



## Examination period - safety guidelines

To the academic community

The Health and Occupational Risk Service provides some guidelines so that, during the examination period, the safety measures recommended by the General Directorate of Health are ensured, and for which we ask for your attention.

- We reinforce that the use of a mask is mandatory during the stay at UFP, including the stay in the examination room by all occupants of the spaces.
- All exam rooms have the seats to be occupied marked (in yellow). The maximum occupancy is identified in each room.
- The marked seats take into account the foreseen safety distances (lateral distance of at least 1.5 m and, at least, 1 m between rows).
- In the buildings' common areas, the physical distance of 1.5 m must always be maintained.
- Examination rooms should be naturally ventilated before, during and after the examination.
- Examination sheets must be placed on the tables for the designated places and which will be occupied, before students come in.
- At the entrance and exit of the examination, hands should be washed with water and soap or, alternatively, use hand sanitizer available in the common spaces of the University.
- Students must go to the assigned examination room 10 minutes before the examination and follow the teacher/invigilator's instruction to enter the room.
- Examination room seats should be taken starting at the far end of the door(s).
- Students must remain seated until the end of the examination and should only leave after all examinations have been collected by the teacher/invigilator, starting to vacate the room by the seats closest to the door(s).
- After completing the exam, students must leave the University premises using the nearest exit.
- The examination rooms will be cleaned and disinfected before and after the examinations.

Thank you for your collaboration,