**NOMINA DEL RESPONSABILE DELL’ATTIVITÀ DIDATTICA O DI RICERCA IN LABORATORIO (RDRL)**

**APPOINTMENT OF THE HEAD OF TEACHING OR RESEARCH ACTIVITIES IN THE LABORATORY (RDRL)**

**(pursuant to D.M. n.363 del 05/08/1998**)

The undersigned professor (Name and Surname) ………………………………………………………………………………………………………………………

Head of Structure (Dept., Centre, etc.) ………………………………………………………………………………………………………..

**Appoints**

Mr/Ms/Dr/Prof (Name and Surname) .............................................................................................................................

Registration number ........................................ professional qualification (technical-administrative staff, professor, researcher) ………….…………………………

**HEAD OF TEACHING OR RESEARCH ACTIVITIES IN THE LABORATORY**

For the laboratory(s) of: (indicate name of laboratory, group of laboratories or related premises) ........................

……………………………………………………………………………………………………………………………………………………………………………………

Building code (Geotec) ....................................... Floor ............... Room(s) ......................................................................

By virtue of his/her professional competence and within the limits of the hierarchical and functional powers appropriate to the nature of the assignment conferred, the **head of teaching or research activities** **in the laboratory**, understood, pursuant to art. 2 del D.M. n.363 del 05/08/1998, as the "*person who, individually or as group coordinator, carries out teaching or research activities in the laboratory*", is assigned the tasks, powers and obligations and set out in the attachment.

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| ............................ | .......................................................................... |
| *(date)* | *(stamp and signature of the Division Manager)* |

Mr/Ms/Dr/Prof (Name and Surname) ..................................................................................... accepts the appointment as

**Head of teaching or research activities in the laboratory**

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| ............................ | .......................................................................... |
| *(date)* | The Head of teaching or research in the laboratory  *(signed for acceptance)* |

**Attachment:**

**DUTIES, OBLIGATIONS AND POWERS OF THE HEAD OF TEACHING OR RESEARCH ACTIVITIES IN THE LABORATORY (RDRL)**

Pursuant to **art. 5 del D.M. n.363 del 05/08/1998** on the obligations and powers of the head of teaching or research activities in the laboratory:

1. The head of teaching or research activities in the laboratory, in performing such activities and for the purposes of risk assessment and identifying the consequent prevention and protection measures, collaborates with the prevention and protection service, with the competent doctor and with the other figures envisaged by the regulations in force.
2. The head of teaching or research activities in the laboratory, at the beginning of each academic year, before starting new activities and on the occasion of major changes in the organisation of teaching or research, identifies all persons exposed to risk.
3. In particular, the head of teaching or research activities, within the limits of his/her powers and competences, must:
4. take action to eliminate or reduce risks to a minimum in relation to knowledge of technical progress, giving prior and full information to the employer;
5. take action, when there are changes in activities that are significant for the health and safety of operators, to ensure that the risk assessment is updated;
6. take preventive and protective measures before risky activities are implemented;
7. take action to supervise the correct application of risk prevention and protection measures;
8. attend training and refresher courses organised by the employer with reference to his/her activity and the specific tasks performed.

In addition:

Pursuant to the provisions of **art.6 del D.M. n.363 del 05/08/1998** on training and information:

1. Without prejudice to the employer's legal powers regarding the training and information of workers, also the **head of teaching or research activities in the laboratory**, within the scope of his/her powers, shall provide directly, or with the assistance of a qualified collaborator, for the training and information of all exposed persons on the risks and on the prevention and protection measures that must be adopted, in order to eliminate or minimise them in relation to the knowledge of technical progress, giving prior and exhaustive information to the employer.
2. The head of teaching or research activities in the laboratory is also required to inform all his/her collaborators of the specific risks associated with the activities carried out and of the correct prevention and protection measures, supervising and verifying their work, with particular attention to students and their associates.

Pursuant to **art.9 del D.M. n.363 del 05/08/1998** on the design and use of prototypes and new products:

1. In the use of prototypes of machines, apparatus and work equipment, installations or other technical means made and used in research, teaching and service activities, the employer and the head of teaching or research activity in the laboratory, to the extent of their respective competences, must:
2. ensure the proper protection of staff, by assessing, in the design stage, the possible risks associated with project implementation and adopting any specific precautions, based on available knowledge;
3. ensure that operators are adequately trained and informed about the particular risks and the particular prevention and protection measures.
4. The provisions of the previous paragraph also apply in the case of the production, possession and use of new chemical, physical or biological agents.
5. In order to implement the provisions of this article, the employer and the head of teaching or research activities in the laboratory shall be assisted by the prevention and protection service, the competent doctor and the other figures envisaged by the provisions in force.

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| *(date)* | The Head of teaching or research in the laboratory  *(signed for acknowledgement)* |