



*Autorità di Sistema Portuale
del Mar Tirreno Settentrionale*



Porti di Livorno, Piombino,
Portoferraio, Rio Marina,
Cavo, Capraia Isola

PORTS OF PIOMBINO, PORTOFERRAIO, RIO MARINA AND CAVO PIER

PREVENTION AND PROTECTION PLAN FOR CONTAINING THE SPREAD OF COVID-19

(D.P.C.M.¹. 17th MAY 2020)

1. GENERALITIES

Pursuant to the D.P.C.M. of 17 May 2020 and the related "Annex 15 - Maritime and port sector", and in compliance with the D.P.C.M. of 14 March 2020 and the D.P.C.M. of March 20, 2020, the North Tyrrhenian Port Network Authority's **Territorial Office in Piombino**, adopts this **Prevention and Protection Plan** (PPP). It contains the risk analysis and the necessary measures for containing the spread of Covid-19 in the public areas of the **Integrated Port Services Centre** (IPSC) and Piombino port's **passenger terminal facility**, as well as in the **public areas allocated for passengers and their vehicles** while waiting for ferry departures in the ports of Piombino, Portoferraio, Rio Marina and on the Cavo pier, ensuring the minimum interpersonal distance of 1 m. is respected. Accompanied minors and blind people are excluded from this limitation if accompanied by a person residing in the same household.

The PPP indicates protection and prevention measures tailored to the conformation and organization of the port areas concerned and the services present there. Measures, moreover, that have been developed on the basis of the knowledge and information on epidemiological trends available to date, as well as on traffic forecasts in these ports.

However, the individual responsibility of all port users remains essential both in maintaining the social distancing provided for by national and regional regulations and in implementing the correct hygiene measures and any other conduct aimed at preventing any possible increase in the risk of the Covid-19 infection.

Due to the timetable schedules submitted in accordance with the North Tyrrhenian Port Network Authority Ordinance No. 11 of 15 May 2020, or any different indications from the competent bodies, the PPP may be supplemented or amended, as appropriate, by an Executive Order issued by the Territorial Office in Piombino.

¹ D.P.C.M is the acronym for *Decreto del Presidente del Consiglio dei Ministri* or Prime Ministerial Decree



2. RISK ANALYSIS

The risk analysis is assessed in relation to the layout of the individual ports, the way they are organized and the increase in opportunities for social aggregation due to the reactivation of normal passenger traffic.

For all ports, the operational phase that is most subject to the risk of aggregation is boarding, which is also related to the timing of vessel berthing operations. During disembarkation, however, most users transit through the port area without stopping. In any case, the minority of passengers that stop in the port area even during the disembarkation phase will be managed and subject, specifically, to the preventive and protective measures adopted.

THE PORT OF PIOMBINO

The port of Piombino is a multipurpose port, dedicated to goods and passenger/commercial traffic with the Island of Elba and Sardinia and seasonally with Corsica, with a usable surface area of about 400,000 square meters and about 3.5 km of quays. Over the last few years the port's annual traffic has reached peaks of about 5 million tonnes of goods, over 1 million vehicles and over 3.3 million passengers.

Access to the port and to the services present therein is permitted through three gates, indicated by numbers 1, 2 and 3, as identified and regulated by Ordinance n. 09/07 dated 11 June 2007 issued by Piombino Port Authority (suppressed). This ordinance approved the regulation governing access to and transit in the port, as subsequently supplemented and amended.

The primary risk, with regards to the containment of the spread of Covid-19, is aggregation and the intrinsic non-compliance with the minimum one-meter social distance required by law.

The first assessment point for the aggregation risk is **gate n.1**. Located on the public road *Carlo Alberto dalla Chiesa*, it is the main access gate for the majority of people transiting in the port. It is the first passenger check and re-routing point. From the gate, in fact, you can access both the pre-boarding areas and the car park serving the IPSC and the passenger terminal facility. During high season and/or weekends as well as pre-holidays and public holidays, due to the large number of vehicles, queues may occur near the gate and consequently port users staying in the same place for an extensive period of time.

Other areas that are considered to be subject to the risk of aggregation are the **passenger terminal facility car park**, the **pre-boarding areas**, and the **piers** near the ferry embarkation and disembarkation points.

Particular attention should also be paid to the passenger terminal facility where the shipping company ticket offices, bar, pizzeria, restaurant, newsstand, cashpoint machines, toilets and bazaar are located.



In view of the maximum capacity expected, user flows should be managed and controlled by applying the preventive and protective measures.

Other areas at risk of aggregation are those outside the passenger terminal facility, such as the **walkways**, the **terrace** and all the **common areas**.

All concessionaires present in the aforementioned areas, both inside and outside, shall apply their own prevention and protection measures, along the lines of this plan.

THE PORT OF PORTOFERRAIO

Portoferraio, on the northern coast of Elba, is where the main port on the island is located. This port has a surface area of approximately 50,000m² and about 1.5 km of quays.

Its use is closely linked to scheduled ferry traffic with Piombino, cruise traffic and yachting.

The port is directly connected to the town of Portoferraio, and is accessed from two main roads, *via Calata Italia* and *viale Elba*.

There are no permanent checkpoints either at the entrance or outside the port area.

A small waiting room with toilets is located inside the former *Cromofilm* building and equipped with video cameras monitored 24 hours a day by Piombino Port Security staff.

The primary risk, with regards to the containment of the spread of Covid-19, is aggregation and the intrinsic non-compliance with the minimum one-meter social distance required by law.

On the basis of the layout of the port of Portoferraio, the areas considered to be at risk of aggregation are the pre-boarding areas, the piers near the ferry embarkation and disembarkation points and the aforementioned waiting room.

THE PORT OF RIO MARINA

The port of Rio Marina is used as a terminal for ferries from/to the port of Piombino. The ferries are berthed at the final section of the breakwater, about 80 meters long.

The port covers an area of about 12,000 square meters and is protected by an "L" shaped breakwater. The inner part of the breakwater is quayed at a height of 1 m. above sea level. The final section of the breakwater contains a rocky islet with a turret, at the foot of which there is a small waiting room and a small bar, as well as toilets.

The accessibility to the port is guaranteed by a single access route along the *Voltoni*.

The primary risk, with regards to the containment of the spread of Covid-19, is aggregation and the intrinsic non-compliance with the minimum one-meter social distance required by law.

On the basis of the layout of the port, the areas considered to be at risk of aggregation are the pre-boarding areas and the small waiting room.



CAVO PIER

The Cavo pier is basically for tourists, with some commercial purposes. It is used to berth hydrofoils providing regular services on the Piombino-Cavo-Portoferraio sea leg and, in summer, ferries providing regular services on the Piombino-Cavo route. The pier is also used as a yachting facility.

This open pier has a total length of about 180 meters; it is 12 meters wide in the final section, with a 20m ramp for ferry docking and a berth on the opposite side for fast vessels (hydrofoils).

The accessibility to the port is guaranteed by a single access road directly from the public thoroughfare via Lungomare Vespucci.

The primary risk, with regards to the containment of the spread of Covid-19, is aggregation and the intrinsic non-compliance with the minimum one-meter social distance required by law.

On the basis of the shape of the pier, the only part considered to be at risk of aggregation is the **pre-boarding area**

3. PREVENTION AND PROTECTION MEASURES

The organizational procedures that will be implemented in addition to the prevention and protection measures already in place and/or being implemented envisage, for the ports of Piombino, Portoferraio and Rio Marina, **three levels of management**, according to the degree of intensity of the number of people present and /or expected to be present inside the passenger terminal facility and in the adjoining common parts. The aim is to avoid any form of aggregation of people in transit, in compliance with the social distance (at least 1 meter), by reinforcing the presence of personnel responsible for security services, reception and information to users, as identified below.

As far as the Cavo Pier is concerned, different organizational procedures are foreseen. They are described in more detail below.

The management levels are subdivided as follows:

- **green** management level - expected by default on weekdays;
- **yellow** management level - expected by default on Saturdays and on days when a large number of arriving passengers is expected;
- **red** management level - expected in the case of exceptional and unforeseeable events.

The above levels will be determined on a daily basis by the Port Network Authority's Head of the Safety, Environment and Services Department in Piombino, in consultation with the Manager in charge.



THE PORT OF PIOMBINO

The organizational procedures that will be implemented, as listed in **Annex A**, which is an integral part of the PPP, provide for the following **three levels of management**

1st LEVEL OF MANAGEMENT- GREEN

- ✓ Gate n.1 operational and manned by Port Security operators (normal user verification procedure) - Obligation to stay inside vehicles.
- ✓ V Gate n.2 operational and manned by Port Security operator.
- ✓ Control Room operational H24.
- ✓ Periodical patrol service operational (Port Security Operator).
- ✓ Presence of an appropriate number of disinfectant distributors for constant hygiene and hand cleaning.
- ✓ Ground marking of required routes.
- ✓ Implementation of anti Covid-19 information system on the correct use of personal protective equipment, as well as the conduct passengers are obliged to adopt inside the passenger terminal facility and in the waiting and/or transit areas, by affixing suitable multilingual signs with associated "QR Code" images.
- ✓ Implementation of the "First aid service in the port of Piombino and reception and assistance to people with disabilities and / or reduced mobility (**port-able**)", in accordance with the procedures set out in the Performance Specifications of the Service adjudicated to the Association Confraternita di Misericordia - Onlus.by Managing Director's Provision.81/2019

2nd LEVEL OF MANAGEMENT - YELLOW

In addition to procedures operational for the green level:

- ✓ Gate n.1 operational and manned by Port Security operators (verification of departure time and consequent re-routing of passengers) - Obligation to stay inside vehicles.
- ✓ Access to the pre-boarding areas only one hour before the scheduled departure time.
- ✓ Activation of restrictions on the common areas inside the passenger terminal facility, with a maximum expected presence of 80 users, obligatory entry and exit routes, compliance with the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection.
- ✓ Presence of at least 3 Port Security operators, one at the entrance, one at the exit of the passenger terminal facility and one inside.



3rd LEVEL OF MANAGEMENT - RED

In addition to procedures operational for the yellow level:

- ✓ Implementation of additional Port Security operators, both inside and outside the passenger terminal facility, according to the specific critical factors.

Outside areas (car parks, pre-boarding areas, quays, walkways)

With regards to outside areas, such as walkways, car parks, pre-boarding areas, quays and common areas in general, H24 video surveillance monitoring (Control Room - Port Security) will be active and the operating procedures will remain valid for all three levels of management illustrated above (Green, Yellow and Red), in particular:

- **CAR PARKS:**

- ✓ Parking at the car park adjacent to the IPSC is allowed to all users for a maximum of 2 hours and only in the spaces provided, up to the maximum capacity permitted.
- ✓ If there are no more parking spaces available, through coordination with the "control room" and the operators active at gate no. 1, traffic diversion procedures will be correctly implemented. The recommendations to avoid aggregation and to respect the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection, remain the same.

- **PRE-BOARDING AREAS:**

The pre-boarding areas, as defined and identified by articles 3 and 11 of North Tyrrhenian Port Network Authority Ordinance no. 04/2020, can be accessed from gate 1 only by vehicles with a valid ticket and, at the latest, 1 hour before the vessel is due to depart.

Without prejudice to the management of the pre-boarding areas by the respective shipping companies, in compliance with art. 11 of North Tyrrhenian Port Network Authority Ordinance no. 04/2020:

- ✓ it is recommended people stay in their cars, or close by them, while waiting to embark;
- ✓ In any case, the recommendations to avoid aggregation and to respect the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection, remain the same.



General procedures

Access to the port is subject to the use of masks, even cloth ones, for nose and mouth protection

Inside the passenger terminal facility, there are markings on the ground to facilitate social distancing between users and to avoid crowding in the vicinity of ticket offices, toilets and other services.

