

Call for Caution Regarding the Novel Coronavirus (Ver.7)

Mar. 23, 2020

To all Students and Staff

President, Kochi University of Technology

<Major addition to the past notices>

- The conditions to participate in university-related activities has been changed **【Items3】**
 - “Fever” is now considered over 37.5 °C
 - If his/her housemate has a close contact with infected person OR he/she is asked to take medical checkup by a public health center, he/she is not allowed to participate in university-related activities
 - He/she must contact KUT in case of failure to meet the 1st and 2nd conditions among those stated in “3. University-related activities” **【Items7】**
 - All university-related activities correspond to the cautions stated in **【Items 4】** should be cancelled for the time being.
 - The following countries has been categorized as Level 2 or higher on "Overseas Travel Safety Information" web site provided by the Ministry of Foreign Affairs of Japan) **【Items 3, 8, 9】** :
 - Almost all countries in Europe, Egypt, USA
- Note: UK, Ireland, Egypt and some European countries are added after Ver.5
USA is added after Ver.6

As you know from media, the novel coronavirus has been rapidly spreading across Japan. Some cases of COVID-19 infection are confirmed in Kochi prefecture as well. The World Health Organization (WHO) described the situation as a global pandemic.

Under these circumstances, all the students and staff of KUT are requested to follow the measurement described below to avoid catching or spreading the virus.

1 Everyday preventive actions

- 1) Take enough sleep and well-balanced diet of nutrition to increase your immunity.
- 2) Wash your hands with soap and water frequently. Using alcohol-based hand sanitizer gel is also effective. The virus within droplets may stuck on the surface and others can be infected by touching their mouths, nose, or possibly, eyes, after touching the surface that has the virus on it. Possible channels of such transmission include hand straps of trains and buses, doorknobs, switches and buttons.
- 3) Dry air will cause a reduction of defense function of the mucous membrane of the throat. Try to keep a proper humidity (around 50%-60%). Humidifier is one of the most reliable appliances. It is also effective to wash your mouth frequently.
- 4) Try to avoid visiting packed places. Wearing a facemask might help avoid catching droplets emitted from others when you have to be in a clouded rooms.
- 5) When you have symptoms such as coughs and sneezes, please wear a mask or cover your mouth and nose properly. If you cover coughs and sneezes with your hands and touches objects around you with those hands, there is a chance of spreading virus via those objects.
- 6) Let some fresh air in your room every one to two hour.
- 7) Check your health condition and measure your body temperature every morning

2 In case of flu like symptoms

- 1) If you feel unusual with cold symptoms, refrain from going out and keep stay in your house.
- 2) Please contact with the Counseling Center for Coronavirus Disease and see a doctor at designated hospital if you have had cold symptoms or a fever of 37.5° C or over for four days or more, or if you have a strong feeling of weariness (fatigue) or shortness of breath (difficulty breathing)
- 3) Refrain from visiting multiple clinics or hospitals.

3. University-related activities

All students and faculty members who conduct any university-related activity on or off campus must meet all the three condition below. Those students and faculty members who do not meet any one of the following condition must stay at home:

- 1) He/she has no symptom of the coronavirus, nor he/she has had close contact with infected person.
- 2) He/she has not been to any of the following countries (area), nor he/she has had close contact with someone from these area in the past 2 weeks:

China, Hong Kong, Macau, Korea, Iran, and almost all countries in Europe, Egypt, USA (As of Mar.23th)

-The above mentioned countries are where are categorized as level 2 or higher on “Oversea Travel Safety Information” website provided by the Ministry of Foreign Affairs.

<https://www.anzen.mofa.go.jp/>

- 3) He/she has no symptom of the following:

Fever 37.5°C, Cