

DECALOGUE OF THE MAIN HEALTH AND HYGIENE MEASURES OF PREVENTION THAT MUST BE ADOPTED IN THE THEATRE AND IN THE OFFICES TO REDUCE THE SPREAD OF COVID-19 AND THE RISK OF CONTAGION

- 1. ALWAYS MAINTAIN AN INTERPERSONAL DISTANCE OF AT LEAST 1 METER.** *For this reason, staff are invited to comply with all the rules established by the COVID-19 Health Protocol adopted by the Fondazione, avoiding gatherings and maintaining an interpersonal safety distance of at least 1 meter, with particular reference to common areas (for example, vending machines, galley, lifts, changing rooms, offices, etc.). In some particular situations, these distances have increased as indicated in the current COVID-19 Health Protocol of the Teatro alla Scala to which reference should be made for further information (e.g. singing activities, use of wind instruments, during the consumption of food / drinks, etc.).*
- 2. ALWAYS USE THE SURGICAL MASK.** *The surgical mask must ALWAYS be used, covering nose and mouth correctly, in all areas and offices of the Foundation, both indoors and outdoors, even if the interpersonal safety distance is respected.*
- 3. USE FFP2 MASKS IN THE CASES PROVIDED FOR BY THE COVID-19 HEALTH PROTOCOL.** *The FFP2 mask must be used correctly and covering nose and mouth in the situations envisaged by the COVID-19 Health Protocol adopted by the Foundation. In particular, it must ALWAYS be used when it is necessary to operate in the presence of personnel of the artistic masses (choir, orchestra and dance) when they are not wearing the mask (e.g. during rehearsals and/or shows), while maintaining the distance interpersonal of 2 meters.*
- 4. WASH YOUR HANDS OFTEN AND DO NOT TOUCH YOUR EYES, NOSE AND MOUTH.** *To allow a more frequent disinfection of hands, in correspondence of the inputs and in greater crossing points have been installed gel dispenser sanitizing.*
- 5. CLEAN SURFACES WITH CHLORINE OR ALCOHOL BASED DISINFECTANTS.** *The staff of the cleaning company provides daily cleaning and sanitation of all environments and surfaces using sanitizing products based on chlorine and/or alcohol. In various points of the Foundation's offices, there are equipped areas where products for sanitizing surfaces and for hand sanitizing are available.*
- 6. AVOID HUGS AND HANDSHAKES.**
- 7. RESPIRATORY HYGIENE.** *Sneeze and/or cough by covering mouth and nose with a tissue, avoiding contact of hands with respiratory secretions. It is recommended to use disposable handkerchiefs, which must be disposed of in the appropriate containers that will be positioned in correspondence with the equipped areas referred to in point 13.*
- 8. AVOID CLOSE CONTACT WITH PEOPLE SUFFERING FROM ACUTE RESPIRATORY INFECTIONS.**
- 9.** *Employees with symptoms of respiratory infection and fever must stay home, contacting their doctor and informing the Personnel Management. Employees, who develop fever and respiratory infection symptoms, such as cough, during the presence at work, should immediately report to the infirmary, or to the person charged of First Aid.*
- 10. AVOID MIXED USE OF BOTTLES AND GLASSES.**
- 11. ACCESS TO WORK ENVIRONMENTS.** *Each worker is required to access the work environments of competence respecting the rules and crowding limits indicated at the entrance to the premises.*
- 12. ACCESS OR TO THE WORKPLACES WHERE ARTISTIC ACTIVITY IS CARRIED OUT.** *Access to the Stage, the Rehearsal Rooms and in general to all areas where artistic activity is carried out, is only allowed to authorize personnel and limited to the performance of the planned activities. Access to these areas by any other person (inside or outside the theater) who has not been previously authorized by the competent Management is prohibited.*
- 13. ACCESS TO THE CHANGING ROOMS/DRESSING ROOMS.** *All employees are reminded that the time spent inside the changing room/dressing room must be limited to the necessary for the dressing/undressing operations, respecting the crowding and distancing limits indicated in the advices posted at the entrance to the rooms, avoiding that the changing room/dressing room creates situations of unnecessary gathering and contacts.*
- 14. LIMIT MOVEMENTS AROUND THE VENUE.** *In order to reduce to a minimum the contacts between people belonging to different areas, it is appropriate to minimize the displacements inside of a venue and of belonging and between the venues, avoiding to attend or access to different areas from that of competence unless strictly necessary. For this purpose, telephone or videoconference contacts should be preferred.*

Note: *On Teatro alla Scala's website there is an area dedicated to information regarding the measures adopted for the COVID-19 emergency. In addition to this handbook, it is possible to download the current COVID-19 Health Protocol shared with the Standing Committee, the DPCM and the Regional Ordinances in force, and all the information and notifications prepared by the Theater Prevention, Hygiene and Safety Service. ([click the link: https://www.teatroallascala.org/it/biglietteria/protocollo-covid.html](https://www.teatroallascala.org/it/biglietteria/protocollo-covid.html))*