form of gathering of people in public and private places; the mayor may order the temporary closure of specific areas where compliance with the provisions of this letter cannot be otherwise ensured;
- e) public access to parks, villas and public gardens is subject to strict compliance with the provisions of letter d), as well as to the safety distance of one meter; the mayor may order the temporary closure of specific areas where it is not possible to ensure

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- otherwise compliance with the provisions of this letter; areas equipped for children's play are closed;
- f) it is not allowed to carry out recreational or leisure activities in the open air; it is allowed to carry out individually, or with a chaperone for minors or people who are not completely self-sufficient, sports activities or motor activities, provided that they respect the interpersonal safety distance of at least two meters for sports activities and at least one meter for any other activity;
- g) sporting events and competitions of any order and discipline, in public or private places, are suspended. In order to allow the gradual resumption of sports activities, in compliance with priority health protection requirements related to the risk of COVID-19 spread, training sessions of athletes, both professional and non-professional - recognized of national interest by the Italian National Olympic Committee (CONI), the Italian Paralympic Committee (CIP) and their respective federations, in view of their participation in the Olympic Games or national and international events - are allowed, in compliance with the rules of social distancing and without any gathering, behind closed doors, for athletes of individual sports disciplines. For these purposes, special guidelines are issued, after validation by the technical-scientific committee set up at the Civil Protection Department, by the Office for Sport of the Presidency of the Council of Ministers, upon proposal of CONI or CIP, after consultation with the Italian Medical Sports Federation, the National Sports Federations, the Associated Sports Disciplines and Sports Promotion Bodies;
- h) facilities in ski areas shall be closed;
- i) organised events, exhibitions and shows of any kind with the attendance of the public, including those of a cultural, recreational, sporting, religious and trade fair nature, held in any public or private place, such as, for example, public and private parties, even in private homes, events of any type and entity, cinemas, theatres, pubs, dance schools, amusement arcades, betting and bingo halls, discos and similar establishments, shall be suspended; in these places all activities are suspended; the opening of places of worship is conditional on the adoption of organizational measures to avoid gatherings of people, taking into account the size and characteristics of the places, and such as to ensure that visitors can respect the distance between them of at least one meter. Civil and religious ceremonies are suspended; funeral ceremonies are allowed with the exclusive participation of relatives and, in any case, up to a maximum of fifteen people,

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- with function to be held preferably outdoors, wearing respiratory tract protection and strictly respecting the interpersonal safety distance of at least one meter;
- j) the services of opening to the public of museums and other cultural institutes and venues referred to in article 101 of the Code of Cultural Heritage and Landscape, referred to in Legislative Decree No. 42 of 22 January 2004, shall be suspended;
 - k) the educational services for children referred to in article 2 of Legislative Decree No. 65 of 13 April 2017 are suspended, and educational activities in schools of all levels and degrees, as well as the attendance of school activities and higher education, including Universities and Institutions of Higher Artistic Musical and Choreutic Education, professional courses, masters, courses for health care professions and universities for the elderly, as well as professional courses and training activities carried out by other public bodies, including local and regional and private entities, is suspended in any case. Specific training courses in general medicine are excluded from the suspension. The courses for doctors in specialist training and the activities of trainees in the health and medical professions may in any case continue even in non-attendance mode. In order to maintain social distancing, any other form of alternative aggregation is to be excluded. The meetings of the collegiate bodies are suspended in the presence of educational and training institutions of all levels and degrees. The managing bodies shall ensure the cleanliness of the environments and the administrative and accounting requirements concerning the educational services for children referred to, not belonging to educational circles or inclusive institutions;
 - l) educational trips, exchange or twinning initiatives, guided tours and educational outings, whatever they may be called, planned by educational institutions of all levels, shall be suspended;
 - m) for the entire duration of the suspension of teaching activities in schools, school leaders shall activate distance teaching methods also considering the specific needs of students with disabilities;
 - n) in Universities and institutions of high artistic musical and choreutic training, for the entire duration of the suspension, the didactic or curricular activities can be carried out, where possible, with distance learning methods identified by the same Universities and institutions, with particular regard to the specific needs of students with disabilities; the Universities and institutions, after the restoration of the ordinary functionality, shall ensure, where deemed necessary and in any case identifying the relevant methods, the recovery of training activities as well as curricular activities or any other test or

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verification, even intermediate, that are functional to the completion of the educational path; in universities, institutions of high artistic musical and choreutic training and public research institutions, exams, internships, research and experimental and/or didactic laboratory activities and exercises can be carried out, and the use of libraries is also allowed, provided that there is an organization of spaces and work such as to reduce the risk of proximity and aggregation and that organizational measures of prevention and protection are taken, contextualized to the field of higher education and research, also taking into account the specific needs of people with disabilities, referred to in the *“Technical document on possible remodulation of measures to contain SARS-CoV-2 infection in the workplace and prevention strategies”* published by the Italian National Institute for Insurance against Accidents at Work (INAIL). For the purposes referred to in the previous period, universities, institutions of higher artistic, musical and choreutic training and public research bodies shall ensure, pursuant to article 87, paragraph 1, letter a), of Decree-Law No. 18 of 17 March 2020, the presence of the personnel necessary to carry out the above activities;

- o) for the benefit of students who are not allowed, due to the needs related to the health emergency referred to in this decree, to participate in the teaching or curricular activities of universities and institutions of higher artistic musical and choreutic training, such activities may be carried out, where possible, with remote modalities, identified by the same Universities and institutions, also taking into account the specific needs of students with disabilities; the Universities and Institutions shall ensure, where deemed necessary and in any case identifying the relevant methods, the recovery of training activities, as well as curricular activities, or any other test or verification, even intermediate, that are functional to the completion of the teaching path; the absences accrued by the students referred to in this letter are not counted for the purposes of admission to final exams and for the purposes of the relevant evaluations;
- p) the respective administrations may, by general management decree or similar measure in relation to their respective legal systems, re-determine the teaching and organisational methods of the training courses and university courses for police and armed forces personnel, in progress as at 9 March 2020, to which the provisions set forth in article 2, paragraph 1, letter h) of the Decree of the President of the Council of Ministers of 8 March 2020, also providing for the use of teaching activities and distance learning exams and the possible cancellation of tests not yet carried out, without

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- prejudice to the validity of exams already taken for the purposes of forming the final ranking of the course. Periods of absence from these training courses, in any case related to the COVID-19 epidemiological phenomenon, do not contribute to the achievement of the limit of absences whose exceeding leads to postponement, admission to the recovery of the year or discharge from the same courses;
- q) private competitive procedures shall be suspended, except in cases where the assessment of candidates is carried out exclusively on a curricular basis or at a distance; for public competitive procedures, the provisions of article 87, paragraph 5, of Decree-Law No. 18 of 17 March 2020 and article 4 of Decree-Law No. 22 of 8 April 2020 shall remain unaffected;
 - r) the ordinary leave of health and technical personnel, as well as personnel whose activities are necessary to manage the activities required by the crisis units set up at regional level, shall be suspended;
 - s) congresses, meetings, conferences and social events, in which health personnel or personnel in charge of carrying out essential public services or public utilities are involved, are suspended; any other convention or congress activity is also deferred until after the expiry of this decree;
 - t) in all possible cases, when meetings are held, remote connection methods are adopted, with particular reference to health and socio-medical facilities, public utility services and coordination activated in the context of the COVID-19 emergency, in any case guaranteeing the respect of the safety distance of one metre;
 - u) the activities of gyms, sports centres, swimming pools, swimming centres, wellness centres, spas (except for the provision of services falling within the essential levels of care), cultural centres, social centres, leisure centres are suspended;
 - v) the suitability examinations referred to in article 121 of Legislative Decree No. 285 of 30 April 1992, to be carried out at the peripheral offices of the civil motorisation, are suspended; a special management order shall be issued, in favour of candidates who have not been able to take the examinations due to the suspension, in order to extend the terms provided for in articles 121 and 122 of Legislative Decree No. 285 of 30 April 1992;
 - w) it is forbidden for accompanying patients to remain in the waiting rooms of the emergency and reception and first aid (DEA/PS) departments, unless specifically indicated otherwise by the health personnel in charge;

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- x) the access of relatives and visitors to hospitality and long-term care facilities, assisted health residences (RSAs), hospices, rehabilitation facilities and residential facilities for the elderly, self-sufficient or not, is limited only to cases indicated by the health management of the facility, which is obliged to take the necessary measures to prevent possible transmission of infection;
- y) in consideration of the indications provided by the Ministry of Health, in agreement with the coordinator of the interventions for overcoming the coronavirus emergency, the territorial articulations of the National Health Service provide the Ministry of Justice with suitable support for the containment of the spread of the COVID-19 contagion, also by means of suitable safeguards to ensure, according to the health protocols drawn up by the General Directorate of Health Prevention of the Ministry of Health, new entries into prisons and penal institutions for minors. Symptomatic cases of new entries are placed in isolation from other inmates, recommending that the possibility of alternative home detention measures be evaluated. Visual interviews are conducted by telephone or video, also in derogation from the duration currently provided for by the provisions in force. In exceptional cases, personal interviews may be authorised, provided that a distance of two metres is absolutely guaranteed. It is recommended to limit permits and semi-freedom or to modify the relevant regimes in order to avoid leaving and returning from prisons, considering the possibility of alternative home detention measures;
- z) retail trade activities shall be suspended, with the exception of the food and basic necessities sales activities identified in Annex 1, both in the context of neighbourhood shops and in the context of medium and large-scale distribution, including those in shopping centres, provided that access is allowed only to those activities. Markets are closed, regardless of the type of activity carried out, with the exception of activities aimed at the sale of foodstuffs only. Newsstands, tobacconists, pharmacies and parapharmacies shall remain open. In any case, the interpersonal safety distance of one meter must be guaranteed;
- aa) the activities of catering services (including bars, pubs, restaurants, ice-cream parlours, pastry shops) are suspended, with the exclusion of canteens and continuous catering on a contractual basis, which guarantee the interpersonal safety distance of at least one metre. Catering with home delivery in compliance with health and hygiene regulations is allowed, both for packaging and transport activities, as well as catering with take-away service, without prejudice to the obligation to comply with the interpersonal

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- safety distance of at least one metre, the prohibition to consume the products inside the premises and the prohibition to stay in the immediate proximity of the premises thereof;
- bb) food and beverage services, located inside railway and lake stations, as well as in service and refuelling areas, are closed, with the exception of those located along motorways, which can only sell take-away products to be consumed outside the premises; those located in hospitals and airports shall remain open, with the obligation to ensure that the interpersonal distance of at least one metre is respected in all cases;
- cc) activities relating to personal services (including hairdressers, barbers, beauticians) other than those identified in Annex 2 shall be suspended;
- dd) commercial establishments whose activity is not suspended under this decree are required to ensure, in addition to the interpersonal distance of one metre, that entries are made in a deferred manner and that they are prevented from staying on the premises longer than the time necessary to purchase the goods. It is also recommended that the measures set out in Annex 5 be applied;
- ee) banking, financial and insurance services, as well as the activities of the agricultural, livestock and agri-food processing industry, including the supply chains that provide goods and services, shall remain guaranteed in compliance with health and hygiene standards;
- ff) the President of the Region shall arrange for the planning of the service provided by local public transport companies, including non-scheduled services, aimed at reducing and eliminating services in relation to the health interventions necessary to contain the COVID-19 emergency on the basis of actual needs and with the sole purpose of ensuring the minimum essential services, the provision of which must, however, be modulated in such a way as to avoid overcrowding of means of transport at the times of the day when the greatest number of users is recorded. For the same purposes, the Minister of Infrastructure and Transport, by decree adopted in agreement with the Minister of Health, may, in order to contain the COVID-19 health emergency, order reductions, suspensions or limitations in transport services, including international, automotive, railway, air, sea and inland waters, also imposing specific obligations on users, crews, as well as carriers and shipowners;
- gg) without prejudice to the provisions of article 87 of Decree-Law No. 18 of 17 March 2020, for public employers, the smart working methods governed by articles 18 to 23 of Law No. 81 of 22 May 2017, may be applied by private employers to all employment relationships, in compliance with the principles set forth in the aforementioned

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- provisions, even in the absence of the individual agreements provided for therein; the reporting obligations set forth in article 22 of Law No. 81 of 22 May 2017 are fulfilled electronically, also by using the documentation made available on the website of the National Institute for Occupational Accident Insurance;
- hh) in any case, public and private employers are recommended to promote the use of periods of ordinary leave and vacation, without prejudice to the provisions of the previous letter and of article 2, paragraph 2;
- ii) with regard to professional activities it is recommended that:
- (a) maximum use be made of smart working arrangements for activities that can be carried out at home or remotely;
 - (b) paid holidays and paid leave for employees as well as other means of collective bargaining are encouraged;
 - (c) anti-contagion safety protocols are assumed and, where it is not possible to respect the interpersonal distance of one metre as the main containment measure, individual protection instruments are adopted;
 - (d) workplace sanitization operations are encouraged, also using forms of social shock absorbers for this purpose.
- jj) Annexes 1 and 2 may be amended by decree of the Minister for Economic Development, after consultation with the Minister for Economic Affairs and Finance.

Article 2

***(Measures to contain the contagion for the safe performance
of industrial and commercial production activities)***

- 1.** All industrial and commercial production activities shall be suspended throughout the national territory, with the exception of those listed in Annex 3. The list of codes in Annex 3 may be amended by decree of the Minister for Economic Development, after consultation with the Minister for Economic Affairs and Finance. For public administrations, the provisions of article 87 of Decree-Law No. 18 of 17 March 2020 and article 1 of this decree remain unaffected; the provisions of article 1 of this decree also remain unaffected for commercial activities and professional services.
- 2.** Production activities suspended as a result of the provisions of this article may in any case continue if they are organised at a distance or on a remote basis.
- 3.** Activities that provide services of public utility, as well as essential services as per Law No. 146 of 12 June 1990, are always permitted, without prejudice to the provisions of

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article 1 for museums and other cultural institutions and places, as well as for services concerning education.

4. The activity of production, transport, marketing and delivery of medicines, health technology and medical-surgical devices as well as agricultural and food products is always allowed. Any activity in any case functional to deal with emergencies is also permitted.

5. Companies holding general authorisation under Legislative Decree No. 261 of 22 July 1999 shall give priority to the distribution and delivery of perishable products and basic necessities.

6. Companies whose activities are not suspended shall comply with the contents of the common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace signed on 24 April 2020 between the Government and the social parties referred to in Annex 6, as well as, for their respective areas of competence, the common regulatory protocol for containing the spread of COVID-19 in worksites, signed on 24 April 2020 between the Minister of Infrastructure and Transport, the Ministry of Labour and Social Policy and the social parties, referred to in Annex 7, and the common regulatory protocol for containing the spread of COVID-19 in the transport and logistics industry, signed on 20 March 2020, referred to in Annex 8. Failure to implement such protocols that do not ensure adequate levels of protection shall result in the suspension of the activity until security conditions are restored.

7. Companies whose activities should be suspended as a result of the amendments set out in Annex 3, or for any other reason, shall complete the activities necessary for the suspension, including the dispatch of the goods in stock, within three days as of the adoption of the amending decree or, in any case, of the measure determining the suspension itself.

8. For the suspended production activities, the access to the company premises of employees or delegated third parties to carry out surveillance activities, conservation and maintenance activities, payment management as well as cleaning and sanitation activities is allowed, subject to notification to the Prefect. It is allowed, upon communication to the Prefect, the shipment to third parties of goods in stock as well as the receipt in stock of goods and supplies.

9. Companies which resume operations on or after 4 May 2020 may carry out all preparatory activities for reopening on or after 27 April 2020.

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10. Companies whose activities are in any case permitted on the date of entry into force of this decree shall continue their activities in accordance with the provisions set out in paragraph 6.

11. To ensure that production activities are carried out in safe conditions, the Regions shall monitor on a daily basis the trend of the epidemiological situation in their territories and, in relation to this trend, the conditions of adequacy of the regional health system. The monitoring data are communicated on a daily basis by the Regions to the Ministry of Health, the Higher Institute of Health and the technical-scientific committee referred to in the Order of the Head of the Department of Civil Protection No. 630 of 3 February 2020, and subsequent amendments. In cases where monitoring reveals a worsening of the health risk, identified according to the principles for monitoring health risk referred to in Annex 10 and according to the criteria established by the Minister of Health within five days as of 27 April 2020, the President of the Region shall promptly submit to the Minister of Health, for the immediate exercise of the powers referred to in article 2, paragraph 2, of Decree-Law No. 19 of 25 March 2020, the restrictive measures necessary and urgent for the production activities of the areas of the regional territory specifically affected by the worsening.

Article 3

(Information and prevention measures throughout the national territory)

- 1.** The following measures shall also apply throughout the national territory:
- a) health personnel shall comply with the appropriate measures for the prevention of the spread of respiratory infections provided for by the regulations in force and by the Ministry of Health on the basis of the indications of the World Health Organisation and the heads of the individual structures shall ensure that the indications for the sanitation and disinfection of environments provided by the Ministry of Health are applied;
 - b) it is expressly recommended to all elderly people or people suffering from chronic or multimorbid pathologies or with congenital or acquired immunodepression, to avoid leaving their home or residence outside the cases of strict necessity;
 - c) in the educational services for children referred to in Legislative Decree No. 65 of 13 April 2017, in schools of all levels, in universities, in the offices of the remaining public administrations, the information on the health and hygiene prevention measures set out in Annex 4 shall be displayed in the areas open to the public, i.e. those of greater crowding and transit;

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- d) mayors and trade associations shall promote the dissemination of information on the hygiene and health prevention measures set out in Annex 4 also in commercial establishments;
- e) in public administrations and, in particular, in the areas of access to health service facilities, as well as in all premises open to the public, in accordance with the provisions of the Directive of the Minister for Public Administration No. 1 of 25 February 2020, disinfectant solutions for hand hygiene shall be made available to employees, users and visitors;
- f) public transport companies, including long-distance public transport companies, shall adopt extraordinary measures to sanitise vehicles, repeated at close intervals;
- g) the application of the preventive health and hygiene measures set out in Annex 4 is recommended.

2. In order to contain the spread of the COVID-19 virus, respiratory protection must be used throughout the national territory in enclosed places accessible to the public, including means of transport, and in any case whenever the maintenance of a safe distance cannot be continuously guaranteed. Children under six years of age are not subject to such obligation, as well as persons with forms of disability that are not consistent with the continuous use of the mask or persons interacting with the aforementioned persons.

3. For the purposes referred to in paragraph 2, community masks may be used, i.e. disposable masks or washable masks, including self-produced ones, made of multilayer materials suitable to provide an adequate barrier and, at the same time, guaranteeing comfort and breathability, adequate shape and adherence to cover from the chin up to the nose.

4. The use of community masks is complementary to other protective measures aimed at reducing contagion (such as physical distancing and constant and accurate hand hygiene) which remain unchanged and of high priority.

Article 4

(Provisions on entry into Italy)

1. Without prejudice to the provisions of article 1, paragraph 1, letter a), anyone intending to enter the national territory, by air, sea, lake, rail or land transport, is required, for the purposes of access to the service, to deliver to the carrier at the time of embarkation the declaration made pursuant to articles 46 and 47 of Presidential Decree No. 445 of 28

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December 2000 indicating in a clear and detailed manner, such as to allow verification by the carriers or shipowners, to

- a) reasons for the journey, in accordance with the provisions of article 1, paragraph 1, letter a) of this Decree;
- b) full address of the home or residence in Italy where the period of health surveillance and fiduciary isolation referred to in paragraph 3 shall be carried out and the private means of transport that will be used to reach the same; and
- c) telephone number, also mobile, from which communications will be received during the entire period of health surveillance and fiduciary isolation.

2. Carriers and shipowners shall acquire and verify the documentation referred to in paragraph 1 before boarding, measuring the temperature of individual passengers and prohibiting boarding if they show a fever, as well as in case the aforementioned documentation is not complete. They are also required to take the organisational measures in accordance with the “*Common Regulatory Protocol to contain the spread of COVID-19 in the transport and logistics industry*” signed on 20 March 2020, as set out in Annex 8, as well as the “*Guidelines for information to users and organisational arrangements to contain the spread of COVID-19*” set out in Annex 9, ensuring at all times during the journey an interpersonal distance of at least one metre between the passengers, as well as the use by the crew and passengers of personal protective equipment, with an indication of the situations in which they may be temporarily and exceptionally removed. At the boarding stage, the carrier shall ensure that passengers without such equipment are provided with the personal protection means.

3. Persons who enter Italy in the manner described in paragraph 1, even if they are asymptomatic, are obliged to immediately notify the Prevention Department of the competent health company for the territory and are subject to health surveillance and fiduciary isolation for a period of fourteen days at the home or residence previously indicated at the time of boarding in accordance with paragraph 1, letter b). In the event of the onset of COVID-19 symptoms, they are obliged to report this situation promptly to the Health Authority by means of dedicated telephone numbers.

4. In the hypothesis referred to in paragraph 3, if it is not possible for one or more persons to actually reach the home or residence, indicated at departure as the place where the period of health surveillance and fiduciary isolation is carried out, from the place of disembarkation of the means of transport used to enter Italy by private means of transport, without prejudice to the ascertainment by the judicial authorities of the possible falsehood

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of the declaration made at the time of embarkation pursuant to the aforementioned letter b) of paragraph 1, the Health Authority competent for the territory shall immediately inform the Regional Civil Protection which, in coordination with the Civil Protection Department of the Presidency of the Council of Ministers, shall determine the procedures and the place where health surveillance and fiduciary isolation shall be carried out, with expenses to be borne exclusively by the persons subject to the aforementioned measure. In the event of the onset of COVID-19 symptoms, the persons referred to in the previous period are obliged to report this situation promptly to the Health Authority through dedicated telephone numbers.

5. Without prejudice to the provisions of article 1, paragraph 1, letter a), natural persons entering Italy by private means, even if asymptomatic, are obliged to immediately communicate their entry into Italy to the Prevention Department of the health company competent for the place where the period of health surveillance and fiduciary isolation will be carried out, and are subject to health surveillance and fiduciary isolation for a period of fourteen days at the home or residence indicated in the same communication. In the event of the onset of COVID-19 symptoms, they are obliged to report this situation promptly to the Health Authority by means of dedicated telephone numbers.

6. In the hypothesis referred to in paragraph 5, if it is not possible to reach the home or residence, indicated as the place where the period of health surveillance and fiduciary isolation is to be carried out, natural persons are required to notify the competent health authority for the territory, which shall immediately inform the Regional Civil Protection which, in coordination with the Civil Protection Department of the Presidency of the Council of Ministers, shall determine the procedures and the place where the health surveillance and fiduciary isolation is to be carried out, with costs to be borne exclusively by the persons subject to the aforementioned measure.

7. Except for the cases in which there are symptoms of COVID-19, during the period of health surveillance and fiduciary isolation carried out in the manner provided for in the preceding paragraphs, it is always permitted for persons subject to such measures to start counting a new period of health surveillance and fiduciary isolation in another dwelling or residence, other than that previously indicated by the Health Authority, provided that the declaration provided for in paragraph 1, letter b), supplemented by an indication of the intended itinerary, is sent to the Health Authority, and ensuring that the transfer to the new dwelling or residence takes place in the manner provided for in that paragraph. The Health Authority, upon receipt of the communication referred to in the previous period, shall

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immediately forward it to the Prevention Department of the health company territorially competent in relation to the place of destination for checks and inspections.

8. The public health operator and the public health services territorially competent shall, on the basis of the communications referred to in this article, provide for the prescription of a stay at home in accordance with the following procedures:

- a) they shall contact by telephone and provide information, as detailed and documented as possible, on the areas of stay and the route of the journey made during the previous 14 days, with a view to an appropriate assessment of the risk of exposure;
- b) having initiated health surveillance and fiduciary isolation, the public health operator shall also inform the general practitioner or the paediatrician of free choice from whom the subject is being assisted also for the purposes of possible certification for INPS purposes (INPS HERMES circular 0000716 of 25 February 2020);
- c) where certification for INPS purposes is required for absence from work, a statement shall be made to the INPS, the employer and the general practitioner or paediatrician of free choice stating that for public health reasons a precautionary quarantine has been undertaken, specifying the start and end date;
- d) ascertain the absence of fever or other symptoms of the subject to be placed in isolation, as well as any other cohabitants;
- e) inform the person about the symptoms, the characteristics of contagiousness, the mode of transmission of the disease, the measures to be implemented to protect any cohabitants in case of appearance of symptoms;
- f) inform the person about the need to measure body temperature twice a day (morning and evening) and to comply with:
 1. the state of isolation for fourteen days since the last exposure;
 2. the prohibition of social contacts;
 3. the ban on travel and journeys;
 4. the obligation to remain reachable for surveillance activities;
- g) in case of onset of symptoms the person under surveillance must:
 1. immediately notify the general practitioner or paediatrician of free choice and the public health professional;
 2. wear the surgical mask provided at the start of the health procedure and move away from the other cohabitants;
 3. remain in his/her own room with the door closed ensuring adequate natural ventilation, while waiting for the transfer to the hospital, if necessary;

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h) the public health operator shall contact the person under surveillance on a daily basis to obtain information on the health condition. In case of symptomatology, after consulting the general practitioner or the paediatrician of free choice, the public health doctor shall proceed in accordance with the provisions of Circular No. 5443 of the Ministry of Health of 22 February 2020, as amended and supplemented.

9. The provisions of paragraphs 1 to 8 shall not apply with regard to:

- a) the crew of means of transport;
- b) the crew of travelling personnel belonging to companies having their registered office in Italy;
- c) health personnel entering Italy for the exercise of professional health qualifications, including the temporary exercise referred to in article 13 of Decree-Law No. 18 of 17 March 2020;
- d) cross-border workers entering and leaving the national territory for proven reasons of work and for the consequent return to their residence, dwelling or home, in compliance with the provisions of article 1, paragraph 1, letter a) of this decree.

10. In exceptional cases and, in any case, only in the presence of needs for the protection of citizens abroad and the fulfilment of international and European obligations, including those arising from the implementation of Directive (EU) 2015/637 of the Council of 20 April 2015, on coordination and cooperation measures to facilitate consular protection of Union citizens not represented in third countries and repealing Decision 95/553/EC, by decree of the Minister of Infrastructure and Transport, adopted on the proposal of the Minister of Foreign Affairs and International Cooperation and in agreement with the Minister of Health, specific and temporary derogations to the provisions of this article may be provided for.

Article 5

(Transits and short stays in Italy)

1. By way of derogation from the provisions of article 4, exclusively for proven work requirements and for a period not exceeding 72 hours, unless justified for specific requirements of a further 48 hours, any person intending to enter the national territory, by air, sea, lake, rail or land transport, is required, for the purposes of access to the service, to deliver to the carrier, at the time of embarkation, a declaration made pursuant to articles 46 and 47 of Presidential Decree No. 445 of 28 December 2000, containing the indication in a clear and detailed manner, such as to allow verification by the carrier or shipowner, of:

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- a) proven work requirements and length of stay in Italy;
- b) full address of the dwelling, residence or place of stay in Italy and the private means of transport that will be used to reach it from the place of disembarkation; in case of more than one dwelling, residence or place of stay, complete addresses of each of them and indication of the private means of transport used to make the transfers;
- c) telephone number, also mobile, from which to receive communications during the stay in Italy.

2. With the declaration referred to in paragraph 1, the obligations shall also be assumed:

- a) at the end of the period of stay indicated under letter a) of paragraph 1, to leave the national territory immediately and, failing that, to begin the period of health surveillance and fiduciary isolation for a period of fourteen days at the dwelling, residence or place of stay indicated under letter b) of the same paragraph 1;
- b) to report, in case of onset of COVID-19 symptoms, this situation promptly to the Prevention Department of the local Health Authority through the dedicated telephone numbers and to undergo isolation, pending the consequent decisions of the Health Authority.

3. Carriers and shipowners shall acquire and verify the documentation referred to in paragraph 1 before boarding, measuring the temperature of individual passengers and prohibiting boarding in case of fever or if the documentation is not complete. They are also required to take the organisational measures in accordance with the “*Common Regulatory Protocol to contain the spread of COVID-19 in the transport and logistics industry*” signed on 20 March 2020, as set out in Annex 8, as well as the “*Guidelines for information to users and organisational arrangements to contain the spread of COVID-19*” set out in Annex 9, ensuring at all times during the journey an interpersonal distance of at least one metre between the passengers, as well as the use by the crew and passengers of personal protective equipment, with an indication of the situations in which they may be temporarily and exceptionally removed. At the boarding stage, the carrier shall ensure that passengers without such equipment are provided with the personal protection means.

4. Those who enter the Italian territory, for the reasons and according to the procedures set out in paragraph 1, even if asymptomatic, are required to immediately notify this circumstance to the Prevention Department of the competent health company according to the place of entry into the national territory.

5. By way of derogation from the provisions of article 4, exclusively for proven working needs and for a period not exceeding 72 hours, unless justified by specific needs for a

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further 48 hours, anyone wishing to enter the national territory, by private means of transport, is required to immediately notify the Prevention Department of the competent health authority of the place of entry into the national territory, making at the same time a declaration, pursuant to articles 46 and 47 of the Decree of the President of the Republic of 28 December 2000, n. 445 of 28 December 2000, containing the indication in a clear and detailed manner, such as to allow verification by the competent authorities, of:

- a) proven work requirements and length of stay in Italy;
- b) full address of the dwelling, residence or place of stay in Italy and the private means of transport that will be used to reach it; in case of more than one dwelling, residence or place of stay, complete addresses of each of them and the private means of transport used to make the transfers;
- c) telephone number, also mobile, from which to receive communications during the stay in Italy.

6. With the declaration referred to in paragraph 5, the obligations shall also be assumed:

- a) at the end of the period of stay indicated under letter a) of paragraph 1, to leave the national territory immediately and, failing that, to begin the period of health surveillance and fiduciary isolation for a period of fourteen days at the dwelling, residence or place of stay indicated under letter b) of the same paragraph 1;
- b) to report, in case of onset of COVID-19 symptoms, this situation promptly to the Prevention Department of the local Health Authority through the dedicated telephone numbers and to undergo isolation, pending the consequent decisions of the Health Authority.

7. In case of land transport, the transit, by private means, through the Italian territory is authorized also to reach another State (EU or non-EU), without prejudice to the obligation to immediately notify the Prevention Department of the competent health company according to the place of entry into the national territory and, in case of onset of symptoms COVID-19, to promptly report this situation to the Health Authority through the dedicated telephone numbers. The maximum period of stay in the Italian territory is 24 hours, which can be extended for specific and proven needs for a further 12 hours. If the period of stay provided for in this paragraph is exceeded, the obligations of communication and submission to health surveillance and fiduciary isolation provided for in article 4, paragraphs 6 and 7 shall apply.

8. In case of air transport, the obligations set forth in paragraphs 1, 2 and 4, as well as those set forth in article 4, paragraphs 1 and 3, do not apply to transit passengers with final

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destination in another State (EU or non-EU), without prejudice to the obligation to report, in case of onset of symptoms COVID-19, this situation promptly to the Prevention Department of the local Health Authority through the dedicated telephone numbers and to undergo, pending the consequent determinations of the Health Authority, isolation. Passengers in transit, with final destination in another State (EU or non-EU) or in another location in the national territory, are in any case required:

- a) for the purpose of access to the transport service to Italy, to deliver to the carrier at the time of boarding a declaration made in accordance with articles 46 and 47 of the Presidential Decree No. 445 of 28 December 2000, containing the indication in a clear and detailed manner, such as to allow verification by the carriers or shipowners, of:
 1. the reasons for the journey and the duration of the stay in Italy;
 2. the place in Italy or another State (EU or non-EU) of final destination, the identification code of the ticket and of the scheduled means of transport used to reach the final destination;
 3. the telephone number, also mobile, from which to receive communications during the stay in Italy;
- b) not to leave the areas specifically designated for them within the terminals.

9. In the case of air transport, passengers in transit with final destination within the Italian territory make the communication referred to in paragraph 4 or that required by article 4, paragraph 3, after landing at the final destination and towards the prevention Department territorially competent health authority based on that location. The place of final destination, also for the purposes of applying article 4, paragraph 4, is considered to be the place of disembarkation of the means of transport used to enter Italy.

10. The provisions of this article shall not apply with regard to:

- a) the crew of means of transport;
- b) the crew of travelling personnel belonging to companies having their registered office in Italy;
- c) health personnel entering Italy for the exercise of professional health qualifications, including the temporary exercise referred to in article 13 of Decree-Law No. 18 of 17 March 2020;
- d) cross-border workers entering and leaving the national territory for proven reasons of work and for the consequent return to their residence, dwelling or home, in compliance with the provisions of article 1, paragraph 1, letter a) of this decree.

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11. In exceptional cases and, in any case, only in the presence of needs for the protection of citizens abroad and the fulfilment of international and European obligations, including those arising from the implementation of Directive (EU) 2015/637 of the Council of 20 April 2015, on coordination and cooperation measures to facilitate consular protection of Union citizens not represented in third countries and repealing Decision 95/553/EC, by decree of the Minister of Infrastructure and Transport, adopted on the proposal of the Minister of Foreign Affairs and International Cooperation and in agreement with the Minister of Health, specific and temporary derogations to the provisions of this article may be provided for.

Article 6

(Provisions on cruise ships and foreign-flagged ships)

- 1.** In order to counter the spread of the COVID-19 epidemiological emergency, cruise services by Italian flagged passenger ships are suspended.
- 2.** It is prohibited for all management companies, shipowners and captains of Italian passenger ships engaged in cruise services to take on board passengers in addition to those already on board, from the date of entry into force of this Decree until the end of the cruise currently in progress.
- 3.** Once all preventive health measures ordered by the competent authorities have been implemented, all management companies, shipowners and captains of Italian passenger ships engaged in cruise services shall disembark all passengers on board in the port of final cruise if not already disembarked in previous calls.
- 4.** When landing in Italian ports:
 - a) passengers who have their residence, domicile or usual abode in Italy are obliged to immediately notify their entry into Italy to the Prevention Department of the competent health company for the territory and are subject to health surveillance and fiduciary isolation for a period of fourteen days at the residence, domicile or usual abode in Italy. In the event of the onset of COVID-19 symptoms, they are obliged to report this situation promptly to the Health Authority through dedicated telephone numbers;
 - b) passengers of Italian nationality and resident abroad are obliged to immediately report their entry into Italy to the Prevention Department of the health company competent for the territory and are subject to health surveillance and fiduciary isolation for a period of fourteen days at the location indicated by them at the time of disembarkation in Italy to the aforementioned Department; alternatively, they may ask to be

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- immediately transferred by air or road to foreign destinations at the expense of the shipowner. In case of onset of COVID-19 symptoms, they are obliged to report this situation promptly to the Health Authority through dedicated telephone numbers;
- c) passengers of foreign nationality and resident abroad shall be immediately transferred to foreign destinations at the expense of the shipowner.
- 5.** The passengers referred to in points (a) and (b) of paragraph 4 shall reach their residence, domicile, usual abode in Italy or the place indicated by them at the time of disembarkation exclusively by private means of transport.
- 6.** Unless otherwise specified by the Health Authority, where the presence on the ship of at least one case of COVID-19 has been ascertained, passengers for whom close contact is established, within the terms defined by the Health Authority, shall be subject to health surveillance and fiduciary isolation at the location indicated by them on the national territory or shall be immediately transferred to foreign destinations, with protected and dedicated transport and expenses to be paid by the shipowner.
- 7.** The provisions of paragraphs 4 and 6 shall also apply to the crew in relation to their nationality. In any case, the crew shall be permitted, subject to authorisation by the Health Authority, to undergo health surveillance and fiduciary isolation on board the ship.
- 8.** Management companies, shipowners and captains of foreign-flagged passenger ships engaged in cruise services which are expected to call at Italian ports shall be prohibited from entering such ports, including for the purpose of inoperable layovers.
- 9.** In exceptional cases and, in any case, only in the presence of needs for the protection of citizens abroad and the fulfilment of international and European obligations, including those arising from the implementation of Directive (EU) 2015/637 of the Council of 20 April 2015, on coordination and cooperation measures to facilitate consular protection of Union citizens not represented in third countries and repealing Decision 95/553/EC, by decree of the Minister of Infrastructure and Transport, adopted on the proposal of the Minister of Foreign Affairs and International Cooperation and in agreement with the Minister of Health, specific and temporary derogations to the provisions of this article may be provided for.

Article 7

(Measures in the public line transport sector)

- 1.** In order to counter and contain the spread of the COVID-19 virus, public transport activities on land, sea, rail, air, lake and inland waterways are carried out, also on the basis

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of the “*Guidelines for information to users and organisational arrangements to contain the spread of COVID-19*” signed on 20 March 2020, set out in Annex 8, as well as the “*Guidelines for information to users and organisational arrangements to contain the spread of COVID-19*”, set out in Annex 9.

2. In relation to the new organizational or functional requirements, the Minister of Infrastructure and Transport with its own decree may supplement or modify the “*Guidelines for information to users and organisational arrangements to contain the spread of COVID-19*”, as well as, subject to prior agreement with the signatories, the sector-related “*Guidelines for information to users and organisational arrangements to contain the spread of COVID-19*” signed on March 20, 2020.

Article 8

(Additional disability-specific provisions)

1. The social and socio-sanitary activities provided under authorization or by convention, including those provided within or by semi-residential centres for people with disabilities, whatever their name, of a social-assistential, socio-educational, multifunctional, socio-occupational, health and socio-sanitary nature are reactivated according to local plans adopted by the Regions, ensuring through any specific protocols compliance with the provisions for the prevention of the contagion and the protection of the health of users and operators.

Article 9

(Execution and monitoring of measures)

1. The territorially competent Prefect, by informing the Minister of the Interior in advance, shall ensure the implementation of the measures referred to in this decree, as well as monitor the implementation of the remaining measures by the competent administrations. The Prefect makes use of the police forces, with the possible assistance of the National Fire Brigade Corps and, for health and safety in the workplace, the National Labour Inspectorate and the Carabinieri Command for labour protection, as well as, where necessary, the armed forces, after hearing the competent territorial commands, informing the President of the Region and the Autonomous Province concerned.

Article 10

(Final provisions)

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1. The provisions of this Decree shall apply as of 4 May 2020 by replacing those set forth in the Decree of the President of the Council of Ministers of 10 April 2020 and shall be effective until 3 May 2020, with the exception of the provisions laid down in article 2, paragraphs 7, 9 and 11, which shall apply as of 27 April 2020 jointly with the provisions of the aforementioned Decree of 10 April 2020.
2. The more restrictive containment measures adopted by the Regions, also in agreement with the Minister of Health, continue to be applied to specific areas of the regional territory.
3. The provisions of this Decree shall apply to the Special Statute Regions and to the Autonomous Provinces of Trento and Bolzano in accordance with their respective statutes and implementing rules.

Rome, 26 April 2020

The President of the Council of Ministers

Conte

The Ministry of Health

Speranza

Annex 1
Retail Sale

Hypermarkets

Supermarkets

Food Discounts

Minimarkets and other non-specialised grocery stores

Retail sale of frozen products

Retail sale in non-specialised stores of computers, peripherals, telecommunications equipment, audio and video consumer electronics, household appliances

Retail sale of food, beverages and tobacco in specialised stores (ATECO Code: 47.2)

Retail sale of automotive fuel in specialised stores

Retail sale of information and communication equipment (ICT) in specialised stores (ATECO Code: 47.4)

Retail sale of hardware, paints, flat glass and electrical and thermohydraulic equipment

Retail sale of hygienic-sanitary items

Retail sale of lighting equipment

Retail sale of newspapers, magazines and periodicals

Pharmacies

Retail sale in other specialised stores of OTC (over-the-counter) medicines

Retail sale of medical and orthopaedic items in specialised stores

Retail sale of perfumery, toiletries and personal hygiene products

Retail sale of small pets

Retail sale of optical and photography equipment

Retail sale of household and commercial fuel for heating

Retail sale of soaps, detergents, polishing products and similar

Retail sale of any type of product carried out via the Internet

Retail sale of any type of product carried out via television

Retail sale of any type of product via mail-order, radio, telephone

Retail sale via vending machines

Sale of paper, cardboard and stationery

Retail sale of books

Retail sale of children's and baby clothes

Retail sale of flowers, plants, seeds and fertilizers

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Annex 2

Personal Services

Laundry and cleaning of textile and fur products

Industrial laundry activities

Other laundries, dyeworks

Funeral services and related activities

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Annex 3

ATECO CODES	ACTIVITY DESCRIPTION
01	Crop and animal production
02	Silviculture and other forestry activities
03	Fishing and aquaculture
05	Mining of hard coal
06	Extraction of crude petroleum and natural gas
07	Mining of metal ores
08	Other mining and quarrying
09	Mining support service activities
10	Manufacture of food products
11	Manufacture of beverages
12	Manufacture of tobacco products
13	Manufacture of textiles
14	Manufacture of wearing apparel; Manufacture of leather and fur clothes
15	Manufacture of leather and related products
16	Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials
17	Manufacture of paper and paper products
18	Printing and reproduction of recorded media
19	Manufacture of coke and refined petroleum products
20	Manufacture of chemicals and chemical products
21	Manufacture of basic pharmaceutical products and pharmaceutical preparations
22	Manufacture of rubber and plastic products
23	Manufacture of other non-metallic mineral products
24	Manufacture of basic metals
25	Manufacture of fabricated metal products, except machinery and equipment
26	Manufacture of computer, electronic and optical products
27	Manufacture of electrical equipment

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28	Manufacture of machinery and equipment n.e.c.
29	Manufacture of motor vehicles, trailers and semi-trailers
30	Manufacture of other transport equipment
31	Manufacture of furniture
32	Other manufacturing
33	Repair and installation of machinery and equipment
35	Electricity, gas, steam and air conditioning supply
36	Water collection, treatment and supply
37	Sewerage
38	Waste collection, treatment and disposal activities; materials recovery
39	Remediation activities and other waste management services
41	Construction of buildings
42	Civil engineering
43	Specialised construction activities
45	Wholesale and retail trade and repair of motor vehicles and motorcycles
46	Wholesale trade, except of motor vehicles and motorcycles
49	Land transport and transport via pipelines
50	Water transport
51	Air transport
52	Warehousing and storage and support activities for transportation
53	Postal and courier activities
55.1	Hotels and similar accommodation
58	Publishing activities
59	Motion picture, video and television programme production, sound recording and music publishing activities
60	Programming and broadcasting activities
61	Telecommunications
62	Computer programming, consultancy and related activities
63	Information service activities
64	Financial service activities, except insurance and pension funding

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65	Insurance, reinsurance and pension funding, except compulsory social security
66	Activities auxiliary to financial services and insurance activities
68	Real estate activities
69	Legal and accounting activities
71	Architectural and engineering activities; technical testing and analysis
72	Scientific research and development
73	Advertising and market research
74	Other professional, scientific and technical activities
75	Veterinary activities
78	Employment activities
80	Security and investigation activities
81.2	Cleaning and disinfestation activities
81.3	Landscape service activities, not including activities of realization thereof
82	Office administrative, office support and other business support activities
84	Public administration and defence; compulsory social security
85	Education
86	Human health activities
87	Residential care activities
88	Social work activities without accommodation
94	Activities of business, employers and professional membership organisations
95	Repair of computers and personal and household goods
97	Activities of households as employers of domestic personnel
99	Activities of extraterritorial organisations and bodies

Annex 4

Sanitation Measures

1. wash your hands often. It is recommended to make available in all public places, gyms, supermarkets, pharmacies and other places of aggregation, hydro-alcoholic solutions for hands washing;
2. avoid close contact with persons suffering from acute respiratory infections;
3. avoid hugs and handshakes;
4. maintain, in social contacts, an interpersonal distance of at least 1 meter;
5. respiratory hygiene (sneezing and/or coughing in a handkerchief avoiding hand contact with respiratory secretions);
6. avoiding the promiscuous use of bottles and glasses in particularly during sports activity;
7. do not touch eyes, nose and mouth with your hands;
8. cover your mouth and nose in case of sneezing or coughing;
9. do not take antiviral drugs and antibiotics, unless they are prescribed by a doctor;
10. clean surfaces with chlorine disinfectants or alcohol;
11. it is strongly recommended in all social contacts to use respiratory tract protection as an additional measure to other individual health and hygiene protection measures.

