



FORMULA SAE ITALY 2021

COVID 19 PROTOCOL

assessment report on the biological risks associated with the spread of the sars-cov-2 virus (so-called "coronavirus"), cause of the covid-19 disease (art. 271 of Legislative Decree no. 81 of 9 April 2008, as amended)

In accordance with art. 29, paragraph 4 of Legislative Decree 81/2008 and subsequent amendments and additions, this document must be kept at the site where the Risk Assessment is carried out.

EDITION N.	REVISION N.	DATE	DESCRIPTION	CONSULTANCY
01	00	31.08.2021	Protocol CoVid19	DPLab Architettura Integrata - arch Prete
01	01	17.09.2021	Protocol CoVid19	DPLab Architettura Integrata - arch Prete

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SUMMARY

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FOREWORD

The purpose of this operational report is to avoid the possible risks to the health and safety of the involved employees and personnel through targeted training on the correct operational procedures for managing the COVID-19 epidemiological emergency.

Due to the rapidly evolving nature of the COVID-19 pandemic and the varying requirements in terms of obligations and recommendations, which are amended at short notice, this document may be subject to change (with additions, deletions, or other amendments). The Covid-19 Delegate will communicate any changes to all Stakeholders responsible for distributing them to their Participants.

This COVID-19 Code of Conduct (the COVID-19 Code) applies from **10th October to 13th October 2021**. Therefore, it is for the entire duration of the FORMULA SAE 2021 activity, excluding the time of set-up (which will take place from 6 p.m. on Saturday 9th October to 7 a.m. on Sunday 10th October) and dismantling (which will take place on Thursday 14th October) phases from the beginning to the end of the activities.

The circumstances in which this COVID-19 Code of Practice has been developed is as follows:

FORMULA SAE 2021 - Autodromo R. Paletti - Varano de' Melegari (PR)

Now in its 16th season, the international technical-sports competition for engineering students from universities worldwide will be held from **10th to 13th October** at the Riccardo Paletti Circuit in Varano de' Melegari (Parma).

The event's principal organiser is ANFIA Service srl, together with Gianmarco Giorda, its legal representative (employer).

Pubblifest of Forlì will carry out all set-ups.

EVENT DESCRIPTION

Formula SAE is open to engineering students from universities worldwide, who compete in the design and construction of a prototype single-seater racing car destined for eventual commercialisation, following specific technical and financial criteria, as if an automotive company commissioned it for a non-professional user.

Student teams undertake static, dynamic testing on the track (Acceleration, Skid Pad, Autocross and Endurance). Internal combustion and traction cars are expected to compete. Since 2018, the Driverless category, self-driving vehicles, has also been introduced. Approximately 45 teams will take part.

Full information on the event can be found at <https://www.formula-ata.it>

During the event days, a series of dynamic tests will be held to test the work and preparation of the teams, plus the potential and reliability of the single-seaters.

REFERENCE STANDARDS

The "reopening decree" - DL 22nd April 2021, n. 52 on "Urgent measures for the gradual restart of economic and social activities following the requirements of containment of the spread of the COVID-19 epidemic" - has introduced several changes relating to the gradual removal of restrictions made necessary to limit the SARS-CoV-2 virus infection. Some changes relate to live performances, both musical and non-musical, as well as cinemas.

Concerning these developments, we would like to draw attention to the recommendations of Decree-Law 52/2021 and the Guidelines for the appropriate management of infection risks contained in the new "Guidelines for the recovery of economic and social activities" approved by the Conference of the Regions and Autonomous Provinces in their meeting of 28th April 2021 and prepared with the support of the prevention offices of the Public Health Departments of the Regions and Autonomous Provinces.

DECREE-LAW of 23rd July 2021, n. 105

Urgent measures to deal with the epidemiological emergency caused by COVID-19 and the safe carrying out of social and economic activities.

According to decree-law no. 105/2021 it will only be possible to carry out certain activities if you have: a Covid-19 green certification (at European level the green certification is called Green Pass).

