



Access authorization to contractors, vendors, couriers and the like

Provision no. 5

of the document "Updated FBK anti-Covid provisions"



Access of external contractors, vendors, couriers, etc. is governed as follows.



Regulation



External companies shall be granted specific authorization **in advance** by the Technical Office through the application currently in use.



Contractor staff shall **obtain a badge from the** Safety and Prevention Unit; badges should be displayed at all times.



Contractor staff shall be **equipped with required PPE** (especially face masks) provided by their employer and assure compliance with requirements as per the various national and local legislation and the directives of the local health authorities.

Regulation



Vendors will be **granted access upon prior notice** to the Safety and Prevention Unit and the Technical Office and only **for the time strictly necessary** for loading and unloading operations; they should not enter the Foundation's facilities for any reason and should be equipped with the **required PPE**.



Couriers will be granted access only **for the time strictly necessary** for loading/unloading operations; they should not enter the Foundation's facilities for any reason and should be equipped with the **required PPE**.



If **external staff has to enter** the Foundation for urgent reasons (therefore without a badge) **the Safety and Prevention Unit must be notified**; upon authorization, such personnel will be taken in charge by the staff of the Technical Office or other authorized FBK staff member who will accompany them inside the premises and will follow them at all times and then walk them to the exit.

Regulation



The staff of **companies operating on construction sites, co-located companies and suppliers** who have a badge and a service contract with CIRFOOD will be allowed to have lunch in the cafeteria.



Inside FBK, **external staff** shall comply, limited to their area of concern, with FBK's behavior rules and regulations.



The Safety and Prevention Unit, together with the Technical Office, might conduct **inspections** , checking in particular the correct use of PPE, performing temperature measurements and checking compliance with daily self-declarations pursuant to the Ordinance of the President of the Autonomous Province of Trento of 4.13.2020.

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