Annex 5

Measures for commercial establishments

1. Maintenance in all activities and their phases of interpersonal distancing.
2. Guarantee of cleanliness and environmental hygiene at least twice a day and in relation to opening hours.
3. Guarantee of adequate natural ventilation and air exchange.
4. Wide availability and accessibility of hand disinfection systems. In particular, these systems should be available alongside keyboards, touch screens and payment systems.
5. Use of masks in closed places or environments and in any case in all possible working phases where it is not possible to guarantee interpersonal distancing.
6. Use of disposable gloves in purchasing activities, particularly for the purchase of food and beverages.
7. Regulated and staggered access as follows:
 - (a) through extensions of time slots;
 - (b) for premises up to forty square metres, one person at a time may have access, in addition to a maximum of two operators;
 - (c) for premises larger than those referred to in point (b) above, access shall be regulated according to the space available, differentiating entry and exit routes where possible.
8. Information to ensure the distancing of customers awaiting entry.

Annex 6

Common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace

24 April 2020

Today, Friday, 24 April 2020, the “*Common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace*” signed on 14 March 2020 was supplemented upon proposal of the President of the Council of Ministers, the Minister of Economy, the Minister of Labour and Social Policy, the Minister of Economic Development and the Minister of Health, who had promoted the meeting between the social parties, in implementation of the measure, set forth in article 1, paragraph 1, number 9), of the Decree of the President of the Council of Ministers of 11 March 2020, which – in relation to professional and production activities – recommends agreements between employer and trade union organisations.

The Government favours, to the extent of its competence, the full implementation of the Protocol.

Foreword

The document, taking into account the different measures of the Government and, finally, the Decree of the President of the Council of Ministers of 10 April 2020, as well as all the measures issued by the Ministry of Health, contains guidelines shared between the Parties aimed at facilitating companies in the adoption of anti-contagion safety protocols, i.e. a Protocol for the combat and containment of the spread of the COVID-19 virus in the workplace.

In fact, the prosecution of production activities can only take place in the presence of conditions that ensure adequate levels of protection for the workers. Failure to implement the Protocol so as not to ensure adequate levels of protection shall result in the suspension of the activity until safety conditions are restored.

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Therefore, the Parties already agree on the possible use of social shock absorbers, with the consequent reduction or suspension of work activities, in order to allow companies in all industries to apply these measures and the consequent safety of the workplace.

Together with the possibility for the company to have recourse to remote working and social shock absorbers, as extraordinary organisational solutions, the parties intend to encourage the combat and containment of the spread of the virus.

The main aim is to combine the continuation of production activities with the guarantee of healthy and safe working environments and working methods. As part of this purpose, the reduction or temporary suspension of activities may also be envisaged.

Under this standpoint, the urgent measures that the Government intends to adopt, in particular in terms of social shock absorbers for the whole national territory, could be useful for the rarefied attendance in the workplace.

Without prejudice to the need to rapidly adopt a regulatory protocol to combat and contain the spread of the virus that provides for procedures and rules of conduct, the preventive dialogue with trade union representatives attending the workplace should be encouraged, and, for small businesses, with the territorial representatives as provided for in the inter-confederal agreements, so that any measure adopted can be shared and made more effective by the experience contribution of workers, in particular RLS (Workers' Representative for Security) and RLST (Territorial Workers' Representative for Security), taking into account the specificity of each individual production reality and territorial situations.

COMMON REGULATORY PROTOCOL FOR THE CONTAINMENT OF THE SPREAD OF COVID-19

The purpose of this common regulatory protocol is to provide operational guidance aimed at increasing the effectiveness of the precautionary containment measures taken to combat the COVID-19 epidemic in non-healthcare workplaces.

COVID-19 represents a generic biological risk, for which equal measures must be taken for the entire population. This Protocol therefore contains measures that follow the precautionary approach and apply and implement the prescriptions laid down by the legislator and the indications of the Health Authority.

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Without prejudice to all obligations under the provisions enacted for the containment of
COVID-19

and provided that

- the Decree of the President of the Council of Ministers of 11 March 2020 provides for the observance until 25 March 2020 of restrictive measures throughout the national territory, specific for the containment of the COVID-19 and that for production activities such measures recommend:
- the maximum use by companies of remote working arrangements for activities that can be carried out at home or at a distance;
- the encouragement of paid holidays and leaves for employees as well as of other instruments provided for by collective bargaining;
- the suspension of the activities of company departments that are not essential to production;
- the adoption of anti-contagion safety protocols and, where it is not possible to respect the interpersonal distance of one metre as the main containment measure, the adoption of individual protection equipment;
- the encouragement of sanitation operations in the workplace, also through the use of social shock absorbers for this purpose;
- for productive activities only, the maximum limitation of movements within the sites and the limitation of access to common areas;
- for productive activities only, the encouragement of agreements between employer and trade union organisations;
- for all non-suspended activities, the maximum use of remote working solutions;

it is hereby provided that

the companies shall adopt this regulatory protocol within their workplaces, in addition to the provisions of the aforementioned Decree, shall apply the additional precautionary measures listed below – to be integrated with other equivalent or more incisive ones according to the peculiarities of their organization, after consultation with the company's

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trade union representatives – in order to protect the health of the people within the company and to ensure a healthy working environment.

1-INFORMATION

- The company, through the most suitable and effective methods, shall inform all workers and anyone entering into the company's premises about the provisions of the Authorities, delivering and/or posting at the entrance and in the most visible places of the company's premises, special information leaflets.
- In particular, the information shall concern:
 - the obligation to stay at home in case of fever (over 37.5°C) or other flu symptoms and to call the relevant family doctor and the Health Authority;
 - the awareness and acceptance of the fact of not being able to enter or remain in the company and of having to declare it promptly if, even after the entry, dangerous conditions exist (flu symptoms, temperature, coming from areas at risk of contact with people positive for the virus in the previous 14 days, etc.) in which the measures of the Authority require to inform the family doctor and the Health Authority and to stay at home;
 - the commitment to comply with all the provisions of the Authorities and the employer when entering the company (in particular, to maintain a safe distance, to observe the rules of hand hygiene and to behave correctly in terms of hygiene);
 - the commitment to promptly and responsibly inform the employer of the presence of any flu symptoms during the performance of the work, taking care to remain at an adequate distance from other people.

The company provides adequate information depending on the duties and work contexts, with particular reference to the set of measures adopted, to be complied with by personnel, in particular on the correct use of PPE, with the aim of contributing to the prevention of all possible forms of spread of the contagion.

2-MODALITY OF ENTRY INTO THE COMPANY'S PREMISES

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- Before entering the workplace, staff may be required to undergo a body temperature check¹. If this temperature exceeds 37.5°C, access to the workplace shall not be permitted. Persons in this condition – in compliance with the indications given in the note – shall be temporarily isolated and provided with masks and shall not have to go to the Emergency Room and/or to the infirmaries, but shall contact their family doctor as soon as possible and follow his/her instructions.
- The employer informs the staff in advance, and those who intend to enter the company, of the foreclosure of access to those who, in the last 14 days, have had contact with individuals tested positive for COVID-19 or coming from risk areas according to the WHO guidelines².
- For the cases above, reference is made to article 1, letters h) and i) of Decree-Law No. 6 of 23 February 2020.

¹ The real time detection of body temperature constitutes a processing of personal data and, therefore, must take place in compliance with the privacy regulations in force. For this purpose, it is suggested to: 1) detect at temperature and not record the relevant data. It is possible to identify the person concerned and record the exceeding of the temperature threshold only if it is necessary to document the reasons that prevented access to company premises; 2) provide information on the processing of personal data. Please note that the information notice may omit information already in the possession of the data subject and may also be provided orally. With regard to the contents of the information notice, with reference to the purpose of the processing, prevention from COVID-19 contagion may be indicated and with reference to the legal basis, the implementation of the anti-contagion security protocols pursuant to article 1, no. 7, letter d) of the Decree of the President of the Council of Ministers of 11 March 2020 may be indicated and with reference to the duration of any data storage, reference may be made to the end of the state of emergency; 3) define the appropriate security and organisational measures to protect the data. In particular, from an organisational standpoint, it is necessary to identify the persons in charge for the processing and provide them with the necessary instructions. To this end, please note that the data may be processed exclusively for purposes of prevention from infection by COVID-19 and must not be disclosed or communicated to third parties beyond the specific regulatory provisions (e.g. in case of request by the Health Authority for the reconstruction of the supply chain of any “close contacts of a worker who tested positive to COVID-19”); 4) in case of temporary isolation due to the exceeding of the temperature threshold, ensure procedures to guarantee the confidentiality and dignity of the worker. These safeguards must also be ensured in the event that the worker informs the office responsible for personnel that he or she has had, outside the company context, contact with people who have tested positive for COVID-19 and in the case of removal of the worker who develops fever and symptoms of respiratory infection and his or her colleagues during work (see below).

² If a declaration is required to be issued attesting the not coming from epidemiological risk areas and the absence of contact, in the last 14 days, with subjects tested positive for COVID-19, please note to the discipline on the processing of personal data, since the acquisition of the declaration constitutes data processing. To this end, the indications referred to in footnote 1 above shall apply and, specifically, it is suggested that only data necessary, adequate and relevant to the prevention of COVID-19 infection should be collected. For example, if a statement on contacts with persons found to be COVID-19 positive is required, additional information about the positive person should not be requested. Or, if a statement is required on origin from epidemiological risk areas, additional information on the specifics of the location should not be required.

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- The entry into the company of workers who have already tested positive for COVID-19 infection must be accompanied by a prior notification of medical certification that the swab has been tested “negative” in accordance with the procedures laid down and issued by the relevant territorial prevention department.
- If, in order to prevent outbreaks, in the most virus affected areas, the competent Health Authority provides for specific additional measures, such as swabbing of workers, the employer will provide maximum cooperation.

3-ACCESS MODALITIES OF EXTERNAL SUPPLIERS

- For the access of external suppliers, identify entry, transit and exit procedures, using predefined methods, pathways and timing, in order to reduce the opportunities for contact with the personnel in force in the departments/offices involved.
- If possible, the drivers of the means of transport must remain on board their own vehicles: access to the offices is not allowed for any reason. For the necessary preparation of loading and unloading activities, the haulier must keep a strict distance of one metre.
- For suppliers/transporters and/or other external personnel, identify/install dedicated toilets, prohibit the use of employee toilets and ensure adequate daily cleaning.
- Access to visitors should be reduced as far as possible; if external visitors (cleaning, maintenance, etc.) are required, they should be subject to all company rules, including those for access to company premises referred to in paragraph 2 above.
- Where there is a transport service organised by the company, the safety of workers must be guaranteed and respected along each trip.
- The provisions set forth in this Protocol extend to companies under contract that can organize permanent and temporary sites and worksites within the production sites and areas.
- In the case of workers employed by third party companies operating at the same production site (e.g. maintenance workers, suppliers, cleaners or security staff) who have tested positive for the COVID-19 swab, the contractor must immediately

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inform the principal and both must cooperate with the Health Authority providing useful information to identify any close contacts.

- The principal is required to provide the contractor with full information on the contents of the Company Protocol and to ensure that the workers of the same or of third party companies operating in any capacity within the company perimeter fully comply therewith.

4-CLEANING AND SANITATION ON THE COMPANY'S PREMISES

- The company shall ensure the daily cleaning and periodic sanitization of premises, environments, workstations and common and leisure areas.
- In the case of the presence of a person tested positive for COVID-19 inside the company's premises, the cleaning, the sanitation and the ventilation of the above-mentioned premises is carried out in accordance with the provisions of Circular no. 5443 of 22 February 2020 of the Ministry of Health.
- Cleaning at the end of the shift and periodic sanitization of any keyboards, touch screen and mouse with suitable detergents must be guaranteed, both in the offices and in the production departments.
- The company, in compliance with the instructions of the Ministry of Health in the manner deemed most appropriate, may organize special interventions/periods of cleaning using social shock absorbers (also by way of derogation).
- In the most endemic geographical areas or in companies where there have been suspected cases of COVID-19, in addition to the normal cleaning activities, it is necessary to provide, at the re-opening, an extraordinary sanitation of all the premises, workstations and common areas, in accordance with the Circular No. 5443 of 22 February 2020.

5-PERSONAL HYGIENE PRECAUTIONS

- It is mandatory that people in the company take all hygienic precautions, in particular for the hands.
- The company shall provide suitable hand cleansing agents.
- Frequent hand cleaning with soap and water is recommended.
- The hand cleansers mentioned above must be accessible to all workers also thanks to specific dispensers located in easily identifiable places.

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6-PERSONAL PROTECTIVE EQUIPMENT

- The adoption of the hygiene measures and personal protective equipment indicated in this Regulatory Protocol is fundamental and, given the current emergency situation, is clearly linked to the availability on the market. For these reasons:
 - a) the masks shall be used in accordance with World Health Organisation guidelines;
 - b) given the emergency situation, in the event of supply difficulties and for the sole purpose of preventing the spread of the virus, masks of the type indicated by the Health Authority may be used;
 - c) the preparation by the company of the detergent liquid according to the WHO guidelines (https://www.who.int/gpsc/5may/Guide_to_Local_Production.pdf) is encouraged.
- If the work requires working at an interpersonal distance of less than one meter and other organisational solutions are not possible, the use of masks and other protective devices (gloves, glasses, overalls, caps, gowns, etc.) that comply with the provisions of the scientific and health Authorities is still necessary.
- In the declination of the measures set out in the Protocol within the workplace on the basis of the complex of the assessed risks and, as from the mapping of the different activities of the company, the appropriate PPE shall be adopted. It is foreseen, for all workers who share common areas, the use of a surgical mask, according to the provisions of Decree-Law No. 9 (article 34) in combination with Decree-Law No. 18 (article 16, paragraph 1).

7-MANAGING OF COMMON SPACES (CANTEEN, CHANGING ROOMS, SMOKING AREAS, DRINKS AND/OR SNACK DISPENSERS...)

- Access to the common areas, including company canteens, smoking areas and changing rooms is limited, with the provision of continuous ventilation of the premises, reduced stopping time within these spaces and the maintenance of a safety distance of one meter between the people therein.
- It is necessary to organise the spaces and sanitise the changing rooms in order to leave places for workers to store their work clothes and to guarantee them suitable hygienic and sanitary conditions.

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- It is necessary to ensure periodic sanitization and daily cleaning, with special detergents, of the canteen rooms and the keyboards of the drinks and snack dispensers.

8-ORGANIZATION OF THE COMPANY (ROSTERING, TRAVEL AND SMART WORK, REMODELING OF PRODUCTION LEVELS)

With reference to the Decree of the President of the Council of Ministers of 11 March 2020, point 7, limited to the period of the emergency due to the COVID-19, companies may, with reference to the provisions of the national collective bargaining agreements and thus favouring agreements with the company trade union representatives:

- order the closure of all departments other than the production one or, in any case, those whose operation is possible through the use of remote work, or in any case at distance;
- reshape production levels;
- ensure a rostering plan for employees dedicated to production with the aim of reducing contacts as much as possible and creating autonomous, distinct and recognizable groups;
- use smart working for all those activities that can be carried out at home or remotely in the event that social shock absorbers are used, also by way of exception, and always evaluate the possibility of ensuring that they affect the entire company structure, if necessary also with appropriate rotations;
 - a) use, first and foremost, the social shock absorbers available in accordance with the contractual institutions (paid annual leave, paid time off, hour bank) generally aimed at enabling people to abstain from work without loss of pay;
- if the use of the institutions referred to in point (c) is not sufficient, the holiday periods in arrears and not yet taken shall be used;
- all national and international travel/business trips, even if already agreed or organised, are suspended and cancelled.

Distance working continues to be fostered even in the progressive work re-activation phase as a useful and flexible prevention tool, without prejudice to the need for the employer to guarantee adequate support conditions for the worker and his/her activity (assistance in the use of equipment, modulation of working time and breaks).

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It is necessary to maintain social distancing, also through a remodulation of work spaces, compatible with the nature of production processes and company spaces. In the case of workers who do not need special tools and/or work equipment and who can work alone, they could, for the transitional period, be placed in spaces derived for example from unused offices, meeting rooms.

For premises where several workers work simultaneously, innovative solutions can be found such as, for example, the repositioning of workstations spaced adequately apart or similar solutions. The articulation of the work can be redefined with differentiated working hours facilitating social distancing by reducing the number of simultaneous presences in the workplace and preventing gatherings at the entrance and exit with flexible working hours.

It is essential to avoid social gatherings also in relation to commuting to and from work, with particular reference to the use of public transport. For this reason, forms of transport to the workplace with adequate distancing between passengers should be fostered, by encouraging the use of private transport or shuttles.

9- MANAGEMENT OF EMPLOYEES' ENTRY AND EXIT

- Staggered entry/exit times are encouraged in order to avoid as much contact as possible in common areas (entrances, changing rooms, canteen).
- Where possible, it is necessary to dedicate an entrance and an exit door from these rooms and to guarantee the presence of detergents identified by special indications.

10-INTERNAL TRANSFERS, MEETINGS, INTERNAL EVENTS AND TRAINING

- Movements within the company site must be limited to the minimum necessary and in compliance with the company's instructions;
- meetings in attendance are not permitted. Where meetings are characterised by necessity and urgency, if it is impossible to connect remotely, the necessary attendance must be reduced to a minimum and, in any case, interpersonal distancing and adequate cleaning/airing of the premises must be guaranteed;

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- all internal events and all classroom training activities, even compulsory ones, are suspended and cancelled, even if already organized; it is however possible, if the company organization allows it, to carry out distance learning, even for workers in smart working;
- the failure to complete the updating of professional and/or qualifying training within the deadlines foreseen for all company roles/functions in the field of health and safety in the workplace, due to the emergency in progress and therefore due to force majeure, does not make it impossible to continue to carry out the specific role/function (by way of example: the emergency worker, both in fire-fighting and first aid, may continue to intervene in case of need; the forklift operator may continue to work as a forklift operator).

11-MANAGEMENT OF A SYMPTOMATIC PERSON INSIDE THE COMPANY

- If a person within the company develops fever and symptoms of respiratory infection such as coughing, he/she must immediately report this to the HR department; his/her isolation, as well as the isolation of the others present within the premises, must be carried out in accordance with the provisions of the Health Authority; the company shall immediately inform the competent Health Authorities and the emergency numbers for COVID-19 provided by the Region or the Ministry of Health.
- The company collaborates with the Health Authorities for the definition of possible “close contacts” of a person within the company who has been found positive to the COVID-19 swab. This is to enable the Authorities to apply the necessary and appropriate quarantine measures. During the investigation period, the company may ask any person who may be in close contact to leave the premises as a precautionary measure, in accordance with the Health Authority’s instructions.
- At the time of isolation, the worker must be immediately provided with a surgical mask if he or she is not already equipped with it.

12-HEALTH SURVEILLANCE/COMPETENT DOCTOR/RLS

- Health surveillance must continue in compliance with the hygienic measures set forth by the Ministry of Health (so-called decalogue).

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- During this period, priority should be given to preventive visits, visits on request and visits upon return from illness.
- Periodic health surveillance should not be interrupted, because it represents a further preventive measure of a general nature: both because it can detect possible cases and suspicious symptoms of contagion, and for the information and training that the competent doctor can provide workers to prevent the spread of contagion.
- In integrating and proposing all regulatory measures related to COVID-19 the competent doctor cooperates with the employer and the RLS/RLST.
- The competent doctor reports to the company situations of particular weakness and current or past pathologies of the employees and the company provides for their protection in the utmost respect of the privacy thereof.
- The competent doctor shall apply the indications of the Health Authorities. The competent doctor, in view of his/her role in risk assessment and health surveillance, may suggest the adoption of any diagnostic means if deemed useful to contain the spread of the virus and the health of workers.
- When activities are restored, it is advisable that the doctor responsible for the identification of subjects with particular situations of weakness and for the reintegration of subjects with previous COVID-19 infection is involved.
- It is recommended that health surveillance should focus particularly on those who are vulnerable also in relation to their age.
- For the progressive reintegration of workers after COVID-19 infection, the competent doctor, upon submission of certification that the swab has been tested negative according to the procedures provided for and issued by the competent territorial prevention department, shall carry out the medical examination prior to resumption of work, as a result of absence for health reasons lasting more than a continuous period of more than sixty days, in order to assess suitability for the work (Legislative Decree No. 81/08 and subsequent amendments and additions, article 41, paragraph 2, letter e-ter), also with the aim of assessing specific risk profiles and in any case regardless of the length of absence due to illness.

13-UPDATING OF THE REGULATORY PROTOCOL

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- A Committee is set up in the company for the application and verification of the provisions of the regulatory protocol with the participation of the company trade union representatives and the RLS.
- Whereas, due to the particular type of company and the system of trade union relations, no works committees are set up, a Territorial Committee composed of the Joint Health and Safety Bodies, if incorporated, shall be set up with the involvement of the RLST and representatives of the social partners.
- Committees for the purposes of the Protocol may be set up, at territorial or sectoral level, upon proposal of the signatories to this Protocol, also with the involvement of local health authorities and other institutional actors involved in initiatives to combat the spread of COVID-19.

Annex 7

Common regulatory protocol for containing the spread of COVID-19 in worksites

The Minister of Infrastructure and Transport shares with the Ministry of Labour and Social Policy, ANCI, UPI, Anas S.p.A., RFI, ANCE, Alleanza delle Cooperative, Feneal Uil, Filca - CISL and Fillea CGIL the following:

COMMON REGULATORY PROTOCOL FOR CONTAINING THE SPREAD OF COVID-19 IN WORKSITES

On 14 March 2020, the Regulatory Protocol to combat and contain the spread of the COVID-19 virus in the workplace (hereinafter the "**Protocol**"), covering all production sectors, was adopted, whose content was supplemented on 24 April 2020, and to whose provisions this Protocol refers in full. In addition, the forecasts in this Protocol are sector-specific compared to the general forecasts set forth in the Protocol of 14 March 2020, as supplemented by the following Protocol of 24 April 2020.

Given the validity of the provisions contained in the aforementioned Protocol, which are of a general nature for all categories, and in particular for the public works and construction sectors, it was decided to define further measures.

The objective of this common regulatory protocol is to provide operational guidance aimed at increasing the effectiveness of the precautionary containment measures adopted to combat the COVID-19 epidemic on worksites. COVID-19 represents, in fact, a generic biological risk, for which the same measures must be adopted for the whole population.

This protocol therefore lays down measures that follow the logic of precaution and follow and implement the prescriptions of the legislator and the indications of the Health Authority. These measures apply also to the owners of the worksite and to all subcontractors and sub-suppliers working within the same worksite.

With reference to the Decree of the President of the Council of Ministers of 11 March 2020, point 7, limited to the period of the emergency due to the COVID-19, employers may, with

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reference to the provisions set forth in the National Collective Labour Agreements and thus favouring agreements with trade union representatives:

- implement the maximum use by companies of smart working methods for site support activities that can be carried out from home or remotely;
- suspend those works that can be carried out through a reorganization of the phases carried out at a later date without compromising the works carried out;
- ensure a rostering plan for employees dedicated to production with the aim of reducing contacts as much as possible and creating autonomous, distinct and recognizable groups;
- use as a priority the social shock absorbers available in compliance with the contractual institutions generally aimed at allowing employees to abstain from work without loss of pay;
- encourage accrued holidays and paid leave for employees as well as the other instruments provided for by current legislation and collective bargaining for site support activities;
- all national and international travel/work trips are suspended and cancelled, even if already agreed or organised.
- the movements inside and outside the site are limited as much as possible, limiting access to the common areas also through the reorganisation of the works and times of the site.

Distance working continues to be favoured even in the phase of progressive reactivation of work as a useful and modular prevention tool, without prejudice to the need for the employer to guarantee adequate support conditions for the worker and his/her activity (assistance in the use of equipment, modulation of working times and breaks).

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It is necessary to comply with the social distancing, also through a remodulation of the work spaces, compatibly with the nature of the production processes and the size of the site. In the case of workers who do not need special tools and/or work equipment and who can work alone, such workers could, for the transitional period, be positioned in carved out spaces.

For premises where more than one worker is working at the same time, it will be possible to adopt anti-contagion safety protocols and, where it is not possible in relation to the work to be carried out, to respect the interpersonal distance of one metre as the main containment measure, individual protection instruments shall be used. The coordinator for safety in the execution of the works, where appointed pursuant to Legislative Decree No. 81 of 9 April 2008, shall supplement the Safety and Coordination Plan and the related cost estimate. The clients, through the safety coordinators, ensure that anti-contagion safety measures are adopted within the worksites.

The articulation of work can be redefined with different working hours so as to facilitate social distancing by reducing the number of simultaneous presences in the workplace and preventing gatherings at the entrance and exit with flexible working hours.

It is essential to avoid social aggregations also in relation to commuting, with particular reference to the use of public transport. For this reason, forms of transport to the workplace should be encouraged with adequate distancing between travellers as well the use of private transport or shuttles.

In addition to the provisions of the Decree of the President of the Council of Ministers of 11 March 2020, employers shall adopt this regulatory protocol within the worksite, applying, in order to protect the health of the people present within the worksite and to guarantee the healthiness of the working environment, the additional precautionary measures listed below - to be supplemented, if necessary, with other equivalent or more forceful measures according to the type, location and characteristics of the worksite, after consulting the coordinator for the execution of the works where appointed, the company trade union representatives/company trade union organisations and the territorially competent RLST.

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1-INFORMATION

The employer, also with the help of the Unified Bilateral Training and Construction Safety Authority, therefore through the most suitable and effective methods, informs all workers and anyone who enters the site about the provisions of the Authorities, delivering and/or posting at the entrance of the site and in the most frequented places special visible signs that indicate the correct behaviour.

In particular, the information concerns the following obligations:

- before entering the worksite, the personnel must be subjected to body temperature control. If this temperature exceeds 37.5°, access to the worksite shall not be allowed. Persons in this status – in compliance with the instructions given in the footnote¹ – shall be temporarily isolated and provided with masks, they shall not have to go to the Emergency Room and/or to the infirmaries, but they shall contact their own doctor as soon as possible and follow his indications or, in any case, the Health Authority;
- the awareness and acceptance of the fact that they cannot enter or remain at the construction site and of having to declare it promptly if, even after entry, dangerous conditions exist (flu symptoms, temperature, origin from areas at risk or contact with people tested positive for the virus in the previous 14 days, etc.) in which the

¹ The real time detection of body temperature constitutes a processing of personal data and, therefore, must take place in compliance with the privacy regulations in force. For this purpose, it is suggested to: 1) detect at temperature and not record the relevant data. It is possible to identify the person concerned and record the exceeding of the temperature threshold only if it is necessary to document the reasons that prevented access to company premises; 2) provide information on the processing of personal data. Please note that the information notice may omit information already in the possession of the data subject and may also be provided orally. With regard to the contents of the information notice, with reference to the purpose of the processing, prevention from COVID-19 contagion may be indicated and with reference to the legal basis, the implementation of the anti-contagion security protocols pursuant to article 1, no. 7, letter d) of the Decree of the President of the Council of Ministers of 11 March 2020 may be indicated and with reference to the duration of any data storage, reference may be made to the end of the state of emergency; 3) define the appropriate security and organisational measures to protect the data. In particular, from an organisational standpoint, it is necessary to identify the persons in charge for the processing and provide them with the necessary instructions. To this end, please note that the data may be processed exclusively for purposes of prevention from infection by COVID-19 and must not be disclosed or communicated to third parties beyond the specific regulatory provisions (e.g. in case of request by the Health Authority for the reconstruction of the supply chain of any “close contacts of a worker who tested positive to COVID-19”); 4) in case of temporary isolation due to the exceeding of the temperature threshold, ensure procedures to guarantee the confidentiality and dignity of the worker. These safeguards must also be ensured in the event that the worker informs the office responsible for personnel that he or she has had, outside the company context, contact with people who have tested positive for COVID-19 and in the case of removal of the worker who develops fever and symptoms of respiratory infection and his or her colleagues during work

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Authority's measures require them to inform the family doctor and the Health Authority and to remain at home;

- the commitment to comply with all the provisions of the Authority and the employer in accessing the site (in particular: to maintain a safe distance, to use the personal protective equipment provided during work that does not allow to respect the interpersonal distancing of one meter and to behave correctly in terms of hygiene);
- the commitment to promptly and responsibly inform the employer of the presence of any flu symptoms during work performance, taking care to remain at an adequate distance from the persons on site;
- the employer's obligation to inform the staff in advance, and those who intend to enter the site, of the foreclosure of access to those who, in the last 14 days, have had contact with people who have tested positive for COVID-19 or come from risk areas according to WHO guidelines;
- for these cases, reference is made to article. 1, letters h) and i) of Decree-Law No. 6 of 23 February 2020.

2. ACCESS MODALITIES OF EXTERNAL SUPPLIERS TO THE WORKSITES

- For the access of external suppliers, entry, transit and exit procedures must be identified, using predefined methods, routes and timing, in order to reduce the opportunities for contact with the personnel present on site, with integration in the appendix in the Security and Coordination Plan;
- If possible, the drivers of the means of transport must remain on board their own vehicles: access to the closed common premises of the construction site is not allowed for any reason. For the necessary preparation of loading and unloading activities, the haulier must comply with the strict minimum distance of one metre;
- For suppliers/transporters and/or other external personnel, dedicated toilets shall be identified/installed, the use of those of employees shall be prohibited and adequate daily cleaning shall be ensured;
- Whenever there is a transport service organised by the employer to reach the worksite, the safety of workers must be guaranteed and respected along each movement, if necessary by using a greater number of means and/or by providing for entry and exit from the worksite with flexible and staggered hours or by

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recognizing temporary increases in specific compensation, as per collective bargaining, for the use of their own means of transport. In any case, it is necessary to ensure that the door and window handles, steering wheel, gearbox, etc. are cleaned with specific detergents while maintaining proper ventilation inside the vehicle.

3. CLEANING AND SANITATION ON SITE

- The employer ensures the daily cleaning and periodic sanitization of the changing rooms and common areas by restricting access to these places at the same time; for the purposes of cleaning and sanitization must also include the means of work with the relevant driver's or pilot's cabins. The same applies to service cars and rental cars and to work vehicles such as cranes and vehicles operating on site;
- The employer verifies the correct cleaning of individual work tools preventing their mixed use, also providing specific detergent and making it available on site both before, during and at the end of the work;
- The employer must verify that all the housings and all the rooms, including those outside the worksite but used for this purpose, have been sanitized, as well as the means of work after each use, present in the worksite and in the private external structures always used for the purposes of the worksite;
- In the case of the presence of a person tested positive for COVID-19, the premises, housings and equipment shall be cleaned and sanitised in accordance with the provisions of Circular No. 5443 of 22 February 2020 of the Ministry of Health and, where necessary, ventilated.
- The periodicity of the sanitation shall be established by the employer in relation to the characteristics and uses of the premises and means of transport, after consulting the competent company doctor and the prevention and protection service manager, the workers' safety representatives (RLS or RSLT territorially competent);
- In companies that carry out cleaning and sanitization operations, specific intervention protocols must be defined in agreement with the workers' safety representatives (RLS or RSLT territorially competent);
- Operators carrying out cleaning and sanitising work must be equipped with all clothing and personal protective equipment;

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- Sanitization actions must include activities performed using products with the characteristics referred to in Circular No. 5443 of 22 February 2020 of the Ministry of Health.

4. PERSONAL HYGIENE PRECAUTIONS

- It is mandatory that the people present in the company take all hygiene precautions, in particular ensuring the frequent and thorough washing of hands, even during the execution of the work;
- The employer, for this purpose, provides suitable hand cleaning equipment.

5. PERSONAL PROTECTIVE EQUIPMENT

- The adoption of the hygiene measures and personal protective equipment indicated in this Regulatory Protocol is of fundamental importance but, given the actual emergency situation, it is clearly linked to the availability of the aforementioned equipment on the market;
- The masks must be used in accordance with the indications of the World Health Organization;
- Given the emergency situation, in the event of supply difficulties and for the sole purpose of avoiding the spread of the virus, masks may be used whose type corresponds to the indications of the Health Authority and the coordinator for the execution of the work where appointed pursuant to Legislative Decree No. 81 of 9 April 2008;
- The company's preparation of the detergent liquid according to the WHO guidelines is encouraged ([https://www.who.int/gpsc/5may/Guide to Local Production.pdf](https://www.who.int/gpsc/5may/Guide%20to%20Local%20Production.pdf));
- If the work to be carried out on site requires working at an interpersonal distance of less than one meter and other organizational solutions are not possible, the use of masks and other protective devices (gloves, goggles, overalls, earmuffs, etc. ...) in accordance with the provisions of the Scientific and Health Authorities; in such cases, in the absence of suitable personal protective equipment, the work must be suspended with recourse, if necessary, to the Ordinary Redundancy Fund (CIGO) pursuant to Decree-Law No. 18 of 17 March 2020, for the time strictly necessary to find the appropriate personal protective equipment;

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- The coordinator for the execution of the works, where appointed pursuant to Legislative Decree No. 81 of 9 April 2008, shall integrate the Safety and Coordination Plan and the related cost estimate with all the devices deemed necessary; the coordinator for safety during the design phase, with the involvement of the RLS or, where not present, the RLST, shall align the design of the worksite to the measures contained in this protocol, ensuring its concrete implementation;
- The employer shall provide for the renewal of work clothing to all workers, providing for the distribution to all workers involved in the work of all personal protective equipment, including disposable overalls;
- The employer makes sure that in every large construction site for the number of employees (more than 250 units) there is a health service and, where mandatory, the appropriate medical service and first aid; for all other worksites, these activities are carried out by first aid workers, already appointed, after adequate training and provision of the necessary equipment with regard to measures to contain the spread of the COVID-19 virus.

6. MANAGEMENT OF COMMON AREAS (CANTEEN, CHANGING ROOMS)

- Access to the common areas, including canteens and changing rooms, is restricted to a limited number of people, with the provision of continuous ventilation of the premises, a reduced amount of time spent in these areas and the maintenance of a safety distance of 1 metre between the people occupying them; in the case of activities that do not require the use of changing rooms, it is preferable not to use them in order to avoid contact between workers; in the case of compulsory use, the coordinator for the execution of the work, if appointed in accordance with Legislative Decree No. 81 of 9 April 2008, provides in this regard to integrate the Safety and Coordination Plan also through a shift of workers compatible with the work to be performed;
- The employer provides for the sanitation at least daily and the organization of the canteen and changing rooms in order to leave in the workers' availability places for the storage of work clothes and to guarantee them suitable hygienic and sanitary conditions.
- It is necessary to guarantee periodic sanitization and daily cleaning with special detergents also of the keyboards of the beverage vending machines.

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7. SITE ORGANIZATION (ROSTERING, REMODULATION OF THE WORK SCHEDULE)

- With reference to the Decree of the President of the Council of Ministers of 11 March 2020, point 7, limited to the period of the emergency due to the COVID-19, companies may, with reference to the provisions of the national collective bargaining agreements and thus favouring agreements with the company's trade union representatives, or territorial representatives of the category, order the reorganisation of the worksite and the work schedule, also through the rostering of workers with the aim of reducing contacts, creating autonomous, distinct and recognisable groups and allowing a different articulation of the worksite's opening, stopping and exit times.

8. MANAGEMENT OF A SYMPTOMATIC PERSON ON SITE

- In the event that a person on site develops a fever with a temperature above 37.5° and symptoms of respiratory infection such as coughing, such a person must immediately declare to the employer or site manager that he or she must proceed with his or her isolation in accordance with the provisions of the Health Authority and the coordinator for the execution of the works where appointed in accordance with Legislative Decree No. 81 of 9 April 2008 and immediately notify the competent Health Authorities and the emergency numbers for COVID-19 provided by the Region or the Ministry of Health;
- The employer cooperates with the Health Authorities to identify any "*close contacts*" of a person on site who has been tested positive for the COVID-19 swab. The purpose of the foregoing is to allow the Authorities to apply the necessary and appropriate quarantine measures. During the period of the investigation, the employer may demand any possible close contacts to cautiously leave the construction site according to the indications of the Health Authority.

9. HEALTH SURVEILLANCE/COMPETENT DOCTOR/RLS or RLST

- Health surveillance must continue in compliance with the hygienic measures outlined by the Ministry of Health (so-called decalogue):

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- In this period, priority should be given to preventive visits, visits on request and visits to return from illness;
- Periodic health surveillance should not be interrupted, because it represents a further preventive measure of a general nature: both because it can intercept possible cases and suspicious symptoms of contagion, and for the information and training that the competent doctor can provide to the workers in order to avoid the spread of the contagion;
- In supplementing and proposing all regulatory measures related to the COVID-19, the competent doctor cooperates with the employer and the RLS/RLST as well as with the site manager and the coordinator for the execution of the works where appointed pursuant to Legislative Decree No. 81 of 9 April 2008;
- The competent doctor reports to the employer situations of particular fragility and current or past pathologies of the employees and the employer provides for their protection in the respect of privacy; the competent doctor shall apply the indications provided by the Health Authorities.

10. UPDATING OF THE REGULATORY PROTOCOL

- A Committee for the application and verification of the provisions of the regulatory protocol is being set up with the participation of the company trade union representatives and the RLS;
- Where, due to the particular type of worksite and the system of trade union relations, there is no need to set up committees for individual worksites, a Territorial Committee shall be set up, composed of the Joint Health and Safety Bodies, where constituted, with the involvement of the RLST and representatives of the social parties;
- Committees for the purposes of the Protocol may be set up, at a territorial or sectoral level, upon the initiative of the signatories of this Protocol, also with the involvement of local health authorities and other institutional bodies involved in initiatives to combat the spread of COVID-19;
- It should be noted that, nonetheless, the inspection functions of the INAIL and the Single Agency for Labour Inspections, "National Labour Inspectorate", remain unchanged and that, in exceptional cases, the intervention of Local Police officers may be required.

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TIPIFICATION, WITH REGARD TO WORKSITE ACTIVITIES, OF THE HYPOTHESIS OF DEBTOR'S LIABILITY EXEMPTION, ALSO WITH REGARD TO THE APPLICATION OF POSSIBLE FORFEITURES OR PENALTIES CONNECTED TO DELAYED OR OMITTED FULFILMENTS

The following hypotheses represent a typification, related to the worksite activities, of the general provision set forth in article 91 of Decree-Law No. 18 of 17 March 2020, according to which compliance with the containment measures adopted to combat the COVID-19 outbreak is always assessed for the purpose of excluding, pursuant to and for the purposes of articles 1218 and 1223 of the Italian Civil Code, the debtor's liability, also with regard to the application of any forfeiture or penalties connected with delayed or omitted fulfilments.

1. the work to be carried out on site requires working at an interpersonal distance of less than one metre, other organisational solutions are not possible and there are not enough masks and other personal protective equipment (gloves, glasses, overalls, earmuffs, etc.) in compliance with the provisions of the Scientific and Health Authorities (it is documented that the order for the personal protective equipment has been placed and that it has not been delivered on time): consequent suspension of the work;
2. access to the common areas, for example canteens, cannot be limited, with the provision of a continuous ventilation of the premises, a reduced time of rest within these spaces and with the maintenance of a safety distance of 1 meter between the people occupying them; it is not possible to ensure the canteen service in any other way due to the absence, in the surroundings of the site, of commercial establishments, where to eat the meal, it is not possible to use a packed hot meal, to be consumed maintaining the specific distances: consequent suspension of the work;
3. case of a worker who is found to be affected by COVID-19; need to quarantine all workers who have come into contact with the infected colleague; it is not possible to reorganize the site and the work schedule: consequent suspension of work;
4. where there is a workers' overnight stay and the dormitory does not have the minimum security features required and/or other organizational solutions are not

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possible, due to lack of available accommodation facilities: consequent suspension of work;

5. unavailability of materials, means, equipment and workers functional to the specific activities of the site: consequent suspension of work.

The recurrence of the above hypotheses must be certified by the coordinator for safety in the execution of the work who has drawn up the supplement to the Safety and Coordination Plan.

NOTE: it should be noted that the typification of the hypotheses should be intended as merely illustrative and not exhaustive.

These guidelines are automatically supplemented or modified in the field of health protection on the basis of indications or determinations taken by the Ministry of Health and the World Health Organization in relation to the COVID-19 contagion modality.

Annex 8

Common regulatory protocol for containing the spread of COVID-19 in the transport and logistics industry

The Minister of Infrastructure and Transport shares the following with the employers' associations Confindustria, Confetra, Confcooperative, Confrasperto, Confartigianato, Assoporti, Assaeroporti, CNA-FITA, AICAI, ANITA, ASSTRA, ANAV, AGENS, Confitarma, Assarmatori, Legacoop Produzione Servizi and with the OO.SS. Filt-Cgil, Fit-Cisl and UilTrasporti:

COMMON REGULATORY PROTOCOL FOR CONTAINING THE SPREAD OF COVID-19 IN THE TRANSPORT AND LOGISTICS INDUSTRY

On 14 March 2020, the Common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace (henceforth "**Protocol**"), covering all production sectors, was adopted.

Given the effectiveness of the provisions contained in the aforementioned Protocol, which are of a general nature for all categories, and in particular for the transport and logistics sectors, it was deemed necessary to define further measures.

The attached document provides requirements for each specific sector in the transport industry, including the chain of contracts functional to the service and related ancillary and support activities. Without prejudice to the measures for the different transport modalities, attention is drawn to the following common requirements:

- providing for the obligation on the part of those responsible for information regarding the correct use and management of personal protective equipment, where applicable (masks, gloves, overalls, etc.);
- the sanitization and sanitation of premises, means of transport and means of work must be adequate and frequent (therefore it must concern all parts attended by travellers and/or workers and carried out according to the modalities defined by specific circulars of the Ministry of Health and the Istituto Superiore di Sanità [literally, *Italian National Institute of Health*]);
- Where possible, install hydroalcoholic dispenser for passenger use;

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- As far as passenger transport is concerned, where possible, the sale of tickets should be restricted to a distance of at least one metre between passengers.

If it is not possible to do so, passengers must be provided with appropriate protection (masks and gloves).

- In workplaces where it is not possible to maintain the distance between workers required by the provisions of the Protocol, personal protective equipment must be used. Alternatively, position separators should be used. Places that are strategic for the functionality of the system (operating rooms, ACC rooms, control rooms, etc.) should preferably be equipped with temperature detectors by means of automated devices.
- For all travelling personnel as well as for those who have relations with the public and for whom distances of 1 m from the user are not possible, the use of the appropriate personal protective equipment provided by the Protocol must be foreseen. The same is applicable to travelling personnel (e.g. drivers, drivers, etc.) for whom a distance of 1 m from their colleague is not possible.
- With regard to the travel ban (referred to in point 8 of the Protocol), an exception must be made for activities that necessarily require this mode.
- All training courses are suspended if they cannot be carried out remotely.
- Provision of the necessary communications on board the vehicles also through the affixing of signs indicating the correct conduct of users with the prescription that non-compliance may contemplate the interruption of the service.
- In case of activities not requiring the use of changing rooms, it is preferable not to use them in order to avoid contact between workers, if it is mandatory to use them, the Committee for the application of the Protocol will identify the organizational procedures to ensure compliance with health measures to avoid the risk of infection.

AVIATION SECTOR

- Employees who necessarily need to come into close contact, including physical contact, with the passenger, in cases where it is impossible to maintain an interpersonal distance of at least one meter, shall wear masks, disposable gloves and, upon instructions of the Competent Doctor, additional protective equipment

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such as safety glasses, sharing these measures with the Committee for the application of the Protocol mentioned above.

- The same provision concerning freight transport drivers shall apply to air cargo truck drivers.

ROAD HAULAGE GOODS SECTOR

- If possible, transport drivers shall remain in their vehicles if they are not wearing gloves and masks. In any case, the vehicle can access the loading/unloading place even if the driver is without personal protective equipment, as long as he/she does not get out of the vehicle or maintains a distance of one meter from other operators. At the place of loading/unloading, it must be ensured that the necessary preparatory and final operations for the loading/unloading of goods and the collection/delivery of documents are carried out in a manner that does not involve direct contact between operators and drivers or within the strict distance of one meter. It is not allowed to access the offices of other companies for any reason, with the exception of using dedicated toilets and which the managers of the places of loading/unloading of goods must ensure the presence and adequate daily cleaning and the presence of suitable hand washing sanitizing gel.
- Deliveries of packages, documents and other types of express goods may be carried out, subject to customer information note to be made, also via web, without contact with the recipients. In case of home deliveries, also made by Riders, the goods may be delivered without contact with the recipient and without the delivery signature. Should this not be possible, the use of masks and gloves shall be required.
- If it is necessary to work at an interpersonal distance of less than one meter and other organizational solutions are not possible – in analogy to what is foreseen for closed environments –, if the above mentioned circumstance occurs during work activities that take place in outdoor environments, it is in any case necessary to wear masks.
- Where possible and compatible with the company's organization, it is necessary to ensure a shift plan for employees dedicated to the preparation and reception of shipments and loading/unloading of goods and with the aim of reducing contacts as much as possible and creating autonomous, distinct and recognizable groups by identifying priorities in the processing of goods.

