

## Procedures to be adopted in the event of WEATHER ALERTS

The following are the Resolutions and Ordinances relating to the meteo-hydrological emergency, snow emergency and wind weather warning:

- Regional Council Resolution No. 1057 of 05/10/2015 as amended and supplemented. (Approval of the Operational Procedure for the alerting and management of regional hydrogeological and hydraulic-risk and of the Guidelines for provincial and municipal emergency planning),
- Ordinanza del Sindaco del Comune di Genova n° 9/2016 del 11/01/2016 (wind weather warning)
- Ordinanza del Sindaco del Comune di Genova n° 13/2016 del 14/01/2016 (meteo-hydrological emergency),
- Ordinanza del Sindaco del Comune di Genova n° 367/2017 del 01/12/2017 (snow emergency).

For information on forecasting and warning procedures in meteorological, hydrogeological, snow and other risks, adopted by the Liguria Region (types of messages and alert levels, message reading guide, warnings reading guide, division of the territory, self-protection measures), consult the pages of ALLERTA LIGURIA, official website managed by the Liguria Region and ARPAL (homepage at the link <https://allertaliguria.regione.liguria.it>).

In order to clarify what is stated in these procedures, it is specified that:

- **"teaching activities" means:**
  - lectures of any kind (normal courses, doctoral courses, specialisation courses, etc.);
  - didactic outings, even if planned, whether they are outings within the Zone subject to the state of alert, or whether they include an itinerary towards Zones not affected by the state of alert (to and from university premises);
  - didactic laboratory activities similar to lectures;
  - group review sessions;
  - examinations;
  - graduation examinations;
  - conferences, presentations, inaugurations, events, etc., even if

- already organised and even if they involve third parties;
  - deadlines for students, e.g. submission of applications, enrolments, participation in competitions, calls for applications, etc.
- **Service facilities open to the public" are defined as:**
    - classrooms (e.g. for holding recruitment competitions, etc.)
    - libraries;
    - computer rooms;
    - teaching services secretary office;
    - School secretary office;
    - department secretary office;
    - one-stop shops;
    - other teaching facilities open to the public;
    - the University's general protocol.

## 1.RAIN YELLOW ALERT

No measures to be adopted by the University. Please refer to the self-protection rules set out in the Municipal Emergency Plans.

Everyone is obliged to keep up to date, also through the media, about the evolution of the weather situation and on any subsequent announcements of states of alert.

## 2.RAIN ORANGE ALERT

MEASURES foreseen in the event of a proclaimed state of Rain Orange Alert, issued by the Met office of the Region of Liguria:

- a) IN ALL AREAS WHERE THE ALERT STATE IS ISSUED, all educational activities in presence are interrupted and all service facilities open to the public are closed to users. It should be noted that the aforementioned activities are to be considered interrupted in presence, not only for the entire duration of the alert, but also during the two hours preceding the alert start time and the two hours following the alert end time. Teaching activities in these cases, whenever possible, are carried out in distance-learning mode. In the event of an increase in the alert level (from yellow to orange), teaching activities already underway will continue, with the exception of those carried out at the sites most at risk, which must be closed (sites in Genoa at risk of flooding or located in areas that



can potentially be flooded; Savona Campus; Genoa Botanical Garden; Hanbury Botanical Gardens).

**IN ALL AREAS WHERE THE ALERT STATUS IS ISSUED, it is forbidden to carry out**

- activities during building closing hours (e.g. on Saturdays, Sundays and other public holidays; in the evening or at night);
- individual work.
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**b) IN THE GENOA HEADQUARTERS, the following buildings and floors (floors and sub-floors) are closed for the duration of the state of alert**

**BULDINGS:**

- ✓ “ex-Sutter” building, located at viale Cembrano n. 4;
- ✓ “Polo didattico delle Fontane” (teaching center) – located at delle Fontane n. 10;
- ✓ “Palazzo Serra”, located at p.zza S. Sabina n. 2 (only ground floor premises on Via del Campo and Via delle Fontane);

**BASEMENTS and SUB-BASEMENTS of the following buildings:**

- ✓ “Building 8 - Palazzina delle Scienze” - v.le Benedetto XV, n. 5;
- ✓ “Building 9 - Ex Chimica Generale” - v.le Benedetto XV, n. 3;
- ✓ “Building 10 - Scienze Farmaceutiche” - v.le Benedetto XV, n. 3;
- ✓ “Building 11 - Ex Fisiologia” - v.le Benedetto XV, 1-3;
- ✓ “Building 12 - Palazzo delle Scienze” - c.so Europa n. 26;
- ✓ “Building 13 - Ex chimica industriale” - c.so Europa n. 30/via Pastore n. 3;
- ✓ “Building 14 - Ex Igiene” - via Pastore n. 1;
- ✓ “Building 15 - Ex Clinica Dermatologica” - v.le Benedetto XV, n. 7;
- ✓ “Building 16 - Clinica Oculistica” - v.le Benedetto XV, 9.

