

Guidelines on the reopening of economic and productive activities

by the Conference of Regions and Autonomous Provinces

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ACCOMMODATION FACILITIES AND SHORT-STAYS

These indications apply to hotel, complementary accommodation facilities (e.g. extra-hotel accommodation, short-term rentals), and farm accommodation.

- Provide adequate **information** on prevention measures, also understandable for customers of other nationalities;
 - Body temperature can be detected, preventing access in the event of a temperature > 37.5 ° C;
 - In common areas, it is mandatory to respect the interpersonal distance of at least 1 meter. Therefore, it is necessary to promote and facilitate compliance with this measure and encourage the differentiation of the routes within the structures, with particular attention to the entrance and exit areas. In this regard, it is suggested to add information boards and / or to delimit the spaces (for example, with stickers to be attached to the floor, balls, path markers, etc.);
 - **Interpersonal distancing** does not apply to members of the same family group or cohabitants, nor to persons occupying the same room, nor to persons who, according to current provisions, are not subject to interpersonal distancing (said last aspect adheres to individual responsibility);
 - The desk and reception desk workstation can be equipped with physical barriers (e.g. screens); alternatively, the staff will have to wear the mask in all occasions of contact with users. In any case, favor electronic payment methods and online booking management, with automated check-in and check-out systems where possible;
 - At the end of each work shift, the receptionist must clean the work surface and the equipment used;
 - Guests should always wear a **mask** in closed common areas. In outdoor common areas, the mask must be worn when it is not possible to respect the distance of at least 1 meter, while the employees are required to use the mask always in the presence of customers and in any case in which it is not possible guarantee the interpersonal distance of at least one meter;

- Ensure a wide availability and accessibility to **hand hygiene systems** with hydroalcoholic solutions in various locations within the structure, promoting and enduring frequent use by customers and employees. Eliminate the availability of magazines and informative material of mixed use;
- Each object supplied for use by the facility to the guest must be disinfected before delivery to the guest;
- The use of the elevators must be such as to allow respect for the interpersonal distance, albeit with the mask, providing for any derogations in the case of members of the same family, cohabiting partners and people who occupy the same room, nor to people who according to current provisions are not subject to interpersonal distancing (this last aspect implies individual responsibility);
- Ensure the **frequent cleaning and disinfection** of all rooms and rooms, with particular attention to common areas and surfaces touched with greater frequency (handrails, light switches, lift buttons, door and window handles, etc.);
- Promote the **exchange of air indoors**. For air conditioning systems, it is mandatory, if technically possible, to totally exclude the air recirculation function; if this is not technically possible, the measures for the exchange of natural air must be further strengthened and in any case the cleaning, with the system stopped, of the recirculating air filters must be guaranteed to maintain adequate filtration / removal levels, according to the technical indications referred to in the document of the Istituto Superiore di Sanità;
- For short stays, the measures indicated in this sheet must be applied, for the compatible parts. Upon guest change, we recommend the careful cleaning and disinfection of rooms, furnishings, utensils and, where provided, linen.
- For catering activities, the provisions of the specific sheet apply.