

**VISITOR SAFETY** (Form A, only for adults or accompanied individual minors)

Dear guest,  
Eurac Research welcomes you to its laboratories.

In order to guarantee the safety of yourself, our staff and the integrity of our facilities and equipment, as well as the success of any experiments in progress, before accessing the experimental areas please **read this notice, complete every part (in red) and hand it to the person accompanying you.**

Date of visit	<b>21/05/2019</b>	
Accompanying person(s)	<b>Stefano Avesani</b>	
<b>Laboratory</b>	Eurac Research HQ - laboratory floor 0 - Institute for Alpine Environment	X
	NOI techpark - building A2 - Institute for Renewable Energy	
	NOI techpark - building A2 - Institute for the Study of Mummies	
	NOI techpark - building A2 - Center for Sensing Solutions	
	NOI techpark - building D1 - terraXcube	
	NOI techpark - outdoor laboratory via Ebner - Institute for Renewable Energy	
	Bolzano Airport - test site - Institute for Renewable Energy	
	Via Galvani - laboratories floor 2 - Institute of Biomedicine	
	Bolzano Hospital - biobank - Institute of Biomedicine	
	Merano Hospital - biobank - Institute of Biomedicine	
	Silandro Hospital - biobank - Institute of Biomedicine	

**General safety rules**

- Complete the visitor form;
- If provided, always keep your badge in view;
- Always follow the instructions of the Eurac Research staff;
- Never leave the group. If you get lost, return calmly to the building entrance;
- Always keep within the pedestrian areas. Keep your distance from moving vehicles on roadways. Do not run, especially on stairs: here we would ask you to use the handrails and ascend/descend one step at a time. Pay attention to where you put your feet and to any suspended loads. Do not be distracted by using your mobile phone;
- Do not approach or touch machinery, equipment, workbenches or materials. Do not access areas reserved to staff;
- Do not distract any Eurac Research staff not involved in the guided tour;
- Observe any safety signs;
- Always wear Personal Protective Equipment where provided;
- Note the nearest emergency exit;
- Immediately report any anomaly or danger to the Eurac Research staff;
- Smoking is only permitted in the outdoor areas reserved for smokers.

*In the event that there are one or more minors in the visitor group, the accompanying person (parent, teacher or other responsible person) is responsible for their supervision and care. Schools are also required to complete Form B (attendance list) attached to this form.*

**In the event of an emergency**

FIRE / GAS LEAK / EARTHQUAKE...

- Follow the instructions of the Eurac Research staff;
- Leave the area immediately but in good order, following the pre-established routes (displayed in all buildings). *In the event of an earthquake, do not leave the area but take shelter from any falling debris (under a table or door frame);*
- Do not use lifts or hoists;
- Do not take personal items or large or heavy objects with you;
- Do not go back for any reason until the area is declared safe;
- Do not wait near the emergency exits but head for the nearest outdoor assembly point.
- All-purpose emergency number: 112

MEDICAL

- Immediately report any medical emergency to the Eurac Research staff;
- Do not attempt any improvised treatment unless you have proper training: wait for the first aid team to arrive;
- All-purpose emergency number: 112

Eurac Research guarantees that all of its locations have several properly trained first aid and firefighting staff on hand.

Name	Surname
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In my capacity as visitor, I **DECLARE** that:

- I have received, read and understood this notice and will comply with the rules contained herein for the entire duration of the visit to the Eurac Research facilities;
- I will behave in accordance with the principles of lawfulness and respect for the standards of civility during the visit and not in any circumstances behave contrary to the law or to civil legislation in a way that could endanger the safety of myself or of others;
- I discharge Eurac Research and its on-site representatives of any liability, whether direct and indirect, for any material or non-material damage, theft and/or damage to any personal items and/or costs (including legal fees), that might arise therefrom following participation in the guided visit, including as a result of the behaviour of myself or of others;
- I assume all responsibility that might arise from participation in the visit and discharge Eurac Research and its on-site representatives of any civil or criminal liability, including of a joint nature, as a consequence of accidents caused to myself or to any third party during the visit, as well as of any liability as a consequence of damage to property both with reference to all aspects of the experimental area itself, the materials and equipment present, the elements on display therein, etc., and with reference to the property of third parties, and will personally compensate any damage caused by my own behaviour. Accompanying persons will be liable for any damage caused by the unlawful actions of minors.

Date	Signature (person <i>in loco parentis</i> in the case of minors)
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## Privacy Policy

Eurac Research as Data Controller (hereinafter the Data Controller) informs you (hereinafter the Data Subject) in accordance with EU Regulation 2016/679 (GDPR) and the relevant national legislation that your data will be processed solely for the purposes of recording access and the mandatory information for visitors based upon your consent to the processing of your personal data. Your data will be kept for a period of time not exceeding that necessary for the fulfilment of the indicated purposes and in any case only for the time strictly necessary for the fulfilment of the obligations provided for by law, after which period they will be deleted or made anonymous. The provision of data is optional; however, failure to provide such data will mean that it will not be possible to take part in the guided visit. Personal data may be processed by the Health & Safety Officer of Eurac Research and staff at the Institute for Renewable Energy or the Institute for Alpine Environment or Institute of Biomedicine or Institute for the Study of Mummies at Eurac Research, all of whom have been strictly authorised and adequately trained. The Data Controller will not transfer your personal data to any third country or international organisation. There exists no automated decision-making process that might produce legal effects.

Data Controller: Eurac Research, Viale Druso 1, 39100 Bolzano, in the person of its President and legal representative *pro tempore*.

The DPO may be contacted at the following e-mail address: [privacy@eurac.edu](mailto:privacy@eurac.edu)

The data subject has the right to request the Data Controller for access to data concerning him/herself, to rectify or delete such data, to add to incomplete data, to ensure the limitation of processing and portability of data and to submit complaints to the national authority and exercise any other rights recognised by the applicable law (articles 15 ff. GDPR). The right to revoke consent to the processing of personal data is recognised once given.

These rights may be exercised by writing to the following e-mail address: [privacy@eurac.edu](mailto:privacy@eurac.edu).

## Consent of the data subject to the processing of personal data

As a data subject in respect of the processing of personal data, I **DECLARE** that:

- I have received and understood the notice issued by Eurac Research pursuant to EU Reg. 679/2016 and the national legislation and **GIVE MY CONSENT** to the processing of my personal data

Date	Signature (person <i>in loco parentis</i> in the case of minors)
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