**IN GENOA HEADQUARTERS closure of teaching centres:**

- ✓ “Biomedical Teaching Center - Ex Saiwa”, located at C.so Gastaldi 161;
- ✓ “Building 2 - Ex Monoblocco Chirurgico”, located at L.go R. Benzi, 8.

**c) IN “CAMPUS DI SAVONA”, in the event of a state of rain orange alert, all buildings are closed, both for students and staff (Technical and Administrative staff) and teaching staff, tenured and non-tenure employees.**

**d) Closure to the public and interruption of activities in the outdoor areas at:**

- ✓ **Botanical Gardens of Genova** (corso Dogali, 1M);
- ✓ **Botanical Gardens “Hanbury”** (corso Montecarlo, 43 - Ventimiglia - Imperia).

Personnel working in the aforementioned most at-risk areas, which will be closed in the event of Rain Weather Warning, may take up duty at another Structure, indicated in advance by their Manager or, alternatively, use, as an exception, one of the days provided for in their smart working or remote working agreement. Staff members who have not entered into agreements but perform tasks that can be performed remotely and who are in possession of the necessary equipment may also perform agile work. The latter, in the absence of the necessary equipment, as well as personnel who do not perform tasks that can be performed remotely, may make use of the justification for absence "serious events", as indicated in Circular No. 56678 of 12/10/2021 (published at: Work in the event of adverse weather events | Intranet area (unige.it)).

Laboratory activities involving thesis students and individual students as part of a research project, individual appointments between students and lecturers in studios and/or laboratories may be carried out in an independently regulated manner, as per Board of Governors resolution no. 11 of 28/10/2015, with the exception of activities inside closed buildings.

## 1. RAIN RED ALERT

Measures to be taken in the event of Rain Red Alert issued by the Met office of the Region of Liguria:

- a) **IN ALL AREAS WHERE THE ALERT STATUS IS ISSUED, all teaching activities in presence are interrupted and all service facilities open to the public are closed to users.** It should be noted that the above-mentioned activities are interrupted in presence for the entire day, even if the duration of the alert does not cover all the hours of lessons and services open to users. Teaching activities, in these cases, whenever possible, are carried out in distance-learning mode.
- b) **IN ALL AREAS WHERE THE SO-CALLED STATUS OF ALERT IS ISSUED all staff (Tech./Admin. staff and teaching staff, tenured and non-tenured) is required to perform their services remotely, outside the university buildings, for the whole day,** even if the duration of the alert does not cover all the working hours. In the case of unavoidable and urgent activities, for which it is deemed necessary to be present, the aforesaid personnel must ask, in advance, their delegated manager for health and safety (e.g. General Manager, Area Manager of the General Management, Department Director, Centre President) for a written authorisation, indicating the reasons, work location and scheduled time for carrying out the activities.

The following activities cannot be authorised:

- activities at sites at greatest risk (Genoa sites at risk of flooding or located in potentially flood-prone areas; Savona Campus; Genoa Botanical Garden; Hanbury Botanical Gardens);
- activities during building closing hours (e.g. on Saturdays, Sundays and other public holidays; in the evening or at night);
- individual work

**It is specified that Genoa's locations at risk of flooding or located in potentially flood-prone areas coincide with the following buildings and floors (bottoms and subfloors):**

**BULDINGS:**

- ✓ “ex-Sutter” building, located at viale Cembrano n. 4;
- ✓ “Polo didattico delle Fontane” (teaching center) – located at delle Fontane n. 10;
- ✓ “Palazzo Serra”, located at p.zza S. Sabina n. 2 (only ground floor premises on Via del Campo and Via delle Fontane);

**BASEMENTS and SUB-BASEMENTS of the following buildings:**

- ✓ “Building 8 - Palazzina delle Scienze” - v.le Benedetto XV, n. 5;
- ✓ “Building 9 - Ex Chimica Generale” - v.le Benedetto XV, n. 3;
- ✓ “Building 10 - Scienze Farmaceutiche” - v.le Benedetto XV, n. 3;
- ✓ “Building 11 - Ex Fisiologia” - v.le Benedetto XV, 1-3;
- ✓ “Building 12 - Palazzo delle Scienze” - c.so Europa n. 26;
- ✓ “Building 13 - Ex chimica industriale” - c.so Europa n. 30/via Pastore n. 3;
- ✓ “Building 14 - Ex Igiene” - via Pastore n. 1;
- ✓ “Building 15 - Ex Clinica Dermatologica” - v.le Benedetto XV, n. 7;
- ✓ “Building 16 - Clinica Oculistica” - v.le Benedetto XV, 9.

