



POLITECNICO
MILANO 1863

Milano, 21 settembre 2022

**DIPARTIMENTO DI
ARCHITETTURA E
STUDI URBANI**

Dear Teachers, holders of teaching courses in the AA2022-23,
taking the opportunity to wish you a very good start for your teaching activities, we would like to remind you the safety management procedure provided by Politecnico for the didactic activities carried out either in labs or outside the university premises, in accordance with the university security system and pursuant to Legislative Decree 81/08 approved by the Board of Directors.

At the beginning of each semester all professors holding one or more didactic activities are required to fill in the risk assessment document (DVR) for teaching and research activities, by accessing to their online services page.

This action is meant to provide for the detection of the didactic activities typology that will be carried out and in particular:

- Educational visits outside Politecnico spaces (exhibitions/events, facilities/building sites/companies).
- Experimental laboratory activities requiring risk assessment.
- Tasks providing for activities that students will perform independently without supervision.

At this stage the filling process doesn't provide for the description of each single activity and may be reviewed later on if necessary following to a request of card reopening.

As a result of the filling process, and where provided for, the appointed professor will proceed to:

- Communicate visits to exhibitions, events, public or facilities access areas, construction sites or companies where their own DVR's apply, in order to have the authorization according to the instructions at the following [link](#).
- Provide a risk assessment if needed ([FAQ risk assessment](#)).

**Dipartimento di Architettura
e Studi Urbani**

Via Bonardi, 3
20133 Milano

Tel. 02 2399 5400-5401-5406

Fax 02 2399 5435

www.dastu.polimi.it

www.polimi.it

Partita Iva 04376620151

Codice Fiscale 80057930150



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Please bear in mind that labs are meant to be (as per regulation for workers' safety and health within Politecnico) as follows: spaces or environments where didactic activities take place, research or service activities requiring the usage of machineries, work equipment, facilities, prototypes or other technical devices, that is chemical, physical or biological agents (This definition also includes the usage of equipment such as milling cutters, glues, cutters). Labs are as well all those spaces or environments where activities are carried out outside the university premises.

For activities carried out in labs is required the identification by a RADRL (responsible of didactic activities and research in labs) whose role is held by the owner of the didactic activity that will be in charge of risk assessment and training of students. ([FAQ RADL](#)).

Didactic activities providing solely the usage of common use devices such as: cameras, phones, PC, recorders, sketch pads, etc. cannot be compared to laboratory activities.

We suggest to fill in the risk assessment document related to didactic and research activities by clicking on relevant link present in the automated email that you will receive.

For any [further information](#) please refer to:

maria.barchi@polimi.it

sicurezza-dastu@polimi.it

Yours sincerely

Gloria Paoluzzi