Art. 3 comma 1

1. In decree-law no. 52 of 22nd April 2021, as amended by law no. 87 of 17th June 2021, the following article is inserted after article 9:

«Art. 9-bis (Use of COVID-19 green certifications) - 1. As of 6th August 2021, only persons holding a COVID-19 green certificate, as referred to in Article 9, paragraph 2, shall be allowed access to the following services and activities in a white zone area:

- ❖ b) shows open to the public, sporting events and competitions, as referred to in Article 5.

GREEN PASS

HOW TO OBTAIN A GREEN PASS:

The COVID-19 green certificate - EU digital COVID certificate was created at the request of the European Commission to facilitate the safe movement of citizens in the European Union during the COVID-19 pandemic.

It is a digital and printable (paper) certification containing a two-dimensional barcode (QR Code) and a certified electronic seal. In Italy, it is only issued through the Ministry of Health's national platform.

Certification attests to one of the following conditions:

- having had the COVID-19 vaccination (in Italy, this is issued for the first dose and on completion of the vaccination cycle)
- be tested negative to a rapid molecular or antigenic test within the last 48 hours
- have recovered from COVID-19 within the last six months.

N.B. A rapid saliva test does not qualify for a Green Pass.

GENERAL INFORMATION

The instructions given below are the general ones provided for by Legislative Decree 105/2021, which will be adapted and adjusted to the event in question.

However, the general rule is not to reduce the level of caution but to have the possibility to increase the measures to be taken to safeguard the health of the participants, the organisers, and the volunteers who will occupy and use the Varano 'de Melegari circuit during the event.

The event CANNOT be defined as a motor race because it does not have the characteristics of a motor race; it is a private open-air event.

The main requirements of DL 52/2021 adapted to suit this type of event are:

- Provide adequate information on the prevention measures to be observed, which can also be understood by people of other nationalities, using appropriate signage, posters, and audio-visual systems. Employ the services of staff responsible for monitoring and promoting compliance with prevention measures, also referring to the visitor's sense of responsibility.
- Reorganise spaces to ensure orderly access to avoid crowding and ensure that at least 1 metre of separation between users is maintained, except for members of the same team or for people who are not subject to inter-personal distancing under current regulations (this is a matter of individual responsibility). If possible, organise separate entrance and exit routes.
- If possible, favour access by reservation and keep the **attendance list for a period of 14 days**.
- Body temperature may be taken, preventing access in case of temperature $>37.5^{\circ}\text{C}$.
- The reception desk must guarantee a minimum distance of 1 metre. In any case, participants' registration staff must always wear a mask; electronic payment methods must be preferred in the event of payment.
- Ensure that hand sanitisers are available for all persons present at several points around the circuit, particularly at the entrance and near the toilets. Hand sanitisers must be cleaned several times a day. The location of hand sanitisers must be indicated by appropriate signage.

- Maximise the location of team spaces by distributing them evenly across the permitted areas to ensure the greatest possible distance between people.
- Seating inside meeting tents (including, if permitted, stations without actual physical seating) or inside offices must provide a minimum distance between people, both in front and to the side, of at least 1 metre (extendable in indoor environments to at least 2 metres, depending on the epidemiological risk scenario). The **mandatory use of masks to protect respiratory tracts** must be worn at all times in these areas. Appropriate physical barriers to prevent contagion through droplets can be used to reduce seating distances.
- All persons present on the track must wear a mask at all times.
- Ensure frequent cleaning and disinfection, as a minimum at the end of each day, of all rooms, premises, and offices, with particular attention to common areas and frequently touched surfaces (handrails, light switches, lift buttons, door, and window handles, etc.).

REGULATORY REQUIREMENTS

Please note that for the FSAE 2021 event, the ‘employer’ is considered to be the Event Organiser.

The contact person in charge is Gianmarco Giorda.