- c) In case of RAIN RED ALERT, the "University Headquarters Building," located at Via Balbi 5, is open as an operational security presidium. All other buildings are closed.**

For personnel, the contents of Circular 56678 of 12/10/2021 apply published at: Work in case of adverse weather events | Intranet area (unige.it)). Pursuant to the University of Genoa's distance working regulations, issued by DDG no. 3480 of 8/8/2022, staff who have not entered into an individual agreement for agile working or remote working, but who perform tasks that can be performed remotely and are in possession of the necessary equipment, may also perform agile activities. The latter, in the absence of the necessary equipment, as well as staff who do not perform tasks that can be performed remotely, will be able to make use of the 'serious events' excuse for absence.

## Hydrogeological/hydraulic risk alert phase

Following notification by the Municipal Operations Centre (COC) of highly critical weather and hydrological conditions (**municipal operational phase of ALARM**), the **following safety measures must be activated**:

- a) remaining inside the buildings until the COC communicates that the danger has ceased, corresponding to the end of the municipal operational phase of the Alert;
- b) movement to higher floors of buildings by users, staff and any other persons who, for whatever reason, occupy areas at risk of flooding.

## **2. SNOW YELLOW ALERT**

No measures to be adopted by the University. Please refer to the self-protection rules set out in the Municipal Emergency Plans.

Everyone is obliged to keep up to date, also through the media, on the evolution of the weather situation and on any subsequent announcements of states of alert.

## **3. SNOW ORANGE**

In the event that the Met office of the Region of Liguria issues a state of orange snow alert, the self-protection measures for snow and frost must be observed and the following MEASURES must be adopted:

- ✓ **ALL AREAS WHERE THE ALERT STATE IS ISSUED, all classroom activities are interrupted and all service facilities open to the public are closed to users.** Please note that the above-mentioned in-presence activities are to be considered interrupted, not only for the entire duration of the alert, but also during the two hours preceding the alert start time and the two hours following the alert end time. Teaching activities in these cases, whenever possible, are carried out electronically. In the event of an increase in the alert level (from yellow to orange), teaching activities already underway will continue, with the exception of those carried out at the sites most at risk, which must be closed (Genoa Botanical Garden; Hanbury Botanical Gardens).

- ✓ **IN ALL AREAS WHERE THE ALERT STATUS IS ISSUED it is forbidden to carry out**
  - activities during building closing hours (e.g. on Saturdays, Sundays and other public holidays; in the evening or at night);
  - individual work.
  
- ✓ **IN GENOA HEADQUARTERS closure of educational centres:**
  - ✓ “Polo didattico delle Fontane”, located at via delle Fontane n. 10;
  - ✓ “Polo didattico biomedico - Ex Saiwa”, located at C.so Gastaldi 161;
  - ✓ “Edificio 2 - Ex Monoblocco Chirurgico”, located at L.go R. Benzi, 8.
  
- ✓ **Closure to the public and interruption of activities in the outdoor areas at:**
  - ✓ **Botanic Gardens of Genova** (corso Dogali, 1M);
  - ✓ **Botanica Gardens “Hanbury”** (corso Montecarlo, 43 - Ventimiglia - Imperia).

Personnel working in the Education Centres referred to in point c) above, which will be closed in the event of a declared state of orange snow alert, may take up duty at another Structure, previously indicated by their Manager or, alternatively, use, as an exception, one of the days provided for in their agile work or remote work agreement. Staff members who have not entered into agreements but who perform tasks that can be performed remotely and who are in possession of the necessary equipment may also perform agile work. The latter, in the absence of the necessary equipment, as well as personnel who do not perform tasks that can be performed remotely, may make use of the justification for absence "serious events", as indicated in Circular No. 56678 of 12/10/2021 (published at: Work in the event of adverse weather events | Intranet area (unige.it)).

Laboratory activities involving thesis students and individual students as part of a research project, individual appointments between students and lecturers at studios and/or laboratories may be carried out in an independently regulated manner, as per Board Resolution no. 11 of 28/10/2015, with the exception of activities within closed buildings.