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LOCAL PUBLIC TRANSPORT BY GRANTED ROAD AND RAIL

In accordance with the provisions of the Joint Notice signed by the Asstra, Anav and Agens Associations with the OOSLLL on 13 March 2020, the following specific measures shall apply to the sector in question:

- The company carries out the hygienisation, sanitisation and disinfection of trains and public transport, hygienising and disinfecting at least once a day and sanitising in relation to the specific company realities.
- Practicable measures must be taken in order to separate the driver's seat with a distance of at least one metre from the passengers; passengers shall be allowed to get on and off the central and rear doors using suitable waiting times in order to avoid contact between those who get off and those who get on.
- Suspension, subject to authorisation by the competent Agency for Territorial Mobility and by the Entities, of the sale and control of tickets on board.
- Suspension of ticketing activities on board by drivers.

RAILWAY SECTOR

- Information to customers through corporate communication channels (call centre, website, app) both on the prevention measures adopted in accordance with the provisions of the Health Authorities and on active mileage information so as to prevent people from accessing the information/ticket offices of the stations.
- In the Big Hubs where there are gates to access the railway operating area (Milano C.le, Firenze S.M.N., Roma Termini) and in any case in all stations, depending on the respective organisational capacities and traffic flows:
 - o availability for personnel of personal protective equipment (masks, disposable gloves, hand washing gel) or;
 - o prohibition of any close contact with customers with the exception of those that are essential due to emergency circumstances and in any case with the precautions provided for by applicable government regulations or;

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- continuation of security monitoring activities of stations and passenger flows, in compliance with the safety distance prescribed by the provisions in force or;
- restrictions on the maximum number of passengers allowed in common waiting areas and in any case in compliance with the provisions on the distance between persons of at least one metre. Providing for common waiting areas without the possibility of natural ventilation, of further measures to avoid the danger of contagion or;
- availability in the common waiting rooms and on-board train of handwash sanitizing gel, also if necessary prepared according to WHO regulations. Until 3 April, the passenger reception service on-board train is suspended.
- In the event of passengers on-board train showing symptoms attributable to Covid-19, the Railway Police and the Health Authorities must be promptly informed: following the outcome of the relevant assessment of the passenger's health conditions, they are responsible for deciding whether to stop the train for intervention.
- Passengers with symptoms of Covid-19 disease (cough, rhinitis, fever, conjunctivitis, etc.) on-board train are required to wear a protective mask and to sit isolated from the other passengers, who will be placed in another suitably evacuated carriage and therefore there must be suitable areas for the isolation of passengers or on-board staff.
- The railway undertaking shall then proceed with the specific sanitation of the train affected by the emergency before returning it to operational readiness.

SHIPPING AND PORT SECTOR

- As far as possible, avoid contact between ground staff and on-board personnel and in any case maintain the interpersonal distance of at least one metre. If this is not possible, personnel must wear gloves and a mask and any other safety equipment deemed necessary.
- In order to ensure the correct and constant hygiene and cleaning of hands, the companies shall provide their staff both on board and at the company units (offices, ticket offices and warehouses) with special disinfectant dispensers and refills.

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- Cleaning services are reinforced, where necessary also through the use of specific machinery that allows the disinfection of the onboard premises and other company facilities, such as offices, ticket offices and warehouses.
- The disinfection activity is carried out in an appropriate and frequent way both on board (with modalities and frequency depending on the type of premises) and at the other company's facilities by personnel assigned for this purpose. In particular, on board ships disinfection will take place during the stopover in port, even in the presence of commercial operations, provided that these do not interfere with such operations. In passenger units and public premises this will specifically concern frequently touched surfaces such as buttons, handles or tables and may be carried out with water and detergent followed by the application of commonly used disinfectants, such as ethyl alcohol or sodium hypochlorite appropriately dosed. To the cargo ships used on routes where navigation takes place for several consecutive days, this procedure will be applied according to the modalities and the frequency required by the crew properly trained and in consideration of the different types of ships, the different compositions of the crews and the specificity of the trades. The normal sanitizing activities of the equipment and means of work must be carried out, in a manner appropriate to the type of equipment and means of work, at each change of operator and by the same operator with the use of products made available by the company, observing any necessary requirements (aeration, etc.).
- Companies will provide instructions and appropriate information to their staff:
 - o to avoid close contacts with customers with the exception of those that are essential due to emergency circumstances and in any case with the precautions provided for in current government regulations;
 - o to maintain a distance of at least one metre between passengers;
 - o for the maritime LPT with instructions on the measures to be taken to ensure adequate distance between persons during navigation and during embarkation and disembarkation operations;
 - o to immediately inform the Maritime and Health Authorities if there are passengers on board with symptoms attributable to Covid-19 disease;
 - o to require on board passengers with symptoms of Covid-19 disease to wear a protective mask and to sit separately from other passengers;

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- to proceed, subsequent to the disembarkation of any passenger presumed positive for Covid-19 disease, to the specific sanitation of the unit affected by the emergency before putting it back into service.
- As far as possible, reception systems for road haulage, external users and passengers will be organised to avoid congestion and crowding. As far as feasible, the use of telematic systems for document exchange with road haulage and users in general will be encouraged.
- The companies will favour as much as possible the document exchange between the ship and the terminal in such a way as to reduce the contact between sea and land personnel, favouring as much as possible the exchange of documents with computer systems.
- Considering the emergency situation, limited to national ports, with reference to professional figures such as port operators' employees, shipping agents, port chemists, fire guards, moorers, pilots, solid and liquid waste collection personnel, the registration and delivery of PASS for access on board the ship for security purposes are suspended.
- In cases where other subcontractors operate in a terminal, in addition to the company, the process management must be assumed by the terminal operator.
- To resolve with possible interpretation or integration of the Decree of the President of the Council of Ministers dated 11 March 2020 that in state property areas under the competence of the Authority of harbour system and/or interports refreshment points are considered as rest areas and/or canteens. Pending clarification by the Presidency, chemical health services should be provided.

Non-scheduled transport services

- In the case of non-scheduled transport services, the passenger should not occupy the seat available next to the driver.

In order to comply with safety distances, no more than two passengers may be transported as far apart as possible in the rear seats.

The driver must wear protective equipment.

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These provisions shall also apply to vessels providing non-scheduled transport services.

These guidelines are automatically supplemented or amended in the sphere of health protection on the basis of indications or determinations made by the Ministry of Health and the World Health Organization (WHO) in relation to the COVID-19 contagion patterns.

Annex 9

Guidelines for information to users and organisational measures to contain the spread of COVID-19 in the public transport sector

On 14 March 2020, the Common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace (henceforth "**Protocol**"), covering all production sectors, was adopted and subsequently on 20 March 2020 the Common regulatory protocol for containing the spread of COVID-19 in the transport and logistics industry was adopted. These guidelines establish the modalities of information to users as well as the organizational measures to be implemented in stations, airports and ports, in order to allow the transition to the next phase of containment of contagion, which provides for the staggered reopening of industrial, commercial activities and free movement of goods and people.

It should be noted that the protection of beneficial passengers is not independent of the adoption of other general measures, which can be defined as "systemic measures".

The main advisable measures are set out below:

Systemic measures

The differentiation of working time with large beginning and end gaps is important to modulate the mobility of workers and consequently prevent the risks of gathering related to the mobility of citizens. The differentiation and extension of opening hours of offices, shops, public services and schools of all levels are also a useful preventive approach, while encouraging alternative forms of sustainable mobility. This approach underpins these guidelines. These measures should be modulated in relation to the needs of the territory and the catchment area.

The individual responsibility of all users of public transport services remains essential to ensure social distancing, hygiene measures, as well as to prevent behaviour that may increase the risk of contagion. A clear and simple communication in every context (railway stations, subways, airports, bus stations, means of transport, etc.), through mobile

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information panels, is an essential point to communicate the necessary behavioural rules in the use of means of transport.

General measures

Please also note that the provisions listed below apply to all modes of transport:

- The sanitization and sanitation of premises, means of transport and means of work must concern all parts occupied by travellers and/or workers and must be carried out in accordance with the procedures defined by the specific circulars of the Ministry of Health and the Istituto Superiore di Sanità;
- Dispensers containing disinfectant solutions for passenger use must be installed in stations, airports, ports and long-distance transport.
- It is necessary to encourage the sale of tickets with telematic systems. Otherwise, tickets must be sold in such a way that passengers are at least one metre apart. In cases where this distance cannot be observed, passengers should necessarily be provided with appropriate individual protection (e.g. masks).
- It is advisable to install points of sale in stations or ticket sales offices, including through security device distributors.
- Provision should be made for measures to manage passengers and operators if a body temperature above 37.5° C is detected.
- Adoption of information and communication systems, in places of transit of users, relating to the proper use of personal protective equipment, as well as on the behavior that the same users are required to maintain in stations, airports, ports, and waiting places, during boarding and disembarking from the means of transport and during the transport itself.
- Adoption of management interventions, where necessary, of limited accesses to stations, airports, and ports in order to avoid overcrowding and every possible opportunity for contact, ensuring respect for the minimum interpersonal distance of one meter.
- Adoption of organizational measures, with the preparation of specific operational plans, aimed at limiting, during boarding and disembarking from the means of transport, during movements in stations, airports and ports, in areas used for

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parking passengers and while waiting for the means of transport, every possible opportunity for contact, ensuring compliance with the minimum interpersonal distance of one meter.

Recommendations for all users of public transport services:

- Do not use public transport if you have symptoms of acute respiratory infections (fever, cough, cold);
- Purchase tickets electronically, online or via app, where possible;
- Follow the signs and routes marked inside stations or at stops, always keeping a distance of at least one metre from other people;
- Use the access doors to the vehicles indicated for the ascent and descent, always respecting the interpersonal safety distance of one metre;
- Sit only in the permitted places, keeping the distance from the other occupants;
- Avoid approaching or asking the driver for information;
- During the journey, frequently sanitize your hands and avoid touching your face;
- Wear a mask, including a cloth mask, to protect your nose and mouth.

TECHNICAL ANNEX – INDIVIDUAL MODES OF TRANSPORT

AVIATION SECTOR

For the air transport sector, specific containment measures for passengers should be observed, covering both the proper use of terminals and aircraft. Compliance with the following measures is therefore required for airport operators, carriers and passengers respectively:

- Management of access to terminals by providing, where possible, for a clear separation of entry and exit doors, so as to avoid the encounter of user flows;
- Organisational and managerial interventions and access quota restrictions in order to favour the distribution of the public in all the common areas of the airport in order to avoid crowding in the areas in front of the security controls;
- Provision of one-way paths within the airport and in the paths to the gates, in order to keep the flow of incoming and outgoing users separate;

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- Obligation of a one-metre inter-personal distance on board aircraft, inside terminals and all other airport facilities (e.g. buses for passenger transport). With particular reference to the operators and carriers in the areas reserved to them, the latter shall prepare specific plans to ensure the maximum distance between people within the internal spaces and available infrastructure. In particular, in areas subject to queue formation, suitable ground signs and posters shall be implemented to invite passengers to maintain physical distance;
- Passengers on the aircraft must necessarily wear a mask;
- Terminal and aircraft sanitization and sanitization activities, even several times a day depending on the traffic at the terminal and on the aircraft, with specific attention to all surfaces that may be touched by passengers in ordinary circumstances. All boarding gates should be equipped with disinfectant gel dispensers. Air conditioning systems should be operated with procedures and techniques aimed at preventing bacterial and viral contamination;
- Introduction of thermo-scanners for both arriving and departing passengers, according to modalities to be determined by mutual agreement between operators and carriers in large airport hubs. In principle, temperature controls at the boarding terminal, for departures, and on boarding the plane for arrivals at all airports could be envisaged.

MARITIME AND PORT SECTOR

With reference to the maritime transport sector, specific forecasts must be laid down with regard to the prevention of contacts between passengers and shipboard personnel, the maintenance of an adequate social distancing and the sanitisation of the ship's environment, which, moreover, are already substantially provided for in the common protocol of 20 March 2020. In particular, the following measures are required:

- Avoid, as far as possible, contacts between shore personnel and shipboard personnel and, in any case, maintain the interpersonal distance of at least one metre.
- Passengers must necessarily wear a mask, including cloth, to protect their nose and mouth.

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- Strengthening of cleaning services, where necessary also through the use of specific machinery that allows the disinfection of on-board premises and other company sites, such as offices, ticket offices and warehouses.
- The disinfection activity is carried out in an appropriate and frequent way both on board (with modality and frequency depending on the type of premises) and at the other company sites by personnel assigned for this purpose. In particular, on board the ships the disinfection shall take place while in port, taking care that the disinfection operations do not interfere or overlap with the commercial activity of the unit. In public areas, the disinfection shall specifically concern frequently touched surfaces such as buttons, handles or tables and may be carried out with water and detergent followed by the application of commonly used disinfectants, such as ethyl alcohol or sodium hypochlorite, appropriately dosed. The normal sanitizing activities of the equipment and means of work must be carried out, in a manner appropriate to the type of equipment and means of work, at each change of operator and by the same with the use of products made available by the company, observing any necessary requirements (ventilation, etc.);
- Companies provide guidance and appropriate information through their personnel or through displays;
- In order to avoid close contact of personnel with customers, except for those that are essential due to emergency circumstances and in any case with the foreseen precautions of individual devices;
- In order to maintain a distance of at least one metre between passengers;
- For the maritime LPT with instructions on the measures to be taken to ensure adequate distance between people during navigation and during boarding and disembarkation, providing dedicated paths;
- For maritime LPT, the use of individual safety devices is necessary, as also foreseen for local public transport on land.

LOCAL PUBLIC ROAD, LAKE AND RAIL TRANSPORT SECTOR GRANTED

The following specific measures apply to the sector concerned:

- The company carries out the hygienisation, sanitisation and disinfection of trains and public transport and infrastructure in full compliance with the relevant health

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requirements as well as the regional ordinances and the Protocol signed by the trade associations, OO.SS. and Ministry of Transport on 20 March 2020, carrying out the hygienisation and disinfection at least once a day and the sanitisation in relation to the specific company realities as provided for in the same shared protocol;

- Passengers shall necessarily wear a mask, also made of fabric, for the protection of the nose and mouth;
- Passengers must board and disembark the vehicle according to separate flows:
 - in buses and trams, passengers must board one door and disembark at the other;
 - use suitable waiting times in order to avoid contact between those who get off and those who get on, even with a differentiated opening of the doors;
- On buses and trams ensure a maximum number of passengers, so as to allow the distance of one meter between them to be respected, marking the seats that cannot be occupied with markers. For the management of the crowding of the vehicle, the company can lay down organizational provisions for the driver not to make certain stops;
- In subway stations:
 - provide for different entry and exit flows, ensuring that passengers are provided with adequate information for the identification of quays and exits and the correct spacing on quays and escalators even before crossing gates;
 - provide suitable systems to signal that the established saturation levels have been reached;
 - provide for the use of video-surveillance systems and/or intelligent cameras to monitor the flows and avoid crowding, possibly with the possibility of spreading sound/voice/written messages;
- Application of markers on seats that cannot be used on board surface vehicles and metro trains;
- To suspend, subject to authorisation by the competent territorial mobility agency and the titular bodies, the sale and control of tickets on board;
- To suspend the activity of ticketing on board by drivers;

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- To install equipment, where possible, for the self-service purchase of tickets, which must be sanitized several times a day, marking safety distances with specific stickers;
- To increase the frequency of the vehicles during the hours considered to be at high passenger flow.

RAIL SECTOR

The following specific measures apply to the sector concerned:

- Information to customers through corporate communication channels (call center, website, apps) about:
 - preventive measures adopted in accordance with the provisions of the Health Authorities;
 - news about active train routes, so as to avoid users' access to information/ticket offices in stations;
- Incentives to purchase tickets online.

In major stations:

- Management of access to railway stations by providing, where possible, for a clear separation of entry and exit doors, so as to avoid the encounter of user flows;
- Management interventions in order to favour the distribution of the public in all areas of the station in order to avoid crowding in the areas in front of the platforms in front of the tracks;
- Provision of one-way paths inside the stations and in the corridors up to the tracks, so as to keep the flow of users entering and leaving separate;
- Sanitation and disinfection activities on a daily basis and periodic sanitization of station common areas;
- Installation of easily accessible dispensers to allow the hygiene of passengers' hands;
- Regulation of the use of escalators and moving walkways always favouring an adequate distance between users;
- Announcements calling for social distancing rules on platforms inviting users to maintain a distance of at least one metre;

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- Limitation of the use of waiting rooms and compliance with the spacing rules within them;
- Body temperature controls are recommended at gates;
- In commercial activities:
 - rationing of presences;
 - maintaining interpersonal distances;
 - separation of entry/exit flows;
 - use of health security devices - regulation of waiting queues;
 - online shopping and delivery of products to a predefined location within the station or at the edge of the store without the need to access it.

On-board train:

- Placement of sanitizing gel dispensers on each vehicle;
- Removal of the closing timing of the external doors at stations, in order to facilitate air exchange inside the railway carriages;
- Systematic sanitisation of trains;
- Strengthening of staff dedicated to hygiene and decorum services;
- Forecasting separate ascent and descent flows in each carriage. Should this not be possible, design ascent and descent flows regulation systems so as to avoid gatherings at the doors;
- Social distancing on board with the application of markers on the seats that cannot be used;
- Passengers must necessarily wear a mask, including of cloth, for the protection of nose and mouth;
- on long-distance trains (with online reservation):
 - social distancing on board must be ensured through a "chessboard" reservation mechanism;
 - application of markers on seats that cannot be used;
 - adoption of the nominative ticket in order to identify all passengers and manage any cases of suspected or confirmed cases of virus positivity on board;
 - suspension of on-board catering services (welcome drink, bar, restaurant and seat services) until the date of reopening of bars and restaurants.

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TRAMP SHIPPING SERVICES

With regard to tramp shipping services, in addition to the general provisions for all public transport services, it should first be avoided that the passenger occupies the available seat next to the driver.

In the rear seats in ordinary cars, in order to comply with safety distances, no more than two passengers may be conveyed, separated as far apart as possible, if equipped with appropriate individual safety devices, in the absence of such devices, only one passenger may be transported.

In cars approved for the transport of six or more passengers, models that do not require the presence of more than two passengers per row of seats must be replicated, without prejudice to the use of masks. It is advisable to equip the cars with dividing bulkheads.

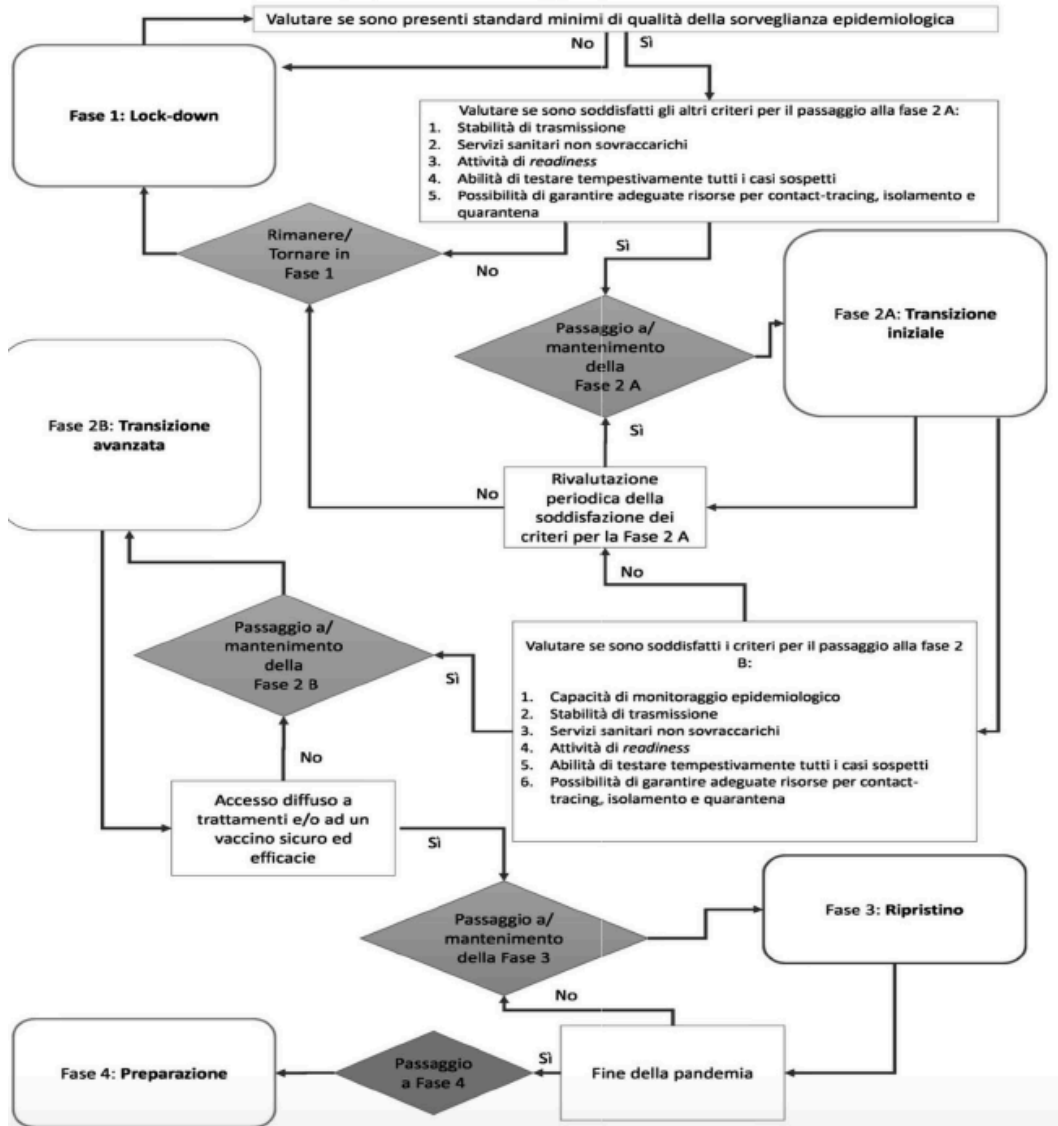
The driver must wear personal protective equipment.

These provisions shall, to the extent applicable, also apply to vessels providing tramp shipping services.

These Guidelines are automatically integrated or amended in the field of health protection on the basis of indications or determinations issued by the Ministry of Health and the World Health Organization (WHO) in relation to the COVID-19 contagion modalities.

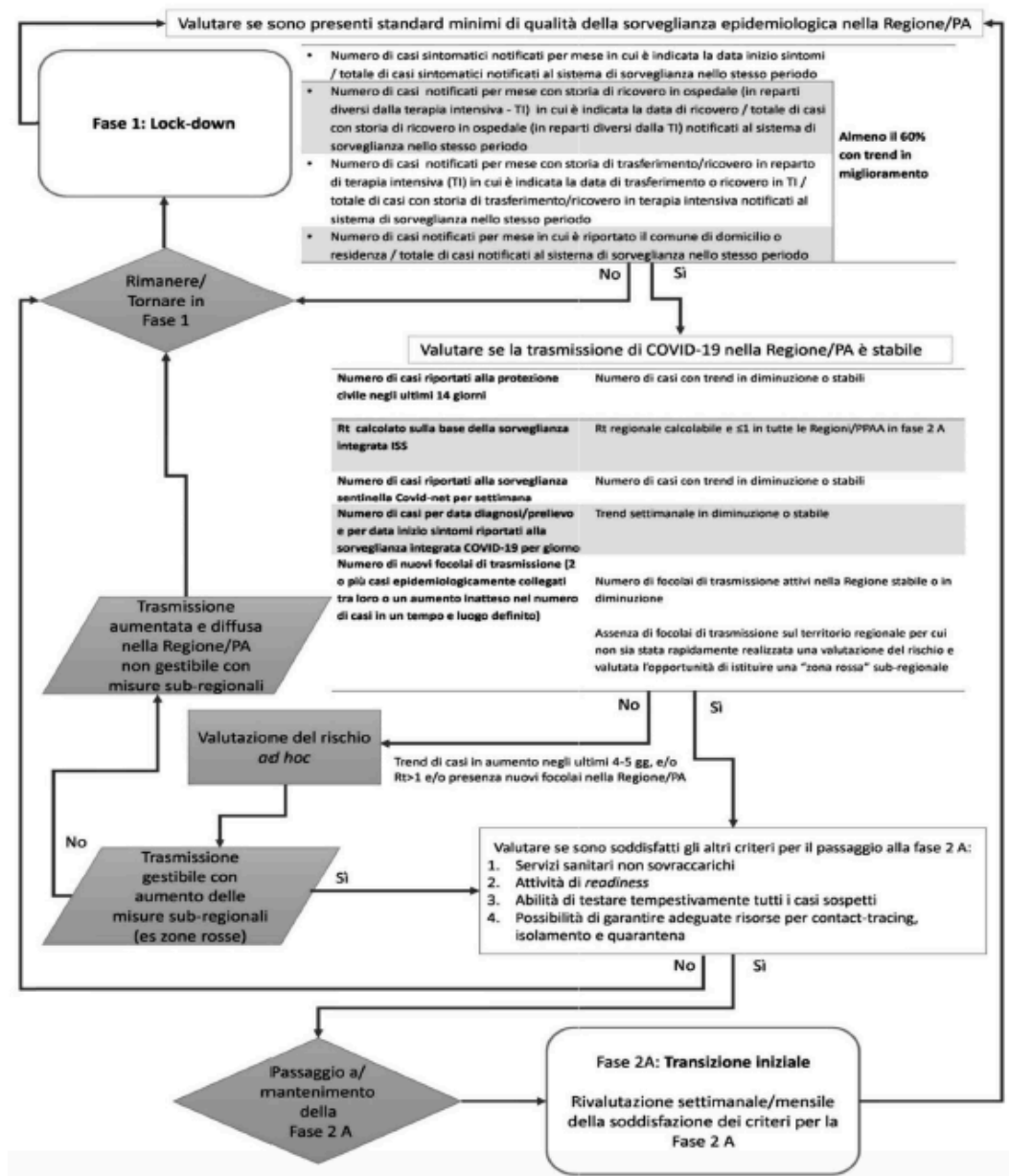
Annex 10

Principles for health risk monitoring



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Guidelines for information to users and organisational measures to contain the spread of COVID-19 in the public transport sector

On 14 March 2020, the Common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace (henceforth “*Protocol*”), covering all production sectors, was adopted and subsequently on 20 March 2020 the Common regulatory protocol for containing the spread of COVID-19 in the transport and logistics industry was adopted. These guidelines establish the modalities of information to users as well as the organizational measures to be implemented in stations, airports and ports, in order to allow the transition to the next phase of containment of contagion, which provides for the staggered reopening of industrial, commercial activities and free movement of goods and people.

It should be noted that the protection of beneficial passengers is not independent of the adoption of other general measures, which can be defined as "systemic measures".

The main advisable measures are set out below:

Systemic measures

The differentiation of working time with large beginning and end gaps is important to modulate the mobility of workers and consequently prevent the risks of gathering related to the mobility of citizens. The differentiation and extension of opening hours of offices, shops, public services and schools of all levels are also a useful preventive approach, while encouraging alternative forms of sustainable mobility. This approach underpins these guidelines. These measures should be modulated in relation to the needs of the territory and the catchment area.

The individual responsibility of all users of public transport services remains essential to ensure social distancing, hygiene measures, as well as to prevent behaviour that may increase the risk of contagion. A clear and simple communication in every context (railway stations, subways, airports, bus stations, means of transport, etc.), through mobile information panels, is an essential point to communicate the necessary behavioural rules in the use of means of transport.

General measures

Please also note that the provisions listed below apply to all modes of transport:

- The sanitization and sanitation of premises, means of transport and means of work must concern all parts occupied by travellers and/or workers and must be carried out in accordance with the procedures defined by the specific circulars of the Ministry of Health and the Istituto Superiore di Sanità;
- Dispensers containing disinfectant solutions for passenger use must be installed in stations, airports, ports and long-distance transport.
- It is necessary to encourage the sale of tickets with telematic systems. Otherwise, tickets must be sold in such a way that passengers are at least one metre apart. In cases where this distance cannot be observed, passengers should necessarily be provided with appropriate individual protection (e.g. masks).
- It is advisable to install points of sale in stations or ticket sales offices, including through security device distributors.
- Provision should be made for measures to manage passengers and operators if a body temperature above 37.5° C is detected.
- Adoption of information and communication systems, in places of transit of users, relating to the proper use of personal protective equipment, as well as on the behavior that the same users are required to maintain in stations, airports, ports, and waiting places, during boarding and disembarking from the means of transport and during the transport itself.
- Adoption of management interventions, where necessary, of limited accesses to stations, airports, and ports in order to avoid overcrowding and every possible opportunity for contact, ensuring respect for the minimum interpersonal distance of one meter.
- Adoption of organizational measures, with the preparation of specific operational plans, aimed at limiting, during boarding and disembarking from the means of transport, during movements in stations, airports and ports, in areas used for parking passengers and while waiting for the means of transport, every possible

opportunity for contact, ensuring compliance with the minimum interpersonal distance of one meter.

Recommendations for all users of public transport services:

- Do not use public transport if you have symptoms of acute respiratory infections (fever, cough, cold);
- Purchase tickets electronically, online or via app, where possible;
- Follow the signs and routes marked inside stations or at stops, always keeping a distance of at least one metre from other people;
- Use the access doors to the vehicles indicated for the ascent and descent, always respecting the interpersonal safety distance of one metre;
- Sit only in the permitted places, keeping the distance from the other occupants;
- Avoid approaching or asking the driver for information;
- During the journey, frequently sanitize your hands and avoid touching your face;
- Wear a mask, including a cloth mask, to protect your nose and mouth.

TECHNICAL ANNEX – INDIVIDUAL MODES OF TRANSPORT

AVIATION SECTOR

For the air transport sector, specific containment measures for passengers should be observed, covering both the proper use of terminals and aircraft. Compliance with the following measures is therefore required for airport operators, carriers and passengers respectively:

- Management of access to terminals by providing, where possible, for a clear separation of entry and exit doors, so as to avoid the encounter of user flows;
- Organisational and managerial interventions and access quota restrictions in order to favour the distribution of the public in all the common areas of the airport in order to avoid crowding in the areas in front of the security controls;
- Provision of one-way paths within the airport and in the paths to the gates, in order to keep the flow of incoming and outgoing users separate;
- Obligation of a one-metre inter-personal distance on board aircraft, inside terminals and all other airport facilities (e.g. buses for passenger transport). With

particular reference to the operators and carriers in the areas reserved to them, the latter shall prepare specific plans to ensure the maximum distance between people within the internal spaces and available infrastructure. In particular, in areas subject to queue formation, suitable ground signs and posters shall be implemented to invite passengers to maintain physical distance;

- Passengers on the aircraft must necessarily wear a mask;
- Terminal and aircraft sanitization and sanitization activities, even several times a day depending on the traffic at the terminal and on the aircraft, with specific attention to all surfaces that may be touched by passengers in ordinary circumstances. All boarding gates should be equipped with disinfectant gel dispensers. Air conditioning systems should be operated with procedures and techniques aimed at preventing bacterial and viral contamination;
- Introduction of thermo-scanners for both arriving and departing passengers, according to modalities to be determined by mutual agreement between operators and carriers in large airport hubs. In principle, temperature controls at the boarding terminal, for departures, and on boarding the plane for arrivals at all airports could be envisaged.

MARITIME AND PORT SECTOR

With reference to the maritime transport sector, specific forecasts must be laid down with regard to the prevention of contacts between passengers and shipboard personnel, the maintenance of an adequate social distancing and the sanitisation of the ship's environment, which, moreover, are already substantially provided for in the common protocol of 20 March 2020. In particular, the following measures are required:

- Avoid, as far as possible, contacts between shore personnel and shipboard personnel and, in any case, maintain the interpersonal distance of at least one metre.
- Passengers must necessarily wear a mask, including cloth, to protect their nose and mouth.
- Strengthening of cleaning services, where necessary also through the use of specific machinery that allows the disinfection of on-board premises and other company sites, such as offices, ticket offices and warehouses.

- The disinfection activity is carried out in an appropriate and frequent way both on board (with modality and frequency depending on the type of premises) and at the other company sites by personnel assigned for this purpose. In particular, on board the ships the disinfection shall take place while in port, taking care that the disinfection operations do not interfere or overlap with the commercial activity of the unit. In public areas, the disinfection shall specifically concern frequently touched surfaces such as buttons, handles or tables and may be carried out with water and detergent followed by the application of commonly used disinfectants, such as ethyl alcohol or sodium hypochlorite, appropriately dosed. The normal sanitizing activities of the equipment and means of work must be carried out, in a manner appropriate to the type of equipment and means of work, at each change of operator and by the same with the use of products made available by the company, observing any necessary requirements (ventilation, etc.);
- Companies provide guidance and appropriate information through their personnel or through displays;
- In order to avoid close contact of personnel with customers, except for those that are essential due to emergency circumstances and in any case with the foreseen precautions of individual devices;
- In order to maintain a distance of at least one metre between passengers;
- For the maritime LPT with instructions on the measures to be taken to ensure adequate distance between people during navigation and during boarding and disembarkation, providing dedicated paths;
- For maritime LPT, the use of individual safety devices is necessary, as also foreseen for local public transport on land.

LOCAL PUBLIC ROAD, LAKE AND RAIL TRANSPORT SECTOR GRANTED

The following specific measures apply to the sector concerned:

- The company carries out the hygienisation, sanitisation and disinfection of trains and public transport and infrastructure in full compliance with the relevant health requirements as well as the regional ordinances and the Protocol signed by the trade associations, OO.SS. and Ministry of Transport on 20 March 2020, carrying out the hygienisation and disinfection at least once a day and the sanitisation in

relation to the specific company realities as provided for in the same shared protocol;

- Passengers shall necessarily wear a mask, also made of fabric, for the protection of the nose and mouth;
- Passengers must board and disembark the vehicle according to separate flows:
 - in buses and trams, passengers must board one door and disembark at the other;
 - use suitable waiting times in order to avoid contact between those who get off and those who get on, even with a differentiated opening of the doors;
- On buses and trams ensure a maximum number of passengers, so as to allow the distance of one meter between them to be respected, marking the seats that cannot be occupied with markers. For the management of the crowding of the vehicle, the company can lay down organizational provisions for the driver not to make certain stops;
- In subway stations:
 - provide for different entry and exit flows, ensuring that passengers are provided with adequate information for the identification of quays and exits and the correct spacing on quays and escalators even before crossing gates;
 - provide suitable systems to signal that the established saturation levels have been reached;
 - provide for the use of video-surveillance systems and/or intelligent cameras to monitor the flows and avoid crowding, possibly with the possibility of spreading sound/voice/written messages;
- Application of markers on seats that cannot be used on board surface vehicles and metro trains;
- To suspend, subject to authorisation by the competent territorial mobility agency and the titular bodies, the sale and control of tickets on board;
- To suspend the activity of ticketing on board by drivers;
- To install equipment, where possible, for the self-service purchase of tickets, which must be sanitized several times a day, marking safety distances with specific stickers;

- To increase the frequency of the vehicles during the hours considered to be at high passenger flow.

RAIL SECTOR

The following specific measures apply to the sector concerned:

- Information to customers through corporate communication channels (call center, website, apps) about:
 - preventive measures adopted in accordance with the provisions of the Health Authorities;
 - news about active train routes, so as to avoid users' access to information/ticket offices in stations;
- Incentives to purchase tickets online.

In major stations:

- Management of access to railway stations by providing, where possible, for a clear separation of entry and exit doors, so as to avoid the encounter of user flows;
- Management interventions in order to favour the distribution of the public in all areas of the station in order to avoid crowding in the areas in front of the platforms in front of the tracks;
- Provision of one-way paths inside the stations and in the corridors up to the tracks, so as to keep the flow of users entering and leaving separate;
- Sanitation and disinfection activities on a daily basis and periodic sanitization of station common areas;
- Installation of easily accessible dispensers to allow the hygiene of passengers' hands;
- Regulation of the use of escalators and moving walkways always favouring an adequate distance between users;
- Announcements calling for social distancing rules on platforms inviting users to maintain a distance of at least one metre;
- Limitation of the use of waiting rooms and compliance with the spacing rules within them;
- Body temperature controls are recommended at gates;
- In commercial activities:

- rationing of presences;
- maintaining interpersonal distances;
- separation of entry/exit flows;
- use of health security devices - regulation of waiting queues;
- online shopping and delivery of products to a predefined location within the station or at the edge of the store without the need to access it.

On-board train:

- Placement of sanitizing gel dispensers on each vehicle;
- Removal of the closing timing of the external doors at stations, in order to facilitate air exchange inside the railway carriages;
- Systematic sanitisation of trains;
- Strengthening of staff dedicated to hygiene and decorum services;
- Forecasting separate ascent and descent flows in each carriage. Should this not be possible, design ascent and descent flows regulation systems so as to avoid gatherings at the doors;
- Social distancing on board with the application of markers on the seats that cannot be used;
- Passengers must necessarily wear a mask, including of cloth, for the protection of nose and mouth;
- on long-distance trains (with online reservation):
 - social distancing on board must be ensured through a "chessboard" reservation mechanism;
 - application of markers on seats that cannot be used;
 - adoption of the nominative ticket in order to identify all passengers and manage any cases of suspected or confirmed cases of virus positivity on board;
 - suspension of on-board catering services (welcome drink, bar, restaurant and seat services) until the date of reopening of bars and restaurants.

TRAMP SHIPPING SERVICES

With regard to tramp shipping services, in addition to the general provisions for all public

transport services, it should first be avoided that the passenger occupies the available seat next to the driver.

In the rear seats in ordinary cars, in order to comply with safety distances, no more than two passengers may be conveyed, separated as far apart as possible, if equipped with appropriate individual safety devices, in the absence of such devices, only one passenger may be transported.

In cars approved for the transport of six or more passengers, models that do not require the presence of more than two passengers per row of seats must be replicated, without prejudice to the use of masks. It is advisable to equip the cars with dividing bulkheads.

The driver must wear personal protective equipment.

These provisions shall, to the extent applicable, also apply to vessels providing tramp shipping services.

These Guidelines are automatically integrated or amended in the field of health protection on the basis of indications or determinations issued by the Ministry of Health and the World Health Organization (WHO) in relation to the COVID-19 contagion modalities.

**Common regulatory protocol for containing the spread of COVID-19 in the
transport and logistics industry**

The Minister of Infrastructure and Transport shares the following with the employers' associations Confindustria, Confetra, Confcooperative, Conftrasporto, Confartigianato, Assoporti, Assaeroporti, CNA-FITA, AICAI, ANITA, ASSTRA, ANAV, AGENS, Confitarma, Assarmatori, Legacoop Produzione Servizi and with the OO.SS. Filt-Cgil, Fit-Cisl and UilTrasporti:

**COMMON REGULATORY PROTOCOL FOR CONTAINING THE SPREAD OF
COVID-19 IN THE TRANSPORT AND LOGISTICS INDUSTRY**

On 14 March 2020, the Common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace (henceforth "**Protocol**"), covering all production sectors, was adopted.

Given the effectiveness of the provisions contained in the aforementioned Protocol, which are of a general nature for all categories, and in particular for the transport and logistics sectors, it was deemed necessary to define further measures.

The attached document provides requirements for each specific sector in the transport industry, including the chain of contracts functional to the service and related ancillary and support activities. Without prejudice to the measures for the different transport modalities, attention is drawn to the following common requirements:

- providing for the obligation on the part of those responsible for information regarding the correct use and management of personal protective equipment, where applicable (masks, gloves, overalls, etc.);
- the sanitization and sanitation of premises, means of transport and means of work must be adequate and frequent (therefore it must concern all parts attended by travellers and/or workers and carried out according to the modalities defined by specific circulars of the Ministry of Health and the Istituto Superiore di Sanità [literally, *Italian National Institute of Health*]);
- Where possible, install hydroalcoholic dispenser for passenger use;

- As far as passenger transport is concerned, where possible, the sale of tickets should be restricted to a distance of at least one metre between passengers.

If it is not possible to do so, passengers must be provided with appropriate protection (masks and gloves).

- In workplaces where it is not possible to maintain the distance between workers required by the provisions of the Protocol, personal protective equipment must be used. Alternatively, position separators should be used. Places that are strategic for the functionality of the system (operating rooms, ACC rooms, control rooms, etc.) should preferably be equipped with temperature detectors by means of automated devices.
- For all travelling personnel as well as for those who have relations with the public and for whom distances of 1 m from the user are not possible, the use of the appropriate personal protective equipment provided by the Protocol must be foreseen. The same is applicable to travelling personnel (e.g. drivers, drivers, etc.) for whom a distance of 1 m from their colleague is not possible.
- With regard to the travel ban (referred to in point 8 of the Protocol), an exception must be made for activities that necessarily require this mode.
- All training courses are suspended if they cannot be carried out remotely.
- Provision of the necessary communications on board the vehicles also through the affixing of signs indicating the correct conduct of users with the prescription that non-compliance may contemplate the interruption of the service.
- In case of activities not requiring the use of changing rooms, it is preferable not to use them in order to avoid contact between workers, if it is mandatory to use them, the Committee for the application of the Protocol will identify the organizational procedures to ensure compliance with health measures to avoid the risk of infection.

AVIATION SECTOR

- Employees who necessarily need to come into close contact, including physical contact, with the passenger, in cases where it is impossible to maintain an interpersonal distance of at least one meter, shall wear masks, disposable gloves and, upon instructions of the Competent Doctor, additional protective equipment

such as safety glasses, sharing these measures with the Committee for the application of the Protocol mentioned above.

- The same provision concerning freight transport drivers shall apply to air cargo truck drivers.

ROAD HAULAGE GOODS SECTOR

- If possible, transport drivers shall remain in their vehicles if they are not wearing gloves and masks. In any case, the vehicle can access the loading/unloading place even if the driver is without personal protective equipment, as long as he/she does not get out of the vehicle or maintains a distance of one meter from other operators. At the place of loading/unloading, it must be ensured that the necessary preparatory and final operations for the loading/unloading of goods and the collection/delivery of documents are carried out in a manner that does not involve direct contact between operators and drivers or within the strict distance of one meter. It is not allowed to access the offices of other companies for any reason, with the exception of using dedicated toilets and which the managers of the places of loading/unloading of goods must ensure the presence and adequate daily cleaning and the presence of suitable hand washing sanitizing gel.
- Deliveries of packages, documents and other types of express goods may be carried out, subject to customer information note to be made, also via web, without contact with the recipients. In case of home deliveries, also made by Riders, the goods may be delivered without contact with the recipient and without the delivery signature. Should this not be possible, the use of masks and gloves shall be required.
- If it is necessary to work at an interpersonal distance of less than one meter and other organizational solutions are not possible – in analogy to what is foreseen for closed environments –, if the above mentioned circumstance occurs during work activities that take place in outdoor environments, it is in any case necessary to wear masks.
- Where possible and compatible with the company's organization, it is necessary to ensure a shift plan for employees dedicated to the preparation and reception of shipments and loading/unloading of goods and with the aim of reducing contacts as much as possible and creating autonomous, distinct and recognizable groups by identifying priorities in the processing of goods.

LOCAL PUBLIC TRANSPORT BY GRANTED ROAD AND RAIL

In accordance with the provisions of the Joint Notice signed by the Asstra, Anav and Agens Associations with the OOSLLL on 13 March 2020, the following specific measures shall apply to the sector in question:

- The company carries out the hygienisation, sanitisation and disinfection of trains and public transport, hygienising and disinfecting at least once a day and sanitising in relation to the specific company realities.
- Practicable measures must be taken in order to separate the driver's seat with a distance of at least one metre from the passengers; passengers shall be allowed to get on and off the central and rear doors using suitable waiting times in order to avoid contact between those who get off and those who get on.
- Suspension, subject to authorisation by the competent Agency for Territorial Mobility and by the Entities, of the sale and control of tickets on board.
- Suspension of ticketing activities on board by drivers.