According to Legislative Decree 81/08 Art. 271 paragraph 1:

When carrying out the risk assessment referred to in Article 17(1), the employer shall take account of all available information relating to the characteristics of the biological agent and the working methods, in particular:

REQUEST BY LAW	RESPONSE
a) the classification of biological agents which present or may present a hazard to human health as set out in ANNEX XLVI or, failing that, that made by the employer himself based on available knowledge and following the criteria referred to in Article 268(1) and (2)	GROUP 2 Source: "Virus Taxonomy: 2018 Release". International Committee on Taxonomy of Viruses (ICTV). October 2018. Retrieved 13 January 2019.
b) information on diseases that can be transmitted	See introductory paragraph
c) potential allergic and toxic effects	Unknown
d) knowledge of pathology from which a worker suffers, which is directly related to the work activity carried out	See following paragraphs
e) any additional situations made known by the relevant health authority that may affect the risk	See following paragraphs
f) the interaction of the different groups of biological agents used	None

According to Legislative Decree 81/08 Art. 271 paragraph 5:

The document referred to in Article 17 shall be supplemented by the following information:

REQUEST BY LAW	RESPONSE
a) the stages of the work process involving a risk of exposure to biological agents	As a virus that is prevalent in the population, there is no particular occupational identification. However, because of human-to-human transmission, any group activity, including work in its most general form, can be a source of potential exposure.
b) the number of workers involved in the stages referred to in point (a)	All workers who do not perform exclusively single-handed work
c) details of the person in charge of the risk prevention and protection services	arch. Roberto Prete - via Andrea Doria 13 - 10123 Torino
d) the working methods and procedures adopted, together with the preventive and protective measures applied	See subsequent paragraphs
e) the emergency programme for the protection of workers against risks of exposure to a group 3 or group 4 biological agent in the event of a failure of physical containment	Not applicable

According to Legislative Decree 81/08 Art. 272 paragraph 2:

Specifically, the employer:

REQUEST BY LAW	RESPONSE
a) avoids the use of harmful biological agents if the type of work allows it	Not applicable, as biological agent is widespread among the population
b) minimises workers exposed, or potentially exposed, to the risk of biological agents	Ongoing evaluation, especially in light of communications from the relevant institutions to which reference should be made
c) adequately design work processes, including the use of safety devices to protect against accidental exposure to biological agents	Not applicable
d) take collective protection measures or individual protection measures if exposure cannot be avoided otherwise	See subsequent paragraphs
e) take hygienic measures to prevent and minimise the accidental spread of a biological agent outside the workplace	Not applicable, as biological agent is widespread among the population
(f) use of biohazard signs, as shown in ANNEX XLV, and other appropriate warning signs	Not applicable
g) develops appropriate procedures for taking handling and processing samples of human and animal origin	Not applicable
h) defines emergency procedures for dealing with accidents	Not applicable, as there is no concept of "accident" for the situation described
i) checks for the presence of biological agents in the workplace outside primary physical containment, if necessary or technically feasible	Not applicable
l) provides the necessary means for the safe collection, storage, and disposal of waste, using appropriate and identifiable containers, if essential following appropriate waste treatment	See subsequent paragraphs
m) agree on procedures for the safe handling and transport of biological agents inside and outside the workplace	Not applicable

According to Legislative Decree 81/08 Art. 273 paragraph 1:

1. *In all activities in which the assessment referred to in Article 271 highlights risks to workers' health, the employer shall ensure that:*

REQUEST BY LAW	RESPONSE
a) workers have adequate sanitary facilities with hot and cold-water showers and, where appropriate, eyewash and skin antiseptics	Applicable and present concerning toilets, not applicable for showers as they are not foreseen due to the nature of the event. For skin antiseptics, see the following paragraphs
b) workers are provided with protective clothing or other suitable clothing to be stored in places separate from general public clothing	Not applicable as there is no intentional use of biological agents inside the work stages
c) personal protective equipment, if not disposable, is checked, disinfected, and cleaned after each use, and defective equipment is repaired or replaced before its subsequent use	See subsequent paragraphs
d) work and protective clothing that may be contaminated with biological agents shall be removed when the worker leaves the work area, stored separately from other clothing, disinfected, cleaned and, if necessary, destroyed	Not applicable as there is no deliberate use of biological agents within the work phases

According to Legislative Decree 81/08 Art. 278 paragraph 1:

1. *In the activities for which the assessment referred to in Article 271 shows risks to workers' health, the employer shall provide workers, on the basis of available knowledge, with information and instructions, in particular regarding:*

REQUEST BY LAW	RESPONSE
a) health risks due to biological agents used	Provided as a brochure in Annex 1 of this document
b) precautions to be taken to avoid exposure	Provided as a brochure in Annex 1 of this document
c) hygiene measures to be observed	Provided as a brochure in Annex 1 of this document
d) the purpose of the work and protective clothing, personal protective equipment, and their correct use	Non applicable
e) procedures to be followed when handling group 4 biological agents	Non applicable
f) how to prevent the occurrence of accidents and the measures to be taken to minimise their effects	Non applicable

EVENT ANALYSIS

The ongoing health emergency related to the SARS-CoV-2 pandemic has led to the need to take significant restrictive actions that have required, among other things, the temporary suspension of numerous production activities.

Containment measures affecting the world of work are necessary to reduce the chances of social contact, both for the general public but also due to inherent characteristics of the work activity due to the risk of contagion.

To help provide technical evaluation criteria for political decision-makers to establish progressive priority levels of measures, it is necessary to take into account the specific features of production processes and the way work is organised, which together can contribute to the characterisation of the risk.

The risk of contagion from SARS-CoV-2 at work and events can be classified according to three variables:

- **Exposure:**

the likelihood of coming into contact with sources of contagion while carrying out specific work activities or during an event itself (e.g., health sector, special waste management, research laboratories, etc.).

- **Proximity:**

the intrinsic characteristics of work performance that do not allow sufficient social distancing (e.g., specific tasks on an assembly line) for part or almost all of the working time.

- **Clustering:**

the type of event involving contact with parties other than those present (e.g., catering, retail, entertainment, hotels, education, etc.).

These risk factors may vary, depending on the areas in which production facilities operate, the way work is organised, and the specific preventive measures adopted.

The impact that the restart of one or more sectors has on the increase of social gathering opportunities must also be taken into account when analysing the containment measures. It is evident, in fact, that within the typology of work that foresees contacts with "third-party" subjects, there are certain activities that inevitably determine the re-opening of social mobility and, in some cases, large-scale gatherings.

To synthesise the above-mentioned risk areas in an integrated manner, a methodology has been developed based on the model derived from the O'NET database of the US Bureau of Labour Statistics, which has been adapted to the national labour environment by integrating data from INAIL and ISTAT surveys.

ORGANISER ANALYSIS: INTEGRATED RISK ASSESSMENT

The following is a risk matrix drawn up on the basis of comparing the scoring given to each production sector for the first two variables, with the relevant scales.¹:

• EXPOSURE

0 = low probability (e.g., agricultural worker).

1 = medium-low probability.

2 = average probability.

3 = medium-high probability.

4 = high probability (e.g., health worker).

• PROXIMITY

0 = work carried out on my own almost all the time.

1 = work with others but not in close proximity (e.g., private office).

2 = working with others in shared spaces but with adequate spacing (e.g., shared office).

3 = work involving tasks shared in close proximity with others for a non-dominant part of the time (e.g., assembly line).

4 = work carried out in close proximity to others most of the time (e.g., dental practice).

The score resulting from this combination is adjusted by taking into account the third scale:

• CLUSTERING

1.00 = limited or no presence of third parties (e.g., manufacturing, industry, offices do not open to the public).