## 4. RED ALERT FOR SNOW WARNING

In the event that the Met office of the Region of Liguria issues a red avalanche warning, the self-protection measures for snow and frost must be observed and the following MEASURES must be adopted:

- a) **IN ALL AREAS WHERE THE ALERT STATUS IS ISSUED, all teaching activities in presence are interrupted and all service facilities open to the public are closed to users.** It should be noted that the above-mentioned activities are



interrupted in presence for the entire day, even if the duration of the alert does not cover all the hours of lessons and services open to users. The teaching activity, in these cases, whenever possible, is carried out in distance-learning mode.

- b) **IN ALL AREAS WHERE THE SO-CALLED STATUS OF ALERT IS ISSUED all personnel (Tech./Admin. staff and teaching staff, structured and unstructured) are required to perform their services remotely, in telematic mode, outside the university buildings, for the entire day, even if the duration of the alert does not cover all working hours.** In the case of unavoidable and urgent activities, for which it is deemed necessary to be present, the aforesaid personnel must ask, in advance, their delegated manager for health and safety (e.g. General Manager, Area Manager of the General Management, Department Director, Centre President) for a written authorisation, indicating the reasons, work location and scheduled time for carrying out the activities.

They cannot be authorised:

- activities in high-risk locations (Genoa Botanical Garden; Hanbury Botanical Gardens);
- activities during building closure hours (e.g. on Saturdays, Sundays and other holidays; in the evening or at night);
- individual work.

- c) **In case of RAIN RED ALERT, the "University Headquarters Building," located at Via Balbi 5, is open as an operational security presidium. All other buildings are closed.**

For personnel, the contents of Circular 56678 of 12/10/2021 apply published at: Work in case of adverse weather events | Intranet area (unige.it)). Pursuant to the University of Genoa's distance working regulations, issued by DDG no. 3480 of 8/8/2022, staff who have not entered into an individual agreement for agile working or remote working, but who perform tasks that can be performed remotely and are in possession of the necessary equipment, may also perform agile activities. The latter, in the absence of the necessary equipment, as well as staff who do not perform tasks that can be performed remotely, will be able to make use of the 'serious events' excuse for absence.

## **5. WIND WEATHER WARNING**

In the event that the Liguria Region Met office issues a wind risk warning, the following measures (self-protection rules) must be adopted:

- a) follow the instructions given by the authorities, in particular by paying



attention to the publications on the website [www.allertaliguria.gov.it](http://www.allertaliguria.gov.it) of the Vigilance Bulletin/Meteorological Warning;

- b) make sure that no objects (e.g. on windowsills, balconies, etc.) are exposed (e.g. vases, etc.) that, if they fall, could cause damage to people's safety
- c) ensure that windows, doors and shutters are secured;
- d) ensure that the most vulnerable elements of building façades and roofs (e.g. window frames, antennas, elements of roofing and façade coverings, lightweight roofing, etc.) and temporary mobile structures placed outdoors (e.g. tarpaulins, awnings, gazebos, signs, etc.) are securely fastened;
- e) avoid, as far as possible, walking or standing under trees, suspended objects or objects exposed to the wind;
- f) if you are driving a vehicle, moderate your speed;
- g) avoid at-height activities;
- h) in coastal areas, do not approach the shoreline, jetties and wharves; exercise extreme caution when driving along coastal roads, even in vehicles.

Following a wind risk warning issued by the Functional Weather and Hydrological Centre of the Met office of the Region of Liguria:

- **Access to the following areas will be denied to:**

- ✓ **Botanical Gardens of Genova;** from corso Dogali, and the route connecting the Gardens building (corso Dogali, 1M) to the building in via Balbi 5 will be closed, while the escape route connecting the building in via Balbi 5 to corso Dogali (the only access route to the building known as the 'Palazzina dell'Economato') will remain accessible;
- ✓ **Villa Cambiaso** (via Montallegro, 1 - Genova) and/or at **"Campus di Savona"** (via Magliotto, 2 - Savona) and/or at **Villa Costa Carmagnola** (corso Rainusso, 14 - Santa Margherita Ligure), through the respective tree-lined areas, allowing access only via alternative routes;
- ✓ **the garden of the Neurological Clinic** (Largo Daneo, 3 - Genoa), including driveway access from via L.B. Alberti to all vehicles; in the event of an emergency, those on the ground floor of the building must use the upward escape route (going up to the ground floor).

- The following areas and outdoor activities areas will be closed to the public:

- Genoa Botanical Garden (Corso Dogali, 1M);
- Hanbury Botanical Gardens (Corso Montecarlo, 43 - Ventimiglia - Imperia).

