COVID-19-INFORMATION FOR EXTERNAL STAFF

Before entering the University and for any time spent here, all external staff (suppliers, visitors, operators of companies under contract, etc.) must first read the following information and follow all the instructions given.

- Access to the University is forbidden for people with COVID-19 symptoms (fever >37.5 °C, cough, breathing difficulties).
- Before visitors enter the University premises, specifically-trained staff, authorised by the Employer, will take their temperature. Should the detected temperature be higher than 37.5°C, access will not be allowed, and the worker will promptly contact his or her doctor, and follow their instructions.
- For each daily entry, a self-certification, signed by the employer, must be sent at least 1 hour in advance to autocertificazione-temperatura@polimi.it. The self-certification must include the name of the facility at which you operate and the name of the POLIMI contact person. It must also be stated that the visitor - a) is not subject to isolation, (b) has had no close contact with infected people (or people suspected of being infected), or those in red zones, in the last 14 days, (c) has received and signed this notice.
- All persons accessing areas within the University must wear the equipment prescribed by law.
- External staff must be equipped with their own PPE and sanitising gel.
- Hands must be properly sanitised with disinfectant solutions before and after accessing closed rooms and spaces, should access be required.
- The length of time spent at the University must be limited to the time strictly necessary in order to carry out the activity.
- External staff are authorised to access only the areas in which they will carry out the activity for which their presence is justified.
- External drivers must remain in their own vehicles and are not allowed to enter the offices unless they wear a surgical mask, and only after having sanitised their hands, also respecting the interpersonal distance requirement of at least 1 metre.
- Proper hygiene practices must always be followed, such as maintaining an interpersonal distance of at least 1 m, avoiding contact (handshakes, hugs, etc.), sanitising your hands often, covering your nose and mouth if you sneeze/cough, etc.
- You must dispose of used PPE yourself. PPE must not be left in the University after use.