Periodic sanitization and sanitation of areas inside the passenger terminal facility and ventilation and/or air conditioning systems is carried out as per Ministry of Health and National Institute of Health specifications.

Particular attention is paid to the daily sanitation of toilets, in addition to the normal cleaning 3 times a day

Shipping companies are made aware of the importance of encouraging people to use online booking systems as widely as possible, limiting ticketing operations in port to a minimum, and of the need to provide users with prior information on the procedures that have been implemented for access to services.

THE PORT OF PORTOFERRAIO

The organizational procedures that will be implemented, as listed in **Annex B**, which is an integral part of the PPP, provide for the following **three levels of management**

1st LEVEL OF MANAGEMENT- GREEN

- ✓ Control Room operational H24.
- ✓ Periodical patrol service operational (n.1 Port Security Operator).
- ✓ Free access to the waiting room and toilets, respecting the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection.
- ✓ Presence of an appropriate number of disinfectant dispensers for constant hygiene and hand cleaning.
- ✓ Obligatory routes clearly indicated with ground markings
- ✓ Implementation of anti Covid-19 information system on the correct use of personal protective equipment, as well as the conduct passengers are obliged to adopt inside the passenger terminal facility and in the waiting and/or transit areas, by affixing suitable multilingual signs with associated "QR Code" images.
- ✓ Implementation of the "First aid service in the port of Piombino and reception and assistance to people with disabilities and / or reduced mobility in the ports of Piombino, Portoferraio, Rio Marina and Cavo Pier (**port-able**)", in accordance with the procedures set out in the Performance Specifications of the Service adjudicated to the Association Confraternita di Misericordia - Onlus. by Managing Director's Provision.81/2019



2nd LEVEL OF MANAGEMENT - YELLOW

In addition to measures operational for the green level:

- Presence, if necessary, of additional Port Security operators in the entire port area (up to a maximum of 3 operators).

3rd LEVEL OF MANAGEMENT - RED

In addition to measures operational for the yellow level:

- Presence, if necessary, of additional Port Security operators in the entire port area (up to a maximum of 6 operators).

Outside areas (car parks, pre-boarding areas, quays, walkways)

With regards to outside areas, such as walkways, car parks, pre-boarding areas, quays and common areas in general, H24 video surveillance monitoring (Control Room - Port Security) will be active and the operating procedures will remain valid for all three levels of management illustrated above (Green, Yellow and Red), in particular:

- **CAR PARKS:**

- ✓ Parking vehicles inside the port is always prohibited in accordance with North Tyrrhenian Port Network Authority Ordinance no. 07/2019, in particular:
 - in all areas where it is not foreseen in these provisions;
 - vehicles that do not display the authorization permit, if provided for, or display it but it has expired or refers to another vehicle;
 - in areas adjacent to terminal entrances, gates, barriers and any access to workplaces, or onboard ships;
 - in the areas of the port where port operations and services are carried out;
 - for vehicles carrying dangerous goods;
 - in general, wherever parking may reasonably be expected to prejudice the smooth running of port operations.
- ✓ the recommendations to avoid aggregation and to respect the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection, remain the same.



- **PRE-BOARDING AREAS:**

The pre-boarding areas can be accessed only by vehicles with a valid ticket and, at the latest, 1 hour before the vessel is due to depart.

Without prejudice to the management of the pre-boarding areas by the respective shipping companies

- ✓ it is recommended people stay in their cars, or close by them, while waiting to embark;
- ✓ In any case, the recommendations to avoid aggregation and to respect the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection, remain the same.

General procedures

Access to the port is subject to the use of masks, even cloth ones, for nose and mouth protection

Inside the passenger terminal facility, there are markings on the ground to facilitate social distancing between users and to avoid crowding

Periodic sanitization and sanitation of areas inside the passenger terminal facility and ventilation and/or air conditioning systems is carried out as per Ministry of Health and National Institute of Health specifications.

Shipping companies are made aware of the importance of encouraging people to use online booking systems as widely as possible, limiting ticketing operations in port to a minimum, and of the need to provide users with prior information on the procedures that have been implemented for access to services.

THE PORT OF RIO MARINA

The organizational procedures that will be implemented provide for the following **three levels of management**:

1st LEVEL OF MANAGEMENT- GREEN

- ✓ Free access to the waiting room and toilets, respecting the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection.
- ✓ Presence of an appropriate number of disinfectant dispensers for constant hygiene and hand cleaning.
- ✓ Obligatory routes clearly indicated with ground markings



- ✓ Implementation of anti Covid-19 information system on the correct use of personal protective equipment, as well as the conduct passengers are obliged to adopt in the waiting room and/or transit areas, by affixing suitable multilingual signs with associated "QR Code" images.
- ✓ Implementation of the "First aid service in the port of Piombino and reception and assistance to people with disabilities and / or reduced mobility in the ports of Piombino, Portoferraio, Rio Marina and Cavo Pier (**port-able**)", in accordance with the procedures set out in the Performance Specifications of the Service adjudicated to the Association Confraternita di Misericordia - Onlus.by Managing Director's Provision.81/2019

2nd LEVEL OF MANAGEMENT - YELLOW

In addition to measures operational for the green level:

- Presence, if necessary, of n. 1 Port Security officer operating throughout the port area

3rd LEVEL OF MANAGEMENT - RED

In addition to measures operational for the yellow level:

- Presence, if necessary, of one additional Port Security officer operating throughout the port area

Outside areas (car parks, pre-boarding areas, quays, walkways)

• PRE-BOARDING AREAS:

The pre-boarding areas can be accessed only by vehicles with a valid ticket and, at the latest, 1 hour before the vessel is due to depart.

Without prejudice to the management of the pre-boarding areas by the respective shipping companies

- ✓ it is recommended people stay in their cars, or close by them, while waiting to embark;
- ✓ In any case, the recommendations to avoid aggregation and to respect the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection, remain the same.

General procedures

Inside the waiting room there are indications on the ground to facilitate social distancing between users and to avoid crowding.

Passengers on foot who have to reach the boarding area will have to follow the walkways marked on the ground in red.



Periodic sanitization and sanitation of indoor areas and ventilation and/or air conditioning systems is carried out as per Ministry of Health and National Institute of Health specifications.

Shipping companies operating in the port of Rio marina are made aware of the importance of encouraging people to use online booking systems as widely as possible, limiting ticketing operations in port to a minimum, and of the need to provide users with prior information on the procedures that have been implemented for access to services.

CAVO PIER

The organizational procedures that will be implemented in relation to the risk analysis carried out for Cavo pier, designed to prevent any form of aggregation of people in transit, in compliance with the social distance (at least 1 meter), will be set out as follows and will only concern the pre-boarding area.

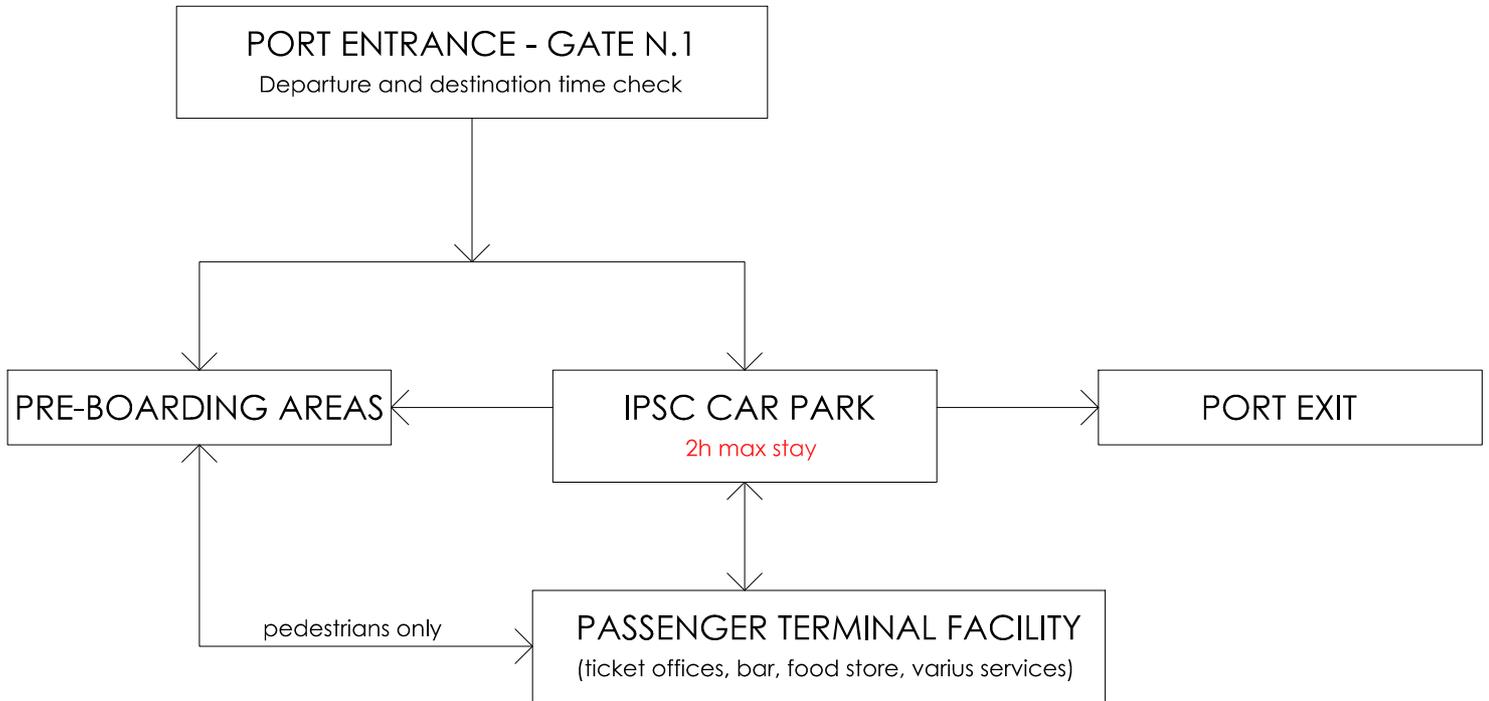
The pre-boarding areas can be accessed only by vehicles with a valid ticket and, at the latest, 1 hour before the vessel is due to depart.

Without prejudice to the management of the pre-boarding areas by the respective shipping companies:

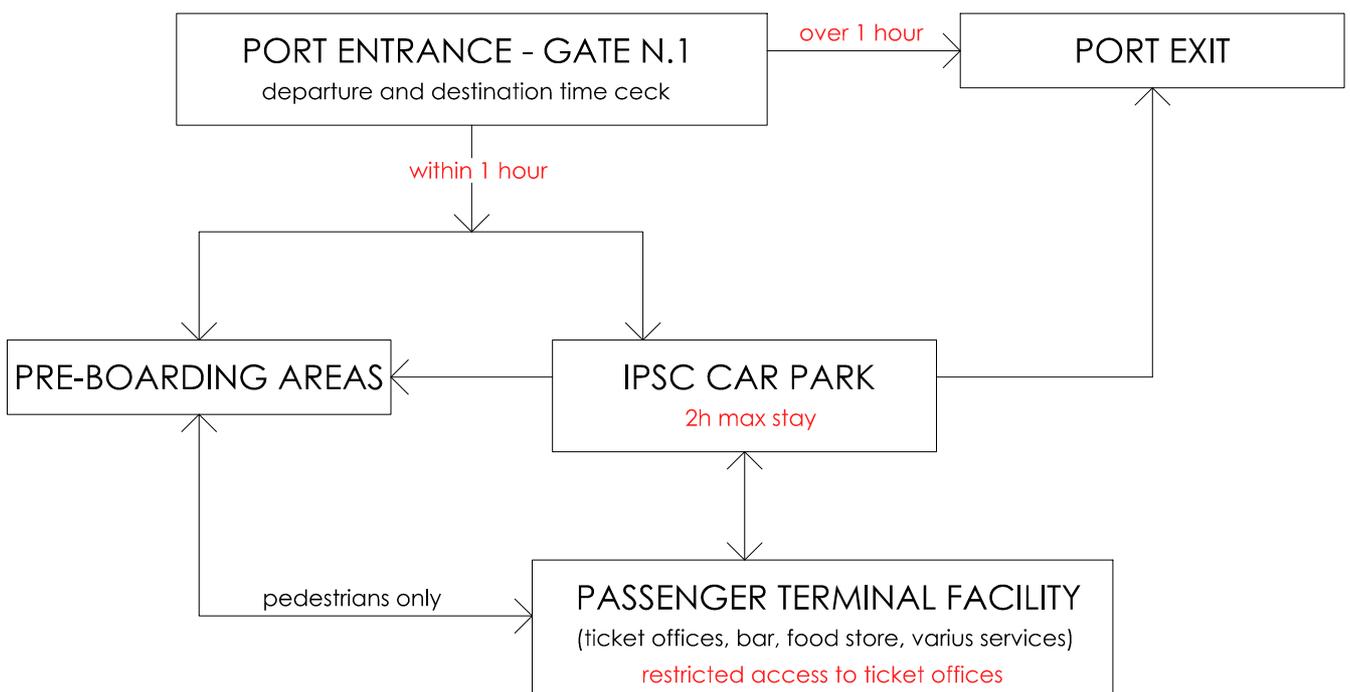
- ✓ it is recommended people stay in their cars, or close by them, while waiting to embark;
- ✓ In any case, the recommendations to avoid aggregation and to respect the established social distance (1 meter) and obligation to wear a mask, even a cloth one, for nose and mouth protection, remain the same;
- ✓ Implementation of anti Covid-19 information system on the correct use of personal protective equipment, as well as the conduct passengers are obliged to adopt in the waiting room and/or transit areas, by affixing suitable multilingual signs with associated "QR Code" images;
- ✓ Implementation of the "First aid service in the port of Piombino and reception and assistance to people with disabilities and / or reduced mobility in the ports of Piombino, Portoferraio, Rio Marina and Cavo Pier (**port-able**)", in accordance with the procedures set out in the Performance Specifications of the Service adjudicated to the Association Confraternita di Misericordia - Onlus.by Managing Director's Provision.81/2019

PORT OF PIOMBINO - FLOW DIAGRAM (Enclosure A)

GREEN LEVEL

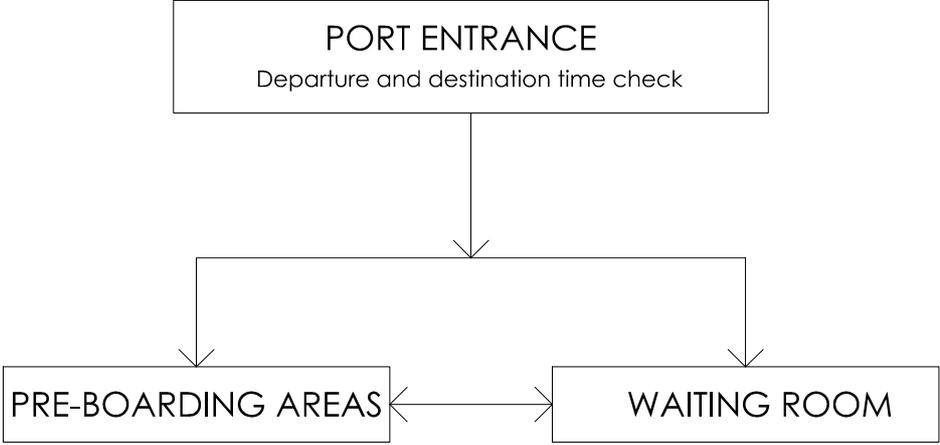


YELLOW AND RED LEVEL



PORT OF PORTOFERRAIO - FLOW DIAGRAM (Enclosure B)

GREEN LEVEL



YELLOW AND RED LEVEL

