



Modena, 28.01.2022

OPERATING INSTRUCTIONS FOR GREEN PASS AND COMPULSORY VACCINATION

Please note that **anyone accessing the facilities belonging to university institutions must possess and is required to exhibit the COVID-19 green certification.**

- From 1 February 2022, the compulsory vaccination for the prevention of infection with SARS-Cov-2 has been extended to university staff (art.2 Leg. Decree 1 of 7.1.2022).

Vaccination is an essential requirement for the performance of work activities, both in person and remotely.

The Rector and his delegates ensure university staff compliance with the compulsory vaccination through the verifications referred to in art. 4-ter, paragraph 3, Leg. Decree 44/2021, as reported below.

As noted by the Minister of University and Research, file no. 1119 of 25.01.2022, **university staff means teaching and non-teaching employees**, with a permanent or temporary employment relationship.

Contractors, namely contract teachers, research fellows, coordinated and continuous collaborators, staff belonging to research entities operating in universities through agreements, staff of external companies whose access to the University is motivated by reasons of service or work, **must possess the green certification, without prejudice to the application of measures related to age.**

FROM 1.2.2022

TYPE OF STAFF	ACCESS/COMPLIANCE
Unimore employees	<p>ACCESS:</p> <ul style="list-style-type: none">• Covid-19 “basic” green certification.• Medical certificate of exemption issued under the Ministry of Health Circular no. 35309 of 4.8.2021 <p>COMPLIANCE WITH COMPULSORY VACCINATION</p> <p>Through the platform prepared by Cineca on data provided by the Ministry of Health, the offices of the Human Resources Directorate verify compliance with compulsory vaccination.</p> <p>In case there is no vaccination evidence, on behalf of the Rector and his delegates, the Human Resources Directorate requests the interested person to produce, <u>within five days of receiving notification</u>, one of the following documents:</p> <p>A) certificate proving the vaccination;</p>

	<p>B) certificate concerning the omission or deferral of vaccination;</p> <p>C) <u>copy of the vaccination request (which must be carried out within 20 days of receiving the notification, with the relevant certification being provided within 3 days after administration of the vaccine);</u></p> <p>D) certification proving that the conditions for compulsory vaccination are not met.</p> <p>If the person concerned, <u>within five days of receiving the notification</u>, does not submit any documents among those listed above, <u>the Rector and his delegates ascertain the non-compliance with compulsory vaccination obligation and, on their behalf, the Human Resources Directorate shall immediately inform the person thereof.</u></p> <p>Such communication determines the immediate suspension from the right to carry out the job, with consequent deprivation of the salary and/or other compensation or emolument, however named.</p> <p>The suspension, without disciplinary consequences and with the right to maintain the employment relationship, shall be effective until the person concerned communicates the commencement or subsequent completion of the primary vaccination cycle or of the administration of the booster dose, and in any case by 15.06.2022.</p>
Unimore contractors	<ul style="list-style-type: none"> • Covid-19 “basic” green certification. • Medical certificate of exemption issued under the Ministry of Health Circular no. 35309 of 4.8.2021

➤ **Without prejudice to the compulsory vaccination for university employees from 15 February 2022:**

TYPE OF STAFF	ACCESS REQUIREMENTS
Unimore employees under the age of 50	<ul style="list-style-type: none"> • Covid-19 “basic” green certification. • Medical certificate of exemption issued under the Ministry of Health Circular no. 35309 of 4.8.2021
Unimore employees who has reached or will reach the age of 50 by 15.06.2022	<ul style="list-style-type: none"> • Covid-19 “reinforced” green certification. • Medical certificate of exemption issued under the Ministry of Health Circular no. 35309 of 4.8.2021

Unimore contractors under the age of 50	<ul style="list-style-type: none"> • Covid-19 “basic” green certification.
	<ul style="list-style-type: none"> • Medical certificate of exemption issued under the Ministry of Health Circular no. 35309 of 4.8.2021
Unimore contractors who have reached or will reach the age of 50 by 15.06.2022	<ul style="list-style-type: none"> • Covid-19 “reinforced” green certification. • Medical certificate of exemption issued under the Ministry of Health Circular no. 35309 of 4.8.2021

Sanctions: The act of ascertaining the non-fulfilment of the compulsory vaccination determines the immediate unpaid suspension from work, without disciplinary consequences and with the right to maintain the employment relationship. The suspension shall be effective until the person concerned communicates the commencement or subsequent completion of the primary vaccination cycle or of the administration of the booster dose, and in any case by 15.06.2022.

Anyone accessing University premises in breach of the obligation to show the Covid-19 Green Certificate or the medical certificate of exemption, is punished with a pecuniary penalty imposed by the local competent Prefect.

For all that concerns the times and procedures for obtaining Covid-19 green certifications and their validity, please visit the Government website at the following link <https://www.dgc.gov.it/web/faq.html>

Kind regards,

The Director General
Stefano Ronchetti

Digitally signed by: RONCHETTI STEFANO Title:
Director General
Organisation: University of Modena and Reggio Emilia Date: 28/01/2022
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Enclosed
documents:

- Note by the Ministry of University and Research , File No. 1119 of 25.01.2022;
- Circular by the Ministry of Healthcare no. 35309 of 4.8.2021