Attachment 1
(Essential activities or that to which cannot be postponed as per the Rector's signed letter of March 12,2020)

The University intends to continue all its educational activities electronically as to guarantee student training activities, while administrative services remain active and to ensure the research activity needed while limiting staff presence. Managers of each department and structure will identify and communicate who the essential personnel are to ensure that activities that cannot be postponed, with reference to both the teaching and research activities, are not as the work need must be performed in attendance. Pending these determinations, activities not subject to suspension include:

- healthcare activities
- experimental activity that cannot be interrupted
- safeguarding of ongoing experiments that use methods where interruption may jeopardize results
- the care of animals, plants and biological crops
- the collection, removal and disposal of special, toxic, harmful and radioactive waste, based on competence and according to current legislation
- the safeguard of the plants, infrastructure and equipment, making it possible to use them to support the remote activity of the staff who will work from home
- administrative support activity for carrying out online teaching and any public competitions (*concorsi*) not suspended by the Prime Ministerial Decree of March 8, 2020
- other technical or administrative activities that cannot be postponed and for which flexible work is not possible

For the Central Administration, the non-deferrable activities that must be delivered in the presence are provisionally identified as the following:

- IT assistance for online courses
- monitoring of IT systems
- website management
- monitoring of safety and maintenance activities
- Secretariats of single structured offices
- Purchasing offices of goods and services
- personnel management office

For these activities, the presence of personnel are permitted as to ensure their continuation.