

November 25, 2021

To all faculty members and other staff

Notice on the Revision of Tokushima University's Basic Policy on Countermeasures against COVID-19

The above basic policy has been further revised as follows.

In order to prevent rebound due to new mutant strains and deregulation, please thoroughly implement basic infection control measures such as physical condition management, wearing correct masks, hand disinfection, and avoidance of 3 Cs, regardless of whether you have been vaccinated or not.

We will consider our future response while being on alert concerning the status of outbreak, and will announce any revision to the basic policy in due course.

Target Period: For the time being

1. Restriction on holding and participating in events and meetings (excluding those in which people gather only virtually, such as online events)

When holding or participating in events and meetings which could involve a high risk of cluster infection due to closed spaces, crowded places and close contact settings, thorough measures to prevent infection must be taken. Special caution is called for in the case of events and meetings requiring nationwide travel of participants.

① Holding events hosted by Tokushima University

For BCP level 2 and above, we recommend that you hold it online or on-demand. For indoor events, the number of participants must be limited to 1,000 at maximum per event, filling 50% or less of the capacity; for outdoor events, the number of participants must be limited to 1,000 at maximum, with a sufficient distance (desirably 2m) secured between participants. For BCP level 3 and above, gathering events are prohibited.

Events (including meetings) that include participants from designated areas for priority measures such as diffusion prevention or areas subject to a state of emergency (hereinafter referred to as "designated areas") are requested to be canceled or refrained from doing so. However, for meetings and other visits necessary for business, it is possible to visit the university if 14 days or more have passed since the second vaccination date or if a negative test result can be confirmed *.

* The national vaccine / test package system guidelines apply mutatis mutandis.

If it is necessary to hold an event that is larger in scale than the above due to unavoidable circumstances, a written statement of reason (in any form) specifying the necessity to hold the event and the measures to be taken to prevent the spread

of infection must be submitted in advance to the Director of the Tokushima University Crisis Response Headquarters (the President) to obtain the approval of the Headquarters (where to submit: General Affairs Division, General Affairs Department)

② Participation in events hosted by other organizations

Avoid participating in events for which infection prevention measures are not appropriately taken.

2. Traveling abroad

In principle, traveling abroad for business or training purposes is prohibited, and traveling abroad for private purposes should be avoided.

① If faculty members and other staff return from abroad, they will be prohibited from attending work (for 14 days) and required to check their health conditions.

② If students return from abroad, they will be required to stay home (for 14 days) and check their health conditions.

3. Travel for business or training purposes and private trips in Japan

When traveling to other prefectures for business or training purposes or for private trips, faculty members and other staff should check the latest information announced by the prefecture you are visiting and be prepared according to the level of infection risk, such as taking thorough infection prevention measures, or cancelling the travel to the area where an alert for the spread of infection is issued.

As a general rule, business trips and training to designated areas are prohibited. Also, refrain from private trips to designated areas.

However, if 14 days or more have passed since the second vaccination date, it will not be subject to prohibition or refrain, and ① and ② will be exempted.

① Faculty members and other staff

If it is necessary to traveling to designated areas for business or training purposes due to unavoidable circumstances, a written statement of reason (in any form) specifying the necessity to hold the event and the measures to be taken to prevent the spread of infection must be submitted in advance to the Director of the Tokushima University Crisis Response Headquarters (the President) to obtain the approval of the Headquarters. When you make a private trip to the designated area, please submit a notification (in any form) in advance.

(where to submit: General Affairs Division, General Affairs Department)

If you travel to a designated area, please **stay at home for 14 days from the day after returning to Tokushima Prefecture** as a health confirmation period.

Instructions regarding the 14-day period of observation of health conditions required of faculty members and other staff while staying home.

During the period of observation of health conditions, faculty members and other staff are, in principle, required to stay home, refrain from all non-essential, non-urgent outings, and check their temperature and other health conditions. If they have no health problems, they should act as instructed below.