In addition, if the specially dedicated local wind speed detection system signals that the value corresponding to "gale force winds" has been exceeded, the workers in charge will provide for the immediate evacuation of all the occupants, as foreseen by the emergency plan.

## 6. Systems for disseminating weather alert messages

### 1) The University's system for the dissemination of weather and wind risk warning messages, transmitted by the Met office of the Region of Liguria, provides for the entire academic community to be promptly informed about:

- type of weather alert/warning (hydrogeological/hydraulic alert for risk associated with intensity and quantity of rainfall and/or likelihood of severe thunderstorms; snow alert for risk associated with snow and ice; weather warning for wind)
- alert level (in ascending order of risk level: yellow, orange or red);
- warning zone (warning zones with university locations: A, B, C, i.e. Ponente, Centro, Levante sea basins);
- date and time of the start and end of the alert/warning;
- prevention measures foreseen by union ordinances (e.g. suspension of teaching activities, educational outings, etc...) and by the University procedures to be adopted in the event of a weather alert (e.g. closure of buildings or floors of buildings in flood zones; closure of gardens with trees that constitute a possible risk...);
- self-protection measures, available at [www.allertaliguria.gov.it](http://www.allertaliguria.gov.it)

**Weather alert/warning messages, broadcast by the Liguria Region, are disseminated within the University on the following channels and to the following recipients:**

- **via SMS to:** Manager (art. 2, par 1 letter *d*) of D. Lgs. 81/2008 e s.m.i. ( General Director, Department Directors, Area Managers of the General Directorate, Centre Directors, University Campus Directors, Medical Director of the Dental Outpatient Clinic), Delegates for the operation of the La Spezia, Savona and Imperia Campuses, Pro-Chancellor ("Pro-rettore") for the management of the University policy for the safety of infrastructures, School Deans, Centre Chairs, Deputy Department Chairs, Chancellor's Delegates for the Facility Management Territorial Poles, Facility Management Territorial Poles Coordinators, Building Referents, Managers of contracted companies that perform continuous services for the University (e.g., cleaning and concierge service, etc.), and the University's security policy. The Chancellor for the territorial poles of Facility Management, the Coordinators of the territorial poles of Facility Management, the Building Contacts the Heads of Unit (Heads of Service,



Heads of Sector, School Library Directors, Administrative Managers, Technical Coordinators, Administrative and Technical Management Officers of the Centre and IANUA, Unit Managers);

- **via e-mail** at UniGe mailing list [avvisi@liste.unige.it](mailto:avvisi@liste.unige.it) (list of all University users -staff and students)
- using the official University's Telegram Channel (@UniGenova\_official), **which we recommend you to join.**

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2) **Considering that everyone is required to keep abreast of weather conditions and alert states, the following are the weather/wind risk warning broadcasting systems adopted by the various municipalities in the Liguria Region where university activities take place.**

- **City of Genoa:** In addition to the SMS information service, there is a channel on the 'Telegram' platform (at the address @GenovaAlert) and a virtual assistant that every citizen can consult (at the address @ProtCivComuneGe\_BOT), using pre-set questions such as, for example, news on alert, toll-free number during an emergency, self-protection rules. In addition, information and updates are disseminated by means of illuminated roadside panels along the main roads and bollards at AMT stops.
- **City of La Spezia:** The "Alert System" service for telephone alerts (a recorded voice communicates the message to landline telephone numbers in public directories and other landline or mobile numbers requested by citizens) and sending notifications (via APP) is active. Throughout the alert phase, you can call 0187.726870 to hear the pre-recorded message. For information, it is also possible to call 0187.501172 (active from the state of orange alert onwards). In case of special Met office situations, SMS messages can be sent to citizens who have requested them.
- **Town of Cogorno:** the municipal Met office application 'InforMAPP' is available for receiving notifications of alerts and announcements of special Met office situations. There are also light panels with traffic lights indicating the alert level and a roadside light panel for communicating alert messages.
- **City of Savona:** a channel is active on the 'Telegram' platform, at the address @protezionecivilesv, to receive notifications in real time on smartphones or PCs; in addition, information and updates are disseminated by means of street light panels placed along the main roads.



- **City of Imperia:** the municipal Met office application 'InforMAPP' is available for receiving notifications, and alert messages are also disseminated via the municipal website and social media (Facebook and Instagram).
- **City of Ventimiglia:** the municipal Met office application 'InforMAPP' is available for receiving notifications.
- **City of Santa Margherita Ligure:** the 'Alert System' telephone alert service is in operation (a recorded voice communicates the message to landline telephone numbers in public directories and to other landline or mobile numbers requested by citizens).