



Protocol 131325 - 6 November 2020

RE: EXTRAORDINARY MEASURES TO FACE THE HEALTH EMERGENCY FROM COVID 19

THE RECTOR

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CONSIDERING that it is necessary to implement the measures envisaged by the regulatory provisions thus guaranteeing essential and public utility services as well as services connected with distance learning and the continuation of student training courses;

ACQUIRED the opinion of the legal component of the University Crisis Unit,

ESTABLISHES

The University of Pavia, in compliance with the provisions of the Lombardy Region Ordinance no. 620 of 16 October 2020, by the D.P.C.M. November 3, 2020 and by the order of the Ministry of Health of November 4, 2020, will carry out its institutional activities of teaching, research and third mission, as well as administrative, managerial and IT support for these activities in the following ways, having taken care of identify the activities that must continue in presence in accordance with the provisions of art. 3, letter G, of the D.P.C.M. November 3, 2020.



ARTICLE 1 - Lessons

All lessons will be offered online in live streaming, will be video-recorded and accessible to students for at least 15 days.

ARTICLE 2 - Exams

Oral exams will take place online, according to the methods adopted up to now. Written exams can be held in person.

For the School of Specialization for the Legal Professions, the written tests and the competition simulations can be carried out in person.

ARTICLE 3 - Graduations final exams

The graduation sessions - three-year, two-year masters and single-cycle degrees - as well as the final exams of PhDs and the discussion of the medical specialization theses and university masters will take place remotely.

ARTICLE 4 - Teacher-students Appointments

Students are received remotely (for example via Skype, Zoom or by telephone). The student will agree with the teacher the modalities by email.

These meetings may take place in person only for interviews relating to the elaboration of the degree thesis, if due to the research topic or the topic to be treated, the interview in presence is essential, after having agreed with the professor a precise time and in compliance of all health safety measures.

ARTICLE 5 - Labs activities; preparation of final degree theses and doctoral theses

The activities of the didactic laboratories are allowed in presence if they cannot be postponed and cannot be replaced with alternative remote solutions.

For the purposes of preparing final degree and PhD theses, attendance at laboratories and libraries is permitted, always in compliance with the "Anti-contagion protocol" approved by the University.

ARTICLE 6 - Masters and specialization courses

The training activities of the masters and advanced specialisation courses will take place online. Please refer to articles 5 and 8 for laboratory activities, preparation of final theses and carrying out curricular internships.

ARTICLE 7 - Training activities for postgraduates in the health area (doctors in specialist training and postgraduates of the Schools for non-medical graduates)

Graduating students abide by the decisions communicated by the School Directors.

Vocational training activities for trainees will take place in presence, in compliance with the safety conditions provided for by law and health protocols, with the methods already in force.

Adequate personal safety and hygiene conditions must always be guaranteed to trainees, including the prescribed Personal Protective Equipment.

The theoretical training activities can be carried out online, based on the decisions communicated by the Directors.

ARTICLE 8 - Internships outside the University of students and graduates

Internships outside the University can be carried out in compliance with current legislation on safety and protection of public health.

To carry out the internship, it is also necessary to take into account the provisions limiting the circulation of persons and vehicles, where in force. All information on the activation and management of curricular internships, for students, and extra-curricular, for graduates, at organizations and companies outside the University can be consulted on the dedicated page of the University Center named COR.

As for the compulsory internships of students enrolled in courses related to the Departments of the Faculty of Medicine and Surgery, at affiliated hospitals, they take place in presence compatibly with the availability of such structures.



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ARTICLE 9 - Research activities

Research activities in laboratories and libraries, carried on by professors, postdocs, fellows, doctoral students and University staff continue regularly, in strict compliance with the "Anti-contagion protocol" approved by the University.

ARTICLE 10 - International Mobility

The international mobility of incoming and outgoing students, teaching and administrative staff for study, internship, research, teaching and training activities within Erasmus+, Overseas, Coimbra Students Exchange Network and Fund for Cooperation and Knowledge programmes is suspended.

The International Relations, Innovation in Didactics and Digital Communication Area shall support the candidates for the rescheduling of departures, for starting blended in virtual mobilities and for helping candidates who may decide to return to Italy in advance.

ARTICLE 11 - Library services

Library services remain active in 'contactless' mode (without the mediation of the staff normally assigned to the front office). Home delivery book loan service by courier is guaranteed and it will be free of charge for all the users, and in particular for users not residing in the cities of Pavia and Cremona.

Access to the libraries is allowed only to researchers, professors and, if provided with an appropriate self-certification, undergraduates, doctoral students, postdocs, fellows, tutors and contractors only for the consultation reasons.

Interested people must book a place through the Affluences App or the UNIPV libraries website. Libraries will provide suitable distancing measures to avoid the risk of proximity and aggregation, in compliance with the safety and health prevention rules established in the UNIPV's "Anti-contagion protocol".

List of libraries providing home delivery and Affluences reservation: Library of Science and Technology (section Tamburo and Golgi-Spallanzani), Library of Sciences (Physics section), Library of the Medical Area, Library of Economics, Library of Law (Hall of Private Law), Library of Political and Social Sciences (Esagoni room), Library of Humanistic Studies (San Tommaso, Art, Philosophy section), Library of Musicology and Cultural Heritage of Cremona.

Self-certification form is available on the University Library System website. For further information on the services, please refer to the Extraordinary Plan of University Library Services (Phase 4.0: "Remote, but (always) close") available at the following link: <http://biblioteche.unipv.it/category/news>

ARTICLE 12 - Part time students jobs

Part time students' jobs and other collaborations are allowed in compliance with the safety prescriptions established by the "Anti-contagion protocol" approved by the University, provided that such activities cannot be postponed and cannot be carried out in a virtual mode. Tasks that can be deferred or cannot be carried out virtually are suspended.

ARTICLE 13 - Tutoring collaborations.

Tutors activities are provided virtually. Only laboratories that cannot be postponed and cannot be replaced with other virtual activities may be provided in presence, in compliance with the safety prescriptions established by the "Anti-contagion protocol" approved by the University.

ARTICLE 14 - Technical-administrative staff

Technical-administrative staff tasks will be regulated by a specific decision of the General Manager of the University of Pavia.

ARTICLE 15 - Processing of personal data

The processing of the personal data of the interested parties is functional to carrying out the distance learning activities and is attributable - also electronically - to all the functions institutionally assigned to the University, which operates according to art. 33 of the Constitution and art. 6 of the law n. 168/1989 and subsequent amendments, according to the procedures indicated by the Statute and by the sector legislation. Therefore, specific consensus should not be requested from the interested parties.



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The tools will be configured in order to minimize personal data processing. Concerning the processing of data and the protection of privacy in general, remote exams take place on the basis of the University information available at the following links:

<https://privacy.unipv.it/informativa-esami-a-distanza/>

<https://privacy.unipv.it/the-protection-of-personal-data/>

available in the ESSE3 app for each student enrolled in the University degree programme.

ARTICLE 16 - Entry into force

The provisions contained in this decree will come into force on 6 November 2020 and will be valid until 3 December 2020, except for new national and / or regional provisions.

Pavia, 6 November 2020

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*Prof. Francesco Svelto
(digitally signed document)*