① Faculty members

- They are recommended to give remote classes from home.
- If they can find their own rooms or other isolated spaces on campus, they are allowed to work in such spaces, provided that they have minimal physical contact with others and basically use only email and the telephone for communications. When coming to work, they should commute by car, bicycle or foot, avoiding contact with others as much as possible.

② Other staff members

- They are required to work from home to the extent possible.
- If they can find their own rooms or other isolated spaces, they are allowed to work at such spaces, provided that they have minimal physical contact with others and basically use only email and the telephone for communications. When coming to work, they should commute by car, bicycle or foot, avoiding contact with others as much as possible.

② Students

If you have to travel to the designated area, please **stay at home for 14 days from the day after returning to Tokushima Prefecture** as a health confirmation period.

Faculty members and other staff working at the University Hospital should follow instructions given by the hospital. However, students who receive education at medical care facilities should follow the instructions given by their facilities.

※ Faculty members and students residing in the designated area are also requested to secure a health confirmation period according to ① and ② if there is a trip between the area and Tokushima Prefecture.

4. Classes

Follow the "Policy for Conducting Classes for Academic Year 2021" and other notices based on the instructions on "Students' education and research activities" in the BCP.

5. Points to Keep in Mind

- ① This policy is a minimum measure for the university. If your faculty has its own measures, follow them.

- ① If you have any health problems, please act as instructed in the “Flow Chart on Measures for Work in Case of Suspected COVID- 19”. Do not come to work if you have a fever or other symptoms (you are ordered to stay on standby at home or placed under compulsory leave (both treated as paid leave)).
- ③ Avoid 3-Cs (closed spaces, crowded places, and close-contact settings), and check your temperature and other health conditions.
- ④ We recommend wearing a non-woven mask
- ⑤ Eating and drinking with singing and eating for 5 or more people (except for family) is prohibited. However, eating and drinking is permitted in the following cases.
 - When the local government does not request the restaurant to shorten the time and prohibit the provision of alcoholic beverages.
 - When the vaccine / test package system is applied
- ⑥ The risk of infection in smoking areas has been pointed out, so please be careful if you smoke.
- ⑦ Keep your activity record and use a mobile application that notifies you of the possibility of contact with infected people.
 - COVID-19 Contact-Confirming Application (COCOA) (Ministry of Health, Labour and Welfare)
https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/cocoa_00138.html
 - Tokushima COVID-19 Information System (Tokushima Prefecture)
<https://www.pref.tokushima.lg.jp/ippannokata/kenko/kansensho/5038390/>
- ⑦ **When you or your family members have a PCR test due to fever or close contact with an infected person, please let us know immediately with the contact information below.**

Contact

faculty members and other staff

General affairs offices of their faculties and departments

students

(Josanjima Campus)

- Faculty of Integrated Arts and Sciences, Educational Affairs Office phone:088-656-7108
- Faculty of Science and Technology, Educational Affairs Office phone:088-656-7315
- Faculty of Bioscience and Bioindustry, Educational Affairs Office phone:088-656-8021

(Kuramoto Campus)

- Faculty of Medicine, Educational Affairs Office phone:088-633-7982
- Faculty of Medicine, School of Health Sciences, Educational Affairs Office phone:088-633-7030
- Faculty of Dentistry, Educational Affairs Office phone:088-633-7310
- Faculty of Pharmaceutical Sciences, Educational Affairs Office phone:088-633-7247

6. Others

For information on the COVID-19 outbreak situation in Japan, please visit the following website. Ministry of Health, Labour and Welfare (About Coronavirus Disease 2019 (COVID-19))

https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000164708_00001.html
(English: https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/newpage_00032.html)

COVID-19 Information and Resources (Cabinet Secretariat)
<https://corona.go.jp/en/>

[Inquiries about this policy]
General Affairs Division, General Affairs Department
TEL: 088-656-7005 (ext. Shinkura, 81-7005)
Email: soumukachou@tokushima-u.ac.jp