RAILWAY SECTOR

- Information to customers through corporate communication channels (call centre, website, app) both on the prevention measures adopted in accordance with the provisions of the Health Authorities and on active mileage information so as to prevent people from accessing the information/ticket offices of the stations.
- In the Big Hubs where there are gates to access the railway operating area (Milano C.le, Firenze S.M.N., Roma Termini) and in any case in all stations, depending on the respective organisational capacities and traffic flows:
 - o availability for personnel of personal protective equipment (masks, disposable gloves, hand washing gel) or;
 - o prohibition of any close contact with customers with the exception of those that are essential due to emergency circumstances and in any case with the precautions provided for by applicable government regulations or;
 - o continuation of security monitoring activities of stations and passenger flows, in compliance with the safety distance prescribed by the provisions in force or;

- restrictions on the maximum number of passengers allowed in common waiting areas and in any case in compliance with the provisions on the distance between persons of at least one metre. Providing for common waiting areas without the possibility of natural ventilation, of further measures to avoid the danger of contagion or;
- availability in the common waiting rooms and on-board train of handwash sanitizing gel, also if necessary prepared according to WHO regulations. Until 3 April, the passenger reception service on-board train is suspended.
- In the event of passengers on-board train showing symptoms attributable to Covid-19, the Railway Police and the Health Authorities must be promptly informed: following the outcome of the relevant assessment of the passenger's health conditions, they are responsible for deciding whether to stop the train for intervention.
- Passengers with symptoms of Covid-19 disease (cough, rhinitis, fever, conjunctivitis, etc.) on-board train are required to wear a protective mask and to sit isolated from the other passengers, who will be placed in another suitably evacuated carriage and therefore there must be suitable areas for the isolation of passengers or on-board staff.
- The railway undertaking shall then proceed with the specific sanitation of the train affected by the emergency before returning it to operational readiness.

SHIPPING AND PORT SECTOR

- As far as possible, avoid contact between ground staff and on-board personnel and in any case maintain the interpersonal distance of at least one metre. If this is not possible, personnel must wear gloves and a mask and any other safety equipment deemed necessary.
- In order to ensure the correct and constant hygiene and cleaning of hands, the companies shall provide their staff both on board and at the company units (offices, ticket offices and warehouses) with special disinfectant dispensers and refills.
- Cleaning services are reinforced, where necessary also through the use of specific machinery that allows the disinfection of the onboard premises and other company facilities, such as offices, ticket offices and warehouses.

- The disinfection activity is carried out in an appropriate and frequent way both on board (with modalities and frequency depending on the type of premises) and at the other company's facilities by personnel assigned for this purpose. In particular, on board ships disinfection will take place during the stopover in port, even in the presence of commercial operations, provided that these do not interfere with such operations. In passenger units and public premises this will specifically concern frequently touched surfaces such as buttons, handles or tables and may be carried out with water and detergent followed by the application of commonly used disinfectants, such as ethyl alcohol or sodium hypochlorite appropriately dosed. To the cargo ships used on routes where navigation takes place for several consecutive days, this procedure will be applied according to the modalities and the frequency required by the crew properly trained and in consideration of the different types of ships, the different compositions of the crews and the specificity of the trades. The normal sanitizing activities of the equipment and means of work must be carried out, in a manner appropriate to the type of equipment and means of work, at each change of operator and by the same operator with the use of products made available by the company, observing any necessary requirements (aeration, etc.).
- Companies will provide instructions and appropriate information to their staff:
 - o to avoid close contacts with customers with the exception of those that are essential due to emergency circumstances and in any case with the precautions provided for in current government regulations;
 - o to maintain a distance of at least one metre between passengers;
 - o for the maritime LPT with instructions on the measures to be taken to ensure adequate distance between persons during navigation and during embarkation and disembarkation operations;
 - o to immediately inform the Maritime and Health Authorities if there are passengers on board with symptoms attributable to Covid-19 disease;
 - o to require on board passengers with symptoms of Covid-19 disease to wear a protective mask and to sit separately from other passengers;
 - o to proceed, subsequent to the disembarkation of any passenger presumed positive for Covid-19 disease, to the specific sanitation of the unit affected by the emergency before putting it back into service.

- As far as possible, reception systems for road haulage, external users and passengers will be organised to avoid congestion and crowding. As far as feasible, the use of telematic systems for document exchange with road haulage and users in general will be encouraged.
- The companies will favour as much as possible the document exchange between the ship and the terminal in such a way as to reduce the contact between sea and land personnel, favouring as much as possible the exchange of documents with computer systems.
- Considering the emergency situation, limited to national ports, with reference to professional figures such as port operators' employees, shipping agents, port chemists, fire guards, moorers, pilots, solid and liquid waste collection personnel, the registration and delivery of PASS for access on board the ship for security purposes are suspended.
- In cases where other subcontractors operate in a terminal, in addition to the company, the process management must be assumed by the terminal operator.
- To resolve with possible interpretation or integration of the Decree of the President of the Council of Ministers dated 11 March 2020 that in state property areas under the competence of the Authority of harbour system and/or interports refreshment points are considered as rest areas and/or canteens. Pending clarification by the Presidency, chemical health services should be provided.

Non-scheduled transport services

- In the case of non-scheduled transport services, the passenger should not occupy the seat available next to the driver.

In order to comply with safety distances, no more than two passengers may be transported as far apart as possible in the rear seats.

The driver must wear protective equipment.

These provisions shall also apply to vessels providing non-scheduled transport services.

These guidelines are automatically supplemented or amended in the sphere of health protection on the basis of indications or determinations made by the Ministry of Health and the World Health Organization (WHO) in relation to the COVID-19 contagion patterns.

Common regulatory protocol for containing the spread of COVID-19 in worksites

The Minister of Infrastructure and Transport shares with the Ministry of Labour and Social Policy, ANCI, UPI, Anas S.p.A., RFI, ANCE, Alleanza delle Cooperative, Feneal Uil, Filca - CISL and Fillea CGIL the following:

**COMMON REGULATORY PROTOCOL FOR CONTAINING THE SPREAD OF
COVID-19 IN WORKSITES**

On 14 March 2020, the Regulatory Protocol to combat and contain the spread of the COVID-19 virus in the workplace (hereinafter the "*Protocol*"), covering all production sectors, was adopted, whose content was supplemented on 24 April 2020, and to whose provisions this Protocol refers in full. In addition, the forecasts in this Protocol are sector-specific compared to the general forecasts set forth in the Protocol of 14 March 2020, as supplemented by the following Protocol of 24 April 2020.

Given the validity of the provisions contained in the aforementioned Protocol, which are of a general nature for all categories, and in particular for the public works and construction sectors, it was decided to define further measures.

The objective of this common regulatory protocol is to provide operational guidance aimed at increasing the effectiveness of the precautionary containment measures adopted to combat the COVID-19 epidemic on worksites. COVID-19 represents, in fact, a generic biological risk, for which the same measures must be adopted for the whole population.

This protocol therefore lays down measures that follow the logic of precaution and follow and implement the prescriptions of the legislator and the indications of the Health Authority. These measures apply also to the owners of the worksite and to all subcontractors and sub-suppliers working within the same worksite.

With reference to the Decree of the President of the Council of Ministers of 11 March 2020, point 7, limited to the period of the emergency due to the COVID-19, employers may, with reference to the provisions set forth in the National Collective Labour Agreements and thus favouring agreements with trade union representatives:

- implement the maximum use by companies of smart working methods for site support activities that can be carried out from home or remotely;
- suspend those works that can be carried out through a reorganization of the phases carried out at a later date without compromising the works carried out;
- ensure a rostering plan for employees dedicated to production with the aim of reducing contacts as much as possible and creating autonomous, distinct and recognizable groups;
- use as a priority the social shock absorbers available in compliance with the contractual institutions generally aimed at allowing employees to abstain from work without loss of pay;
- encourage accrued holidays and paid leave for employees as well as the other instruments provided for by current legislation and collective bargaining for site support activities;
- all national and international travel/work trips are suspended and cancelled, even if already agreed or organised.
- the movements inside and outside the site are limited as much as possible, limiting access to the common areas also through the reorganisation of the works and times of the site.

Distance working continues to be favoured even in the phase of progressive reactivation of work as a useful and modular prevention tool, without prejudice to the need for the employer to guarantee adequate support conditions for the worker and his/her activity (assistance in the use of equipment, modulation of working times and breaks).

It is necessary to comply with the social distancing, also through a remodulation of the work spaces, compatibly with the nature of the production processes and the size of the

site. In the case of workers who do not need special tools and/or work equipment and who can work alone, such workers could, for the transitional period, be positioned in carved out spaces.

For premises where more than one worker is working at the same time, it will be possible to adopt anti-contagion safety protocols and, where it is not possible in relation to the work to be carried out, to respect the interpersonal distance of one metre as the main containment measure, individual protection instruments shall be used. The coordinator for safety in the execution of the works, where appointed pursuant to Legislative Decree No. 81 of 9 April 2008, shall supplement the Safety and Coordination Plan and the related cost estimate. The clients, through the safety coordinators, ensure that anti-contagion safety measures are adopted within the worksites.

The articulation of work can be redefined with different working hours so as to facilitate social distancing by reducing the number of simultaneous presences in the workplace and preventing gatherings at the entrance and exit with flexible working hours.

It is essential to avoid social aggregations also in relation to commuting, with particular reference to the use of public transport. For this reason, forms of transport to the workplace should be encouraged with adequate distancing between travellers as well the use of private transport or shuttles.

In addition to the provisions of the Decree of the President of the Council of Ministers of 11 March 2020, employers shall adopt this regulatory protocol within the worksite, applying, in order to protect the health of the people present within the worksite and to guarantee the healthiness of the working environment, the additional precautionary measures listed below - to be supplemented, if necessary, with other equivalent or more forceful measures according to the type, location and characteristics of the worksite, after consulting the coordinator for the execution of the works where appointed, the company trade union representatives/company trade union organisations and the territorially competent RLST.

1-INFORMATION

The employer, also with the help of the Unified Bilateral Training and Construction Safety Authority, therefore through the most suitable and effective methods, informs all workers and anyone who enters the site about the provisions of the Authorities, delivering and/or posting at the entrance of the site and in the most frequented places special visible signs that indicate the correct behaviour.

In particular, the information concerns the following obligations:

- before entering the worksite, the personnel must be subjected to body temperature control. If this temperature exceeds 37.5°, access to the worksite shall not be allowed. Persons in this status – in compliance with the instructions given in the footnote¹ – shall be temporarily isolated and provided with masks, they shall not have to go to the Emergency Room and/or to the infirmaries, but they shall contact their own doctor as soon as possible and follow his indications or, in any case, the Health Authority;
- the awareness and acceptance of the fact that they cannot enter or remain at the construction site and of having to declare it promptly if, even after entry, dangerous conditions exist (flu symptoms, temperature, origin from areas at risk or contact with people tested positive for the virus in the previous 14 days, etc.) in which the Authority's measures require them to inform the family doctor and the Health Authority and to remain at home;

¹ The real time detection of body temperature constitutes a processing of personal data and, therefore, must take place in compliance with the privacy regulations in force. For this purpose, it is suggested to: 1) detect at temperature and not record the relevant data. It is possible to identify the person concerned and record the exceeding of the temperature threshold only if it is necessary to document the reasons that prevented access to company premises; 2) provide information on the processing of personal data. Please note that the information notice may omit information already in the possession of the data subject and may also be provided orally. With regard to the contents of the information notice, with reference to the purpose of the processing, prevention from COVID-19 contagion may be indicated and with reference to the legal basis, the implementation of the anti-contagion security protocols pursuant to article 1, no. 7, letter d) of the Decree of the President of the Council of Ministers of 11 March 2020 may be indicated and with reference to the duration of any data storage, reference may be made to the end of the state of emergency; 3) define the appropriate security and organisational measures to protect the data. In particular, from an organisational standpoint, it is necessary to identify the persons in charge for the processing and provide them with the necessary instructions. To this end, please note that the data may be processed exclusively for purposes of prevention from infection by COVID-19 and must not be disclosed or communicated to third parties beyond the specific regulatory provisions (e.g. in case of request by the Health Authority for the reconstruction of the supply chain of any “close contacts of a worker who tested positive to COVID-19”); 4) in case of temporary isolation due to the exceeding of the temperature threshold, ensure procedures to guarantee the confidentiality and dignity of the worker. These safeguards must also be ensured in the event that the worker informs the office responsible for personnel that he or she has had, outside the company context, contact with people who have tested positive for COVID-19 and in the case of removal of the worker who develops fever and symptoms of respiratory infection and his or her colleagues during work

- the commitment to comply with all the provisions of the Authority and the employer in accessing the site (in particular: to maintain a safe distance, to use the personal protective equipment provided during work that does not allow to respect the interpersonal distancing of one meter and to behave correctly in terms of hygiene);
- the commitment to promptly and responsibly inform the employer of the presence of any flu symptoms during work performance, taking care to remain at an adequate distance from the persons on site;
- the employer's obligation to inform the staff in advance, and those who intend to enter the site, of the foreclosure of access to those who, in the last 14 days, have had contact with people who have tested positive for COVID-19 or come from risk areas according to WHO guidelines;
- for these cases, reference is made to article. 1, letters h) and i) of Decree-Law No. 6 of 23 February 2020.

2. ACCESS MODALITIES OF EXTERNAL SUPPLIERS TO THE WORKSITES

- For the access of external suppliers, entry, transit and exit procedures must be identified, using predefined methods, routes and timing, in order to reduce the opportunities for contact with the personnel present on site, with integration in the appendix in the Security and Coordination Plan;
- If possible, the drivers of the means of transport must remain on board their own vehicles: access to the closed common premises of the construction site is not allowed for any reason. For the necessary preparation of loading and unloading activities, the haulier must comply with the strict minimum distance of one metre;
- For suppliers/transporters and/or other external personnel, dedicated toilets shall be identified/installed, the use of those of employees shall be prohibited and adequate daily cleaning shall be ensured;
- Whenever there is a transport service organised by the employer to reach the worksite, the safety of workers must be guaranteed and respected along each movement, if necessary by using a greater number of means and/or by providing for entry and exit from the worksite with flexible and staggered hours or by recognizing temporary increases in specific compensation, as per collective bargaining, for the use of their own means of transport. In any case, it is necessary

to ensure that the door and window handles, steering wheel, gearbox, etc. are cleaned with specific detergents while maintaining proper ventilation inside the vehicle.

3. CLEANING AND SANITATION ON SITE

- The employer ensures the daily cleaning and periodic sanitization of the changing rooms and common areas by restricting access to these places at the same time; for the purposes of cleaning and sanitization must also include the means of work with the relevant driver's or pilot's cabins. The same applies to service cars and rental cars and to work vehicles such as cranes and vehicles operating on site;
- The employer verifies the correct cleaning of individual work tools preventing their mixed use, also providing specific detergent and making it available on site both before, during and at the end of the work;
- The employer must verify that all the housings and all the rooms, including those outside the worksite but used for this purpose, have been sanitized, as well as the means of work after each use, present in the worksite and in the private external structures always used for the purposes of the worksite;
- In the case of the presence of a person tested positive for COVID-19, the premises, housings and equipment shall be cleaned and sanitised in accordance with the provisions of Circular No. 5443 of 22 February 2020 of the Ministry of Health and, where necessary, ventilated.
- The periodicity of the sanitation shall be established by the employer in relation to the characteristics and uses of the premises and means of transport, after consulting the competent company doctor and the prevention and protection service manager, the workers' safety representatives (RLS or RSLT territorially competent);
- In companies that carry out cleaning and sanitization operations, specific intervention protocols must be defined in agreement with the workers' safety representatives (RLS or RSLT territorially competent);
- Operators carrying out cleaning and sanitising work must be equipped with all clothing and personal protective equipment;
- Sanitization actions must include activities performed using products with the characteristics referred to in Circular No. 5443 of 22 February 2020 of the Ministry of Health.

4. PERSONAL HYGIENE PRECAUTIONS

- It is mandatory that the people present in the company take all hygiene precautions, in particular ensuring the frequent and thorough washing of hands, even during the execution of the work;
- The employer, for this purpose, provides suitable hand cleaning equipment.

5. PERSONAL PROTECTIVE EQUIPMENT

- The adoption of the hygiene measures and personal protective equipment indicated in this Regulatory Protocol is of fundamental importance but, given the actual emergency situation, it is clearly linked to the availability of the aforementioned equipment on the market;
- The masks must be used in accordance with the indications of the World Health Organization;
- Given the emergency situation, in the event of supply difficulties and for the sole purpose of avoiding the spread of the virus, masks may be used whose type corresponds to the indications of the Health Authority and the coordinator for the execution of the work where appointed pursuant to Legislative Decree No. 81 of 9 April 2008;
- The company's preparation of the detergent liquid according to the WHO guidelines is encouraged ([https://www.who.int/gpsc/5may/Guide to Local Production.pdf](https://www.who.int/gpsc/5may/Guide%20to%20Local%20Production.pdf));
- If the work to be carried out on site requires working at an interpersonal distance of less than one meter and other organizational solutions are not possible, the use of masks and other protective devices (gloves, goggles, overalls, earmuffs, etc. ...) in accordance with the provisions of the Scientific and Health Authorities; in such cases, in the absence of suitable personal protective equipment, the work must be suspended with recourse, if necessary, to the Ordinary Redundancy Fund (CIGO) pursuant to Decree-Law No. 18 of 17 March 2020, for the time strictly necessary to find the appropriate personal protective equipment;
- The coordinator for the execution of the works, where appointed pursuant to Legislative Decree No. 81 of 9 April 2008, shall integrate the Safety and Coordination Plan and the related cost estimate with all the devices deemed

necessary; the coordinator for safety during the design phase, with the involvement of the RLS or, where not present, the RLST, shall align the design of the worksite to the measures contained in this protocol, ensuring its concrete implementation;

- The employer shall provide for the renewal of work clothing to all workers, providing for the distribution to all workers involved in the work of all personal protective equipment, including disposable overalls;
- The employer makes sure that in every large construction site for the number of employees (more than 250 units) there is a health service and, where mandatory, the appropriate medical service and first aid; for all other worksites, these activities are carried out by first aid workers, already appointed, after adequate training and provision of the necessary equipment with regard to measures to contain the spread of the COVID-19 virus.

6. MANAGEMENT OF COMMON AREAS (CANTEEN, CHANGING ROOMS)

- Access to the common areas, including canteens and changing rooms, is restricted to a limited number of people, with the provision of continuous ventilation of the premises, a reduced amount of time spent in these areas and the maintenance of a safety distance of 1 metre between the people occupying them; in the case of activities that do not require the use of changing rooms, it is preferable not to use them in order to avoid contact between workers; in the case of compulsory use, the coordinator for the execution of the work, if appointed in accordance with Legislative Decree No. 81 of 9 April 2008, provides in this regard to integrate the Safety and Coordination Plan also through a shift of workers compatible with the work to be performed;
- The employer provides for the sanitation at least daily and the organization of the canteen and changing rooms in order to leave in the workers' availability places for the storage of work clothes and to guarantee them suitable hygienic and sanitary conditions.
- It is necessary to guarantee periodic sanitization and daily cleaning with special detergents also of the keyboards of the beverage vending machines.

7. SITE ORGANIZATION (ROSTERING, REMODULATION OF THE WORK SCHEDULE)

- With reference to the Decree of the President of the Council of Ministers of 11 March 2020, point 7, limited to the period of the emergency due to the COVID-19, companies may, with reference to the provisions of the national collective bargaining agreements and thus favouring agreements with the company's trade union representatives, or territorial representatives of the category, order the reorganisation of the worksite and the work schedule, also through the rostering of workers with the aim of reducing contacts, creating autonomous, distinct and recognisable groups and allowing a different articulation of the worksite's opening, stopping and exit times.

8. MANAGEMENT OF A SYMPTOMATIC PERSON ON SITE

- In the event that a person on site develops a fever with a temperature above 37.5° and symptoms of respiratory infection such as coughing, such a person must immediately declare to the employer or site manager that he or she must proceed with his or her isolation in accordance with the provisions of the Health Authority and the coordinator for the execution of the works where appointed in accordance with Legislative Decree No. 81 of 9 April 2008 and immediately notify the competent Health Authorities and the emergency numbers for COVID-19 provided by the Region or the Ministry of Health;
- The employer cooperates with the Health Authorities to identify any "*close contacts*" of a person on site who has been tested positive for the COVID-19 swab. The purpose of the foregoing is to allow the Authorities to apply the necessary and appropriate quarantine measures. During the period of the investigation, the employer may demand any possible close contacts to cautiously leave the construction site according to the indications of the Health Authority.

9. HEALTH SURVEILLANCE/COMPETENT DOCTOR/RLS or RLST

- Health surveillance must continue in compliance with the hygienic measures outlined by the Ministry of Health (so-called decalogue):
- In this period, priority should be given to preventive visits, visits on request and visits to return from illness;
- Periodic health surveillance should not be interrupted, because it represents a further preventive measure of a general nature: both because it can intercept

possible cases and suspicious symptoms of contagion, and for the information and training that the competent doctor can provide to the workers in order to avoid the spread of the contagion;

- In supplementing and proposing all regulatory measures related to the COVID-19, the competent doctor cooperates with the employer and the RLS/RLST as well as with the site manager and the coordinator for the execution of the works where appointed pursuant to Legislative Decree No. 81 of 9 April 2008;
- The competent doctor reports to the employer situations of particular fragility and current or past pathologies of the employees and the employer provides for their protection in the respect of privacy; the competent doctor shall apply the indications provided by the Health Authorities.

10. UPDATING OF THE REGULATORY PROTOCOL

- A Committee for the application and verification of the provisions of the regulatory protocol is being set up with the participation of the company trade union representatives and the RLS;
- Where, due to the particular type of worksite and the system of trade union relations, there is no need to set up committees for individual worksites, a Territorial Committee shall be set up, composed of the Joint Health and Safety Bodies, where constituted, with the involvement of the RLST and representatives of the social parties;
- Committees for the purposes of the Protocol may be set up, at a territorial or sectoral level, upon the initiative of the signatories of this Protocol, also with the involvement of local health authorities and other institutional bodies involved in initiatives to combat the spread of COVID-19;
- It should be noted that, nonetheless, the inspection functions of the INAIL and the Single Agency for Labour Inspections, "National Labour Inspectorate", remain unchanged and that, in exceptional cases, the intervention of Local Police officers may be required.

TIPIFICATION, WITH REGARD TO WORKSITE ACTIVITIES, OF THE
HYPOTHESIS OF DEBTOR'S LIABILITY EXEMPTION, ALSO WITH REGARD TO

THE APPLICATION OF POSSIBLE FORFEITURES OR PENALTIES CONNECTED TO DELAYED OR OMITTED FULFILMENTS

The following hypotheses represent a typification, related to the worksite activities, of the general provision set forth in article 91 of Decree-Law No. 18 of 17 March 2020, according to which compliance with the containment measures adopted to combat the COVID-19 outbreak is always assessed for the purpose of excluding, pursuant to and for the purposes of articles 1218 and 1223 of the Italian Civil Code, the debtor's liability, also with regard to the application of any forfeiture or penalties connected with delayed or omitted fulfilments.

