

## Different waste

### How to separate waste

	<b>Neutral transparent bag: unsorted waste</b> All the waste that cannot be separated
	<b>Yellow bag: plastic and metal</b> Plastic bottles, tubes and bags, plastic and polystyrene tubs for food, metal tins and tubes for food, cans for drinks.
	<b>Green container: glass only</b> Bottles, jars and vases
	<b>White container: paper</b> Newspapers, magazines, books, notebooks, cardboard boxes, cardboard packagings, paper drink containers.
	<b>Brown container: Food and organic waste</b> Fruit and vegetables waste, meat, fish, kitchen waste, food leftovers, rice, bread, biscuits, pasta and baked food

# Welcome *Residence Spadolini*

 **Via Giovanni Spadolini 12/A**  
**20141 Milano**


 **+39 02552187**

 **[residenzaspadolini@unibocconi.it](mailto:residenzaspadolini@unibocconi.it)**

 **RECEPTION DESK open 24 hours a day**



The **management** may from time to time authorize non-residents to visit rooms, subject to visitors leaving an identification document at reception. Visitors must leave the room and depart the building each day before midnight. ISU Spadolini must be notified of any breach of this rule; it may put in motion the relevant disciplinary procedures. Residents must not have visitors between 11 pm and 07 am.

 **MAINTENANCE OF SERVICE** In the event of failure or malfunction of plant or equipment, it is necessary to submit a request for intervention by an online system that will allow you to be able to personally check the progress of the request. You can access the system through the same login you used to access the calendar online at the following address:



**<http://residenze.unibocconi.it>**

For each problem it is necessary to submit a request, if you have more than one problem you'll have to make more requests.



**LAUNDRY** A laundry room with washers and dryers (1,5 € ) are available on the ground floor.



**CLEANING SERVICE** The rooms are cleaned and the linens are changed **once a week**

It is recommended to use all of the bedding and towels in appropriate manner. Any damage to sheets or to the towels will be charged to the guest's room.



**TELEPHONE** Using the telephone installed in the room, you can call the reception by entering 9.

The reception answers 24 hours a day..In addition, one can receive calls from the outside. The room's telephone number is composed by the residence phone number 02552187 plus the room number (for example room 103 responds to the number 02552187**103**).

Useful numbers: Police – Fire Department – Medical emergency: **112**

Remember what's written in the regulation you have signed:

Students are responsible for maintaining their assigned room in good order, as well as the common areas, furniture and fittings, fixtures and equipment, floors and walls. Università Bocconi staff and residence management may undertake periodic inspections of rooms for service purposes. A second key to each room is available for the use residence management. Residents may NOT install any door locking device in their room other than that which is in place. Spare keys are available in case of lost. Be aware of the fact that losing or breaking the keys will cost you 10 euros as a penalty. The housing beneficiary must leave the room in the same hygienic and sanitary conditions as when it was assigned. Any restoration costs are the students responsibility and may be withheld from the security deposit that was made.



**KITCHEN** We inform all students at the concierge desk that you can see the user manual of induction plates.

*Induction pots logo*



The stoves provided in residence Spadolini are special plans that work with **current induction energy**. Only work with stainless steel suitable for induction.

**Pots, pans** or any other cooking device should therefore **be suitable for the type of equipment supplied** and can be obtained from any dealer specifying the type of cooking product. Never use sheets of aluminum foil together with any cooking device when using. The aluminum merges with the stove and could destroy your device as well as ruin. The plates, if not used properly, may overheat causing a rupture of the electronic board. If episodes as such occur, the management of the residence would be forced to charge the cost of repairing damage. Be sure to turn off the stove when you're done using it.



**WIFI INTERNET ACCESS** connection is available in the residence , personal student login and password are provided by the reception at the check-in.



**WASTE AND TRASH HANDLE**

**EVERYONE HAS THE DUTY TO SEPARATE THEIR WASTE ACCORDINGLY. IT IS A MANDATORY DUTY TO SOCIETY AND TO FUTURE GENERATIONS, BUT IT IS ALSO AN OBLIGATION FOR LOCAL AUTHORITY REGULATORS AND THE LAW. THERE ARE FINES IMPOSED ON THOSE WHO DO NOT ABIDE BY THE LAW.**

The rubbish bins for glass and paper are located on each floor. All the students are requested to not leave bags or other kinds of containers out of the trash cans.

*Enjoy your stay*