



International Institute of Humanitarian Law
Institut International de Droit Humanitaire
Istituto Internazionale di Diritto Umanitario

PROTOCOL WITH COVID PROCEDURES ADOPTED BY THE INTERNATIONAL INSTITUTE OF HUMANITARIAN LAW

In August 2020, before resuming its activities, the International Institute of Humanitarian Law (IIHL) adopted its Protocol on the Rules for Preventing and Containing the Spreading of the COVID-19 (Protocol), as requested by the Italian legislation.

In order to draft the Protocol, there were inspections made by the licensed professional of the Comune of Sanremo in charge of the safety rules for institutions such as the IIHL. This inspection covered all the different working places, both offices and meeting rooms for courses and other events. Having completed his inspections the official prepared a Protocol of precautions and measures that had to be followed in order for the Institute to reopen which are summarised below. This Protocol ensures adherence to all current Italian legal requirements for training and educational establishments in relation to the control of COVID/19.

Protocol Requirements

1. Deep Clean Sanitisation

Prior to the resumption of activity the entire premises of Villa Ormond was subject to a deep clean sanitisation and then certified as being suitable for use.

2. Staff Instructions

The staff working at the Institute were informed and advised about the procedures to be adopted before and during the IIHL activities, in addition to the regular office working hours.

The following rules are part of the adopted Protocol drafted with special attention to the safety of participants attending courses held at Villa Ormond:

3. Access to the premises of Villa Ormond

Body temperature of all participants and teaching staff of the courses will be checked every day before entering Villa Ormond premises. If the temperature is higher than 37,5°, the person will not be admitted. A register log will be kept with all these data at least for 14 days.

The access will be allowed only to those wearing a mask in the correct way (covering nose and mouth). The access to the premises will take place respecting the social distance of at least one meter. All possible entrances to the classrooms will be used to avoid contacts among participants before they sit down to their assigned places.

4. Distance seating in the classrooms

Participants will be seated at least at one-meter distance from each another. Masks will be worn for the whole time at Villa Ormond.

Teaching staff will be provided with face shields to be used during the training sessions.

5. Catering for participants (lunches, coffee-breaks and other)

The access to the catering area will be monitored to avoid unnecessary crowding and people will be seated at the distance of at least one meter. No buffets are allowed and lunch will be served at the table, while single servings will be provided to participants for coffee-breaks. The firm in charge of the catering service is bound by all procedures requested by the Italian law for this type of activity.

6. Cleaning and sanitising of the premises

Special attention will be paid to the cleaning of all premises used by participants, in particular to rest rooms and all other places used in common by all participants.

7. Distribution of sanitising products and relevant signage

At all entrances, suppliers of hand sanitising products will be available, as well as in all classrooms. These suppliers and all the main rules to be respected will be identified and posted on description boards in the language of the course or displayed with self-explanatory sketches.

Participants will be informed about all these procedures and encouraged to often wash their hands and take all other functional precautions to avoid the spreading of the COVID-19.

Sanremo, October 2020