1. the work to be carried out on site requires working at an interpersonal distance of less than one metre, other organisational solutions are not possible and there are not enough masks and other personal protective equipment (gloves, glasses, overalls, earmuffs, etc.) in compliance with the provisions of the Scientific and Health Authorities (it is documented that the order for the personal protective equipment has been placed and that it has not been delivered on time): consequent suspension of the work;
2. access to the common areas, for example canteens, cannot be limited, with the provision of a continuous ventilation of the premises, a reduced time of rest within these spaces and with the maintenance of a safety distance of 1 meter between the people occupying them; it is not possible to ensure the canteen service in any other way due to the absence, in the surroundings of the site, of commercial establishments, where to eat the meal, it is not possible to use a packed hot meal, to be consumed maintaining the specific distances: consequent suspension of the work;
3. case of a worker who is found to be affected by COVID-19; need to quarantine all workers who have come into contact with the infected colleague; it is not possible to reorganize the site and the work schedule: consequent suspension of work;
4. where there is a workers' overnight stay and the dormitory does not have the minimum security features required and/or other organizational solutions are not possible, due to lack of available accommodation facilities: consequent suspension of work;

5. unavailability of materials, means, equipment and workers functional to the specific activities of the site: consequent suspension of work.

The recurrence of the above hypotheses must be certified by the coordinator for safety in the execution of the work who has drawn up the supplement to the Safety and Coordination Plan.

NOTE: it should be noted that the typification of the hypotheses should be intended as merely illustrative and not exhaustive.

These guidelines are automatically supplemented or modified in the field of health protection on the basis of indications or determinations taken by the Ministry of Health and the World Health Organization in relation to the COVID-19 contagion modality.

**Common regulatory protocol for measures
to combat and contain the spread of the Covid-19 virus
in the workplace**

24 April 2020

*Common regulatory protocol for measures
to combat and contain the spread of the Covid-19 virus
in the workplace – 24 April 2020*

Today, Friday, 24 April 2020, the “*Common regulatory protocol for measures to combat and contain the spread of the Covid-19 virus in the workplace*” signed on 14 March 2020 was supplemented upon proposal of the President of the Council of Ministers, the Minister of Economy, the Minister of Labour and Social Policy, the Minister of Economic Development and the Minister of Health, who had promoted the meeting between the social parties, in implementation of the measure, set forth in article 1, paragraph 1, number 9), of the Decree of the President of the Council of Ministers of 11 March 2020, which – in relation to professional and production activities – recommends agreements between employer and trade union organisations.

The Government favours, to the extent of its competence, the full implementation of the Protocol.

Foreword

The document, taking into account the different measures of the Government and, finally, the Decree of the President of the Council of Ministers of 10 April 2020, as well as all the measures issued by the Ministry of Health, contains guidelines shared between the Parties aimed at facilitating companies in the adoption of anti-contagion safety protocols, *i.e.* a Protocol for the combat and containment of the spread of the COVID-19 virus in the workplace.

In fact, the prosecution of production activities can only take place in the presence of conditions that ensure adequate levels of protection for the workers. Failure to implement the Protocol so as not to ensure adequate levels of protection shall result in the suspension of the activity until safety conditions are restored.

Therefore, the Parties already agree on the possible use of social shock absorbers, with the consequent reduction or suspension of work activities, in order to allow companies in all industries to apply these measures and the consequent safety of the workplace.

Together with the possibility for the company to have recourse to remote working and social shock absorbers, as extraordinary organisational solutions, the parties intend to encourage the combat and containment of the spread of the virus.

The main aim is to combine the continuation of production activities with the guarantee of healthy and safe working environments and working methods. As part of this purpose, the reduction or temporary suspension of activities may also be envisaged.

Under this standpoint, the urgent measures that the Government intends to adopt, in particular in terms of social shock absorbers for the whole national territory, could be useful for the rarefied attendance in the workplace.

Without prejudice to the need to rapidly adopt a regulatory protocol to combat and contain the spread of the virus that provides for procedures and rules of conduct, the preventive dialogue with trade union representatives attending the workplace should be encouraged, and, for small businesses, with the territorial representatives as provided for in the inter-confederal agreements, so that any measure adopted can be shared and made more effective

by the experience contribution of workers, in particular RLS (*Workers' Representative for Security*) and RLST (*Territorial Workers' Representative for Security*), taking into account the specificity of each individual production reality and territorial situations.

COMMON REGULATORY PROTOCOL FOR THE CONTAINMENT OF THE SPREAD OF COVID-19

The purpose of this common regulatory protocol is to provide operational guidance aimed at increasing the effectiveness of the precautionary containment measures taken to combat the COVID-19 epidemic in non-healthcare workplaces.

COVID-19 represents a generic biological risk, for which equal measures must be taken for the entire population. This Protocol therefore contains measures that follow the precautionary approach and apply and implement the prescriptions laid down by the legislator and the indications of the Health Authority.

Without prejudice to all obligations under the provisions enacted for the containment of
COVID-19

and provided that

- the Decree of the President of the Council of Ministers of 11 March 2020 provides for the observance until 25 March 2020 of restrictive measures throughout the national territory, specific for the containment of the COVID-19 and that for production activities such measures recommend:
- the maximum use by companies of remote working arrangements for activities that can be carried out at home or at a distance;
- the encouragement of paid holidays and leaves for employees as well as of other instruments provided for by collective bargaining;
- the suspension of the activities of company departments that are not essential to production;
- the adoption of anti-contagion safety protocols and, where it is not possible to respect the interpersonal distance of one metre as the main containment measure, the adoption of individual protection equipment;

- the encouragement of sanitation operations in the workplace, also through the use of social shock absorbers for this purpose;
- for productive activities only, the maximum limitation of movements within the sites and the limitation of access to common areas;
- for productive activities only, the encouragement of agreements between employer and trade union organisations;
- for all non-suspended activities, the maximum use of remote working solutions;

it is hereby provided that

the companies shall adopt this regulatory protocol within their workplaces, in addition to the provisions of the aforementioned Decree, shall apply the additional precautionary measures listed below – to be integrated with other equivalent or more incisive ones according to the peculiarities of their organization, after consultation with the company's trade union representatives – in order to protect the health of the people within the company and to ensure a healthy working environment.

1-INFORMATION

- The company, through the most suitable and effective methods, shall inform all workers and anyone entering into the company's premises about the provisions of the Authorities, delivering and/or posting at the entrance and in the most visible places of the company's premises, special information leaflets.
- In particular, the information shall concern:
 - the obligation to stay at home in case of fever (over 37.5°C) or other flu symptoms and to call the relevant family doctor and the Health Authority;
 - the awareness and acceptance of the fact of not being able to enter or remain in the company and of having to declare it promptly if, even after the entry, dangerous conditions exist (flu symptoms, temperature, coming from areas at risk of contact with people positive for the virus in the previous 14 days, etc.) in which the measures of the Authority require to inform the family doctor and the Health Authority and to stay at home;
 - the commitment to comply with all the provisions of the Authorities and the employer when entering the company (in particular, to maintain a safe

distance, to observe the rules of hand hygiene and to behave correctly in terms of hygiene);

- the commitment to promptly and responsibly inform the employer of the presence of any flu symptoms during the performance of the work, taking care to remain at an adequate distance from other people.

The company provides adequate information depending on the duties and work contexts, with particular reference to the set of measures adopted, to be complied with by personnel, in particular on the correct use of PPE, with the aim of contributing to the prevention of all possible forms of spread of the contagion.

2-MODALITY OF ENTRY INTO THE COMPANY'S PREMISES

- Before entering the workplace, staff may be required to undergo a body temperature check¹. If this temperature exceeds 37.5°C, access to the workplace shall not be permitted. Persons in this condition – in compliance with the indications given in the note – shall be temporarily isolated and provided with masks and shall not have to go to the Emergency Room and/or to the infirmaries, but shall contact their family doctor as soon as possible and follow his/her instructions.

¹ The real time detection of body temperature constitutes a processing of personal data and, therefore, must take place in compliance with the privacy regulations in force. For this purpose, it is suggested to: 1) detect at temperature and not record the relevant data. It is possible to identify the person concerned and record the exceeding of the temperature threshold only if it is necessary to document the reasons that prevented access to company premises; 2) provide information on the processing of personal data. Please note that the information notice may omit information already in the possession of the data subject and may also be provided orally. With regard to the contents of the information notice, with reference to the purpose of the processing, prevention from COVID-19 contagion may be indicated and with reference to the legal basis, the implementation of the anti-contagion security protocols pursuant to article 1, no. 7, letter d) of the Decree of the President of the Council of Ministers of 11 March 2020 may be indicated and with reference to the duration of any data storage, reference may be made to the end of the state of emergency; 3) define the appropriate security and organisational measures to protect the data. In particular, from an organisational standpoint, it is necessary to identify the entities responsible for processing and provide them with the necessary instructions. To this end, please note that the data may be processed exclusively for purposes of prevention from infection by COVID-19 and must not be disclosed or communicated to third parties beyond the specific regulatory provisions (e.g. in case of request by the Health Authority for the reconstruction of the supply chain of any “close contacts of a worker who tested positive to COVID-19”); 4) in case of temporary isolation due to the exceeding of the temperature threshold, ensure procedures to guarantee the confidentiality and dignity of the worker. These safeguards must also be ensured in the event that the worker informs the office responsible for personnel that he or she has had, outside the company context, contact with people who have tested positive for COVID-19 and in the case of removal of the worker who develops fever and symptoms of respiratory infection and his or her colleagues during work (see below).

- The employer informs the staff in advance, and those who intend to enter the company, of the foreclosure of access to those who, in the last 14 days, have had contact with individuals tested positive for COVID-19 or coming from risk areas according to the WHO guidelines².
- For the cases above, reference is made to article 1, letters h) and i) of Decree-Law No. 6 of 23 February 2020.
- The entry into the company of workers who have already tested positive for COVID-19 infection must be accompanied by a prior notification of medical certification that the swab has been tested “negative” in accordance with the procedures laid down and issued by the relevant territorial prevention department.
- If, in order to prevent outbreaks, in the most virus affected areas, the competent Health Authority provides for specific additional measures, such as swabbing of workers, the employer will provide maximum cooperation.

3-ACCESS MODALITIES OF EXTERNAL SUPPLIERS

- For the access of external suppliers, identify entry, transit and exit procedures, using predefined methods, pathways and timing, in order to reduce the opportunities for contact with the personnel in force in the departments/offices involved.
- If possible, the drivers of the means of transport must remain on board their own vehicles: access to the offices is not allowed for any reason. For the necessary preparation of loading and unloading activities, the haulier must keep a strict distance of one metre.
- For suppliers/transporters and/or other external personnel, identify/install dedicated toilets, prohibit the use of employee toilets and ensure adequate daily cleaning.

² If a declaration is required to be issued attesting the not coming from epidemiological risk areas and the absence of contact, in the last 14 days, with subjects tested positive for COVID-19, please note to the discipline on the processing of personal data, since the acquisition of the declaration constitutes data processing. To this end, the indications referred to in footnote 1 above shall apply and, specifically, it is suggested that only data necessary, adequate and relevant to the prevention of COVID-19 infection should be collected. For example, if a statement on contacts with persons found to be COVID-19 positive is required, additional information about the positive person should not be requested. Or, if a statement is required on origin from epidemiological risk areas, additional information on the specifics of the location should not be required.

- Access to visitors should be reduced as far as possible; if external visitors (cleaning, maintenance, etc.) are required, they should be subject to all company rules, including those for access to company premises referred to in paragraph 2 above.
- Where there is a transport service organised by the company, the safety of workers must be guaranteed and respected along each trip.
- The provisions set forth in this Protocol extend to companies under contract that can organize permanent and temporary sites and worksites within the production sites and areas.
- In the case of workers employed by third party companies operating at the same production site (e.g. maintenance workers, suppliers, cleaners or security staff) who have tested positive for the COVID-19 swab, the contractor must immediately inform the principal and both must cooperate with the Health Authority providing useful information to identify any close contacts.
- The principal is required to provide the contractor with full information on the contents of the Company Protocol and to ensure that the workers of the same or of third party companies operating in any capacity within the company perimeter fully comply therewith.

4-CLEANING AND SANITATION ON THE COMPANY'S PREMISES

- The company shall ensure the daily cleaning and periodic sanitization of premises, environments, workstations and common and leisure areas.
- In the case of the presence of a person tested positive for COVID-19 inside the company's premises, the cleaning, the sanitation and the ventilation of the above-mentioned premises is carried out in accordance with the provisions of Circular no. 5443 of 22 February 2020 of the Ministry of Health.
- Cleaning at the end of the shift and periodic sanitization of any keyboards, touch screen and mouse with suitable detergents must be guaranteed, both in the offices and in the production departments.
- The company, in compliance with the instructions of the Ministry of Health in the manner deemed most appropriate, may organize special interventions/periods of cleaning using social shock absorbers (also by way of derogation).

- In the most endemic geographical areas or in companies where there have been suspected cases of COVID-19, in addition to the normal cleaning activities, it is necessary to provide, at the re-opening, an extraordinary sanitation of all the premises, workstations and common areas, in accordance with the Circular No. 5443 of 22 February 2020.

5-PERSONAL HYGIENE PRECAUTIONS

- It is mandatory that people in the company take all hygienic precautions, in particular for the hands.
- The company shall provide suitable hand cleansing agents.
- Frequent hand cleaning with soap and water is recommended.
- The hand cleansers mentioned above must be accessible to all workers also thanks to specific dispensers located in easily identifiable places.

6-PERSONAL PROTECTION DEVICES

- The adoption of the hygiene measures and personal protective devices indicated in this Regulatory Protocol is fundamental and, given the current emergency situation, is clearly linked to the availability on the market. For these reasons:
 - a) the masks shall be used in accordance with World Health Organisation guidelines;
 - b) given the emergency situation, in the event of supply difficulties and for the sole purpose of preventing the spread of the virus, masks of the type indicated by the Health Authority may be used;
 - c) the preparation by the company of the detergent liquid according to the WHO guidelines (https://www.who.int/gpsc/5may/Guide_to_Local_Production.pdf) is encouraged.
- If the work requires working at an interpersonal distance of less than one meter and other organisational solutions are not possible, the use of masks and other protective devices (gloves, glasses, overalls, caps, gowns, etc.) that comply with the provisions of the scientific and health Authorities is still necessary.
- In the declination of the measures set out in the Protocol within the workplace on the basis of the complex of the assessed risks and, as from the mapping of the different activities of the company, the appropriate PPE shall be adopted. It is foreseen, for all workers who share common areas, the use of a surgical mask,

according to the provisions of Decree-Law No. 9 (article 34) in combination with Decree-Law No. 18 (article 16, paragraph 1).

7-MANAGING OF COMMON SPACES (CANTEEN, CHANGING ROOMS, SMOKING AREAS, DRINKS AND/OR SNACK DISPENSERS...)

- Access to the common areas, including company canteens, smoking areas and changing rooms is limited, with the provision of continuous ventilation of the premises, reduced stopping time within these spaces and the maintenance of a safety distance of one meter between the people therein.
- It is necessary to organise the spaces and sanitise the changing rooms in order to leave places for workers to store their work clothes and to guarantee them suitable hygienic and sanitary conditions.
- It is necessary to ensure periodic sanitization and daily cleaning, with special detergents, of the canteen rooms and the keyboards of the drinks and snack dispensers.

8-ORGANIZATION OF THE COMPANY (ROSTERING, TRAVEL AND SMART WORK, REMODELING OF PRODUCTION LEVELS)

With reference to the Decree of the President of the Council of Ministers of 11 March 2020, point 7, limited to the period of the emergency due to the COVID-19, companies may, with reference to the provisions of the national collective bargaining agreements and thus favouring agreements with the company trade union representatives:

- order the closure of all departments other than the production one or, in any case, those whose operation is possible through the use of remote work, or in any case at distance;
- reshape production levels;
- ensure a rostering plan for employees dedicated to production with the aim of reducing contacts as much as possible and creating autonomous, distinct and recognizable groups;
- use smart working for all those activities that can be carried out at home or remotely in the event that social shock absorbers are used, also by way of exception, and always evaluate the possibility of ensuring that they affect the entire company structure, if necessary also with appropriate rotations;

- a) use, first and foremost, the social shock absorbers available in accordance with the contractual institutions (paid annual leave, paid time off, hour bank) generally aimed at enabling people to abstain from work without loss of pay;
- if the use of the institutions referred to in point (c) is not sufficient, the holiday periods in arrears and not yet taken shall be used;
- all national and international travel/business trips, even if already agreed or organised, are suspended and cancelled.

Distance working continues to be fostered even in the progressive work re-activation phase as a useful and flexible prevention tool, without prejudice to the need for the employer to guarantee adequate support conditions for the worker and his/her activity (assistance in the use of equipment, modulation of working time and breaks).

It is necessary to maintain social distancing, also through a remodulation of work spaces, compatible with the nature of production processes and company spaces. In the case of workers who do not need special tools and/or work equipment and who can work alone, they could, for the transitional period, be placed in spaces derived for example from unused offices, meeting rooms.

For premises where several workers work simultaneously, innovative solutions can be found such as, for example, the repositioning of workstations spaced adequately apart or similar solutions. The articulation of the work can be redefined with differentiated working hours facilitating social distancing by reducing the number of simultaneous presences in the workplace and preventing gatherings at the entrance and exit with flexible working hours.

It is essential to avoid social gatherings also in relation to commuting to and from work, with particular reference to the use of public transport. For this reason, forms of transport to the workplace with adequate distancing between passengers should be fostered, by encouraging the use of private transport or shuttles.

9- MANAGEMENT OF EMPLOYEES' ENTRY AND EXIT

- Staggered entry/exit times are encouraged in order to avoid as much contact as possible in common areas (entrances, changing rooms, canteen).

- Where possible, it is necessary to dedicate an entrance and an exit door from these rooms and to guarantee the presence of detergents identified by special indications.

10-INTERNAL TRANSFERS, MEETINGS, INTERNAL EVENTS AND TRAINING

- Movements within the company site must be limited to the minimum necessary and in compliance with the company's instructions;
- meetings in attendance are not permitted. Where meetings are characterised by necessity and urgency, if it is impossible to connect remotely, the necessary attendance must be reduced to a minimum and, in any case, interpersonal distancing and adequate cleaning/airing of the premises must be guaranteed;
- all internal events and all classroom training activities, even compulsory ones, are suspended and cancelled, even if already organized; it is however possible, if the company organization allows it, to carry out distance learning, even for workers in smart working;
- the failure to complete the updating of professional and/or qualifying training within the deadlines foreseen for all company roles/functions in the field of health and safety in the workplace, due to the emergency in progress and therefore due to force majeure, does not make it impossible to continue to carry out the specific role/function (by way of example: the emergency worker, both in fire-fighting and first aid, may continue to intervene in case of need; the forklift operator may continue to work as a forklift operator).

11-MANAGEMENT OF A SYMPTOMATIC PERSON INSIDE THE COMPANY

- If a person within the company develops fever and symptoms of respiratory infection such as coughing, he/she must immediately report this to the HR department; his/her isolation, as well as the isolation of the others present within the premises, must be carried out in accordance with the provisions of the Health Authority; the company shall immediately inform the competent Health Authorities and the emergency numbers for COVID-19 provided by the Region or the Ministry of Health.
- The company collaborates with the Health Authorities for the definition of possible "close contacts" of a person within the company who has been found positive to the COVID-19 swab. This is to enable the Authorities to apply the necessary and

appropriate quarantine measures. During the investigation period, the company may ask any person who may be in close contact to leave the premises as a precautionary measure, in accordance with the Health Authority's instructions.

- At the time of isolation, the worker must be immediately provided with a surgical mask if he or she is not already equipped with it.

12-HEALTH SURVEILLANCE/COMPETENT DOCTOR/RLS

- Health surveillance must continue in compliance with the hygienic measures set forth by the Ministry of Health (so-called decalogue).
- During this period, priority should be given to preventive visits, visits on request and visits upon return from illness.
- Periodic health surveillance should not be interrupted, because it represents a further preventive measure of a general nature: both because it can detect possible cases and suspicious symptoms of contagion, and for the information and training that the competent doctor can provide workers to prevent the spread of contagion.
- In integrating and proposing all regulatory measures related to COVID-19 the competent doctor cooperates with the employer and the RLS/RLST.
- The competent doctor reports to the company situations of particular weakness and current or past pathologies of the employees and the company provides for their protection in the utmost respect of the privacy thereof.
- The competent doctor shall apply the indications of the Health Authorities. The competent doctor, in view of his/her role in risk assessment and health surveillance, may suggest the adoption of any diagnostic means if deemed useful to contain the spread of the virus and the health of workers.
- When activities are restored, it is advisable that the doctor responsible for the identification of subjects with particular situations of weakness and for the reintegration of subjects with previous COVID-19 infection is involved.
- It is recommended that health surveillance should focus particularly on those who are vulnerable also in relation to their age.
- For the progressive reintegration of workers after COVID-19 infection, the competent doctor, upon submission of certification that the swab has been tested negative according to the procedures provided for and issued by the competent territorial prevention department, shall carry out the medical examination prior to

resumption of work, as a result of absence for health reasons lasting more than a continuous period of more than sixty days, in order to assess suitability for the work (Legislative Decree No. 81/08 and subsequent amendments and additions, article 41, paragraph 2, letter e-ter), also with the aim of assessing specific risk profiles and in any case regardless of the length of absence due to illness.

13-UPDATING OF THE REGULATORY PROTOCOL

- A Committee is set up in the company for the application and verification of the provisions of the regulatory protocol with the participation of the company trade union representatives and the RLS.
- Whereas, due to the particular type of company and the system of trade union relations, no works councils are set up, a Territorial Committee composed of the Joint Health and Safety Bodies, if incorporated, shall be set up with the involvement of the RLST and representatives of the social partners.
- Committees for the purposes of the Protocol may be set up, at territorial or sectoral level, upon proposal of the signatories to this Protocol, also with the involvement of local health authorities and other institutional actors involved in initiatives to combat the spread of COVID-19.