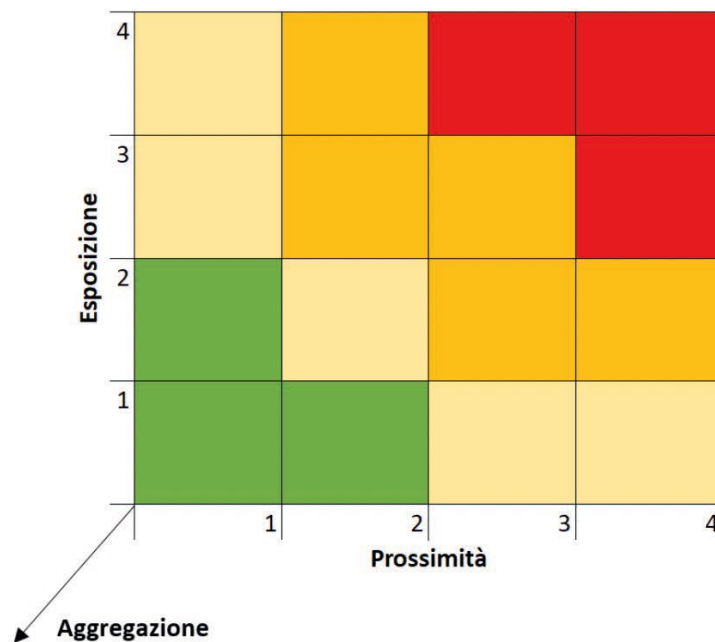
1.15 (+15%) = inherent presence of third parties but organisationally controllable (e.g., retail, personal services, offices open to the public, bars, restaurants).

1.30 (+30%) = clusters controllable by procedures (e.g., health, schools, prisons, armed forces, public transport).

1.50 (+50%) = intrinsic clusters controllable by procedures in a very limited way (e.g., shows, mass events).

$$R = E \times P \times A = 6,9$$

The final result provides the risk level and colour code for each production sector in the following matrix.



According to INAIL's Technical Document from which this analysis was drawn up **the FORMULA SAE ITALY 2021 activity appears to fall within the MEDIUM risk category indicated near the orange square.**

FURTHER ANALYSIS:

- ✓ Within the event the majority of workers are below 60 years of age
- ✓ No pregnant workers are present at the event
- ✓ Presence of chronic pathologies

OPERATIONAL PROTOCOL

Based on the characteristics of the location of the event, the Varano de' Melegari circuit, and the activity carried out, and taking into account:

- ✓ the information contained in mandatory legislative provisions and applicable national and international guidelines
- ✓ the level of exposure of workers and persons associated with them to the risk of infection
- ✓ the characteristics of the workplace

All possible prevention and protection measures that the employer can take to reduce the risk of infection and spread of the virus within the workplace are defined.

This protocol represents the set of prevention and protection measures (as minimum requirements to be complied with), which must be implemented in the subsequent " design " phase.

After an initial analysis of the event and risk assessment to be carried out in relation to the specific tasks of the staff, all possible measures to be taken are identified and categorised by type:

1. **ORGANISATION**
2. **REGULATION OF ACCESS TO AND USE OF SPACES**
3. **INFORMATION**
4. **MICROCLIMATE**
5. **SANITATION and CLEANING OF SPACES**

1. ORGANISATION

Anfia Service srl organises the Formula SAE 2021 in the name of the Employer Mr Gianmarco Giorda

a) **COVID19 TECHNICAL COMMITTEE MEMBERS**

- Gianmarco Giorda - Employer Anfia Service srl
- Roberto Prete - RSPP Anfia and Anfia Service srl and Safety Manager Formula SAE 2021
- Selene Migliaccio - RLS Anfia Service srl
- Claudia Rossi - Anfia Service srl
- Anna Costa - Anfia Service Srl

b) **DPI**

Surgical masks shall be available to all personnel. Masks must be used in accordance with World Health Organisation guidelines.

Detergents, hydro-alcoholic solutions, disinfection and cleaning products and paper rolls are also made available to all employees.

It is mandatory to wear a mask at all times, even outdoors.

FFP2 masks must be worn whenever it is not possible to keep a safe distance of one metre.

c) **ACCESS FLOWS TO THE AUTODROME**

People entering the circuit will do so from the main road, as shown in fig. 01 and 02.

They will pass through the Triage area where their temperature will be taken and their Green Passes checked.

Please note that without the Green Pass, it will not be possible to enter the circuit.

It has been decided that the Varano circuit staff will check the presence or absence of the Green Pass for regular access to the circuit.

The people who are part of the Covid19 Technical Committee will make random checks inside the structure and at any time during the day.

d) COMPOSITION AND BEHAVIOUR OF TEAMS

- Each team must consist of no more than eight people as specified during registration.
- All team members inside every pit must wear masks.
- Only the team leader may approach the reception for the registration of the whole team.
- Only two people from the team will have access to the battery charging area

If it is necessary to do so, precautionary measures must be taken when:

- changing over teams
- allow only necessary personnel in the pit
- prohibit access to visitors from other teams

e) MANAGEMENT OF EXTERNAL SERVICES (cleaning, maintenance, etc.)

The organiser will ensure that:

- The activities of judges are assessed individually in order to collectively prepare the appropriate prevention and enforcement measures. In all cases, the personnel involved must be made aware of the information on the measures required to gain access to the racetrack.

a) ACCESS TO THE AUTODROME

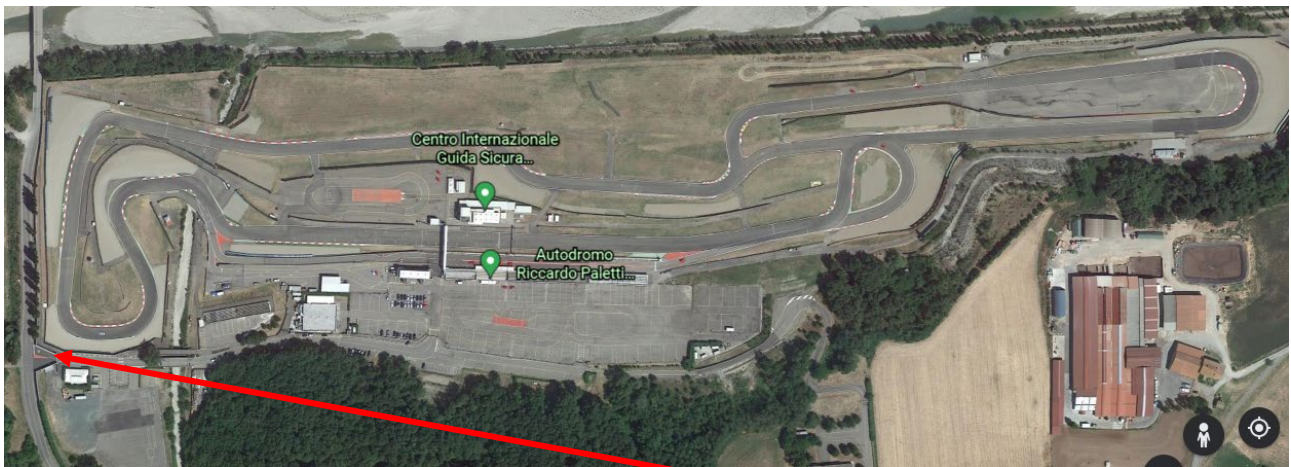


fig. 01



fig. 02

- Only persons in possession of a valid Green Pass, as defined in the initial chapter "Reference Regulations", may enter the circuit."
- Persons in possession of a valid GreenPass will be identified with:
 - ❖ Green bracelet - Green Pass valid for 9 months
 - ❖ Yellow bracelet - Green Pass valid for 48 hours
- People with a fever (over 37.5°) or other flu-like symptoms will not be allowed to enter the circuit.
- All participants are aware, and accept, that they may not enter or remain in the circuit and that they must declare without delay when, even after entry, risk conditions exist (flu symptoms, temperature, coming from risk areas or contact with people who have tested positive for the virus in the previous 14 days, etc.) in which the Authority's measures require them to inform their family doctor and the Health Authority and to remain at home.

- All participants undertake to comply with all the organiser's instructions when entering the circuit (e.g., keep a safe distance, observe the rules on hand hygiene and proper hygiene behaviour, presenting their Green Passes).
- All participants must inform the organiser in good time and responsibly of the presence of any flu-like symptoms during the event.

A place will be designated outside the circuit where quick swabs can be taken to issue a 48-hour Green Pass.

The applicant will bear the cost of the swab.

Furthermore, since the spread of Covid 19 is severely limited by the responsible behaviour of each individual and consequently of each worker, each person entering the racetrack expressly declares:

- a) To the best of their knowledge, they have not been in contact with any confirmed case of COVID-19 in the last 15 days.
- b) They have no fever or other flu-like symptoms (cough, sore throat, burning eyes, widespread pain, breathlessness, asthenia).
- c) That no one else in their household with whom they have had contact shows signs of symptoms.
- d) They have not been to a hospital or nursing home for any reason in the last 15 days.

Therefore, by entering the autodrome and registering according to the procedures laid down by the organiser, participants certify that they have understood the content of this information and agree to comply with the rules contained therein. All participants of the event will receive a copy of this protocol in digital format in advance.

b) BODY TEMPERATURE DETECTION ON ENTRY

As shown in figure 02, temperatures will be taken in the Triage area at the entrance to the circuit via the Provincial Road by Varano Circuit staff.

For privacy reasons, body temperatures will not be recorded even if they are higher than 37.5°.

If the temperature is higher than 37.5°, access to the event location will be denied. Those in this situation will be temporarily isolated and provided with a mask. They should not go to the emergency room and/or the company infirmary but should contact their doctor as soon as possible and follow his instructions, or in all cases, the health authority.

c) TEMPORARY INSULATION ROOM

The organiser will designate a room exclusively for isolating temporarily any person present at the event whose body temperature is higher than 37.5 °C while waiting for an " assessment ". Please note, however, that there will be a permanent presence of 1 ambulance and medical staff to whom you can immediately turn to in case of emergency.

d) PRESS ROOM

Access to the press room will only be granted up to the capacity defined by the circuit itself. When holding meetings or operational meetings, remote communication is preferred. If this is not possible, ensure that the number of participants is proportionate to maintaining a minimum distance of 1 m between seats when organising the meeting.

e) BREAK AND RESTAURANT AREA

Access to the Break and Refreshment areas will be allowed according to the rules laid down by the circuit and the commercial establishment itself.

Specifically, we are committed to ensuring that:

- if the space does not allow a minimum distance of 1 metre from other people using the dispenser or consuming its contents, people must remain outside the area.
- after picking up your drink or food, do not stand near the vending machine or coffee machine. After eating, leave the area to make way for other users.

3. INFORMATION

The organiser shall use appropriate signage to show how to access the various indoor areas (Meeting Tent, Press Room, Judges' Offices, lounges, and break areas) and shall inform all staff by sending them a special information sheet in digital format. All companies located at the racetrack must inform and make all staff and "external" users (visitors, suppliers) aware of further rules of conduct and health and hygiene measures to be observed, for example:

- a) arrangements for proper hand sanitation and hygienic handling of respiratory masks.
- b) respecting the minimum distance of 1 metre between persons.

4. MICROCLIMATE

The event will take place mainly outdoors. However, indoor areas will only affect certain areas which the organiser will manage following current regulations.

5. SANITISING AND CLEANING OF SPACES

The organiser shall carry out thorough sanitisation of all indoor areas before the start of the event. Sanitisation being understood to mean cleaning (with traditional detergents) and subsequent disinfection (with suitable disinfectants). How the rooms are disinfected shall be decided concerning the size and characteristics of the spaces to be treated.

Sanitisation will be carried out in the morning before the circuit's opening and cover all indoor areas and toilets.

a) For sanitising, the organiser shall commission companies with:

- CCIAA membership with a specific focus on sanitisation
- Staff trained explicitly in sanitisation procedures and management of disinfectant products (ozone, chlorine, and peroxides)
- Risk Assessment Documentation in which sanitisation activity is carried out

b) Throughout the day, the Organiser will provide an enhanced cleaning cycle than in previous years.

c) **WASTE MANAGEMENT AND DISPOSAL**

Containers for covid-related waste will be provided throughout the venue: masks, gloves, finished sanitisers.

Regular waste not related to Covid19 must not be thrown into these containers.

For ANFIA Service Srl

Organiser

Dott. Gianmarco Giorda

RSPP ANFIA Service Srl - Safety Manager FSAE 2021

Arch. Roberto Prete

