*After compiling, send this document to the following e-mail address:* din.accessi@unibo.it **.**

**Keep in carbon-copy the supervisor of the activity and the Dean of the Industrial Engineering Department, prof. Alfredo Liverani (****alfredo.liverani@unibo.it****).**

*To the Dean of the Industrial Engineering Department*

I, the undersigned prof./eng. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , member of the *(department or other structure of the University of Bologna)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

**ASK THAT**

*(Name and Surname)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

fiscal code nr. (italian tax identification nr.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

with residence address / living place address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

UniBO e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , phone nr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

be authorized to enter Industrial Engineering Department Laboratories/Areas for the following reason: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

from *(date)* \_\_\_\_\_\_\_\_\_\_\_\_ to *(date)*  \_\_\_\_\_\_\_\_\_\_\_\_

Start of the contract: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

End of the contract: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For the specified period the insurance coverage is required: YES □ NO □

University of Bologna credentials are required: YES □ NO □

For this collaborator it is also asked that his/her badge be enabled in the specified period (\*) for the following DIN access points:

*(\*) temporary access enabling can't exceed 12 months.*

**DIN Areas –** Viale Risorgimento 2, 40136 Bologna

☐ Ground Floor and 1st Floor – Machines Area (Str20034.24)

☐ 1st Floor – Technical Physics Area (Str20034.23)

☐ 2nd Floor – Technical Physics Area (Str20034.28)

☐ 2nd Floor – Industrial Plants Area (Str20034.20)

☐ 2nd Floor – Applied Mechanics Area (Str20034.21)

☐ 3rd Floor – Technical Design, Desing and Machine

 Construction, Technology Area (Str20034.19)

☐ 3rd Floor – DIN Administration Office (Str20034.26)

**Mechanics Laboratory –** via Terracini 24, 40131 Bologna

☐ Ground Floor – Main Entrance (Str20000.01)

☐ Ground Floor – Secondary Entrance (Str20000.04)

☐ Ground Floor – Laboratory Workshop (Str20000.02)

☐ 1st Floor – Offices and Laboratories (Str20000.03)

☐ Main Entrance – Alarm code (Str20000.25)

☐ Secondary Entrance – Alarm code (Str20000.05)

**Metallurgy Laboratory –** via Risorgimento 4, 40136 Bologna

☐ Main Entrance and Offices (Str01634.01)

☐ Laboratory in the Basement (Str01634.02)

☐ Workshop Exit (Str01634.03)

**Technical Physics Laboratory –** via Terracini 34, 40131 Bologna

☐ Ground Floor – Main Entrance (Str20000.06)

☐ Acoustics Labs Entrance (Str20000.09)

☐ Basement Entrance (Str20000.11)

☐ Main Entrance – Alarm code (Str20000.07)

☐ Acoustics Lab – Alarm code (Str20000.10)

**Nuclear Engineering Laboratory, Montecuccolino –** via dei Colli 16, 40136 Bologna

☐ Driveway gate (Str01689.01)

☐ Pedestrian gate (Str01689.02)

☐ Main Entrance (Str01689.03)

**Mechanics and Aeronautics Laboratory (Lab. Hangar) –** via Seganti 103, 47121 Forlì

☐ Ground Floor – Main and Secondary Entrance (Str02335.01)

**Professors Offices and Virtual Reality Laboratory –** via Fontanelle 40, 47121 Forlì

☐ 1st Floor – Teaching building (Str01635.02)

☐ “Old” building (ex- ACAG building) – Main and Secondary entrance (Str01635.01)

**CICLoPE Laboratory –** via Giorgio Zoli, 47016 Predappio (FC)

☐ Tunnel entrance (Str02335.03)

I declare that:

* activities involving this collaborator will start only after being authorized (authorization date correspond to the date indicated in this document);
* the collaborator will access DIN areas and laboratories only if covered by requested insurance contract;
* and that I will fulfill all the requirements, as stated by the University of Bologna Regulation on Health and Safety in Workplaces (article nr. 5).

The person for which I ask the authorization to enter DIN Laboratories and/or Areas will attend / has already attended Training Courses on Health and Safety in Workplaces (Italian law on Workers Training, as stated by article nr. 37 of the Text Law nr. 81/08 and according to the specific Agreement between the State and the Local Administrations of the 21/12/2011). Certifications are available upon request.

Date \_\_\_\_\_\_\_\_\_ Responsible of the activity / Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Industrial Engineering Department of the Alma Mater Studiorum – Università di Bologna uses personal and private data of employers and collaborators only for institutional purposes and complying law requirements on personal data protection and treatment (Text Law nr. 196/2003, article 13). Data are collected and used within the limits established by the laws and by University of Bologna Regulations and Statute, applying transparency and fair play principles and restricting this collection only to the strictly necessary data.

The Dean of the Industrial Engineering Department authorizes \* \_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_

*\* The Dean of the Department reply by mail to all the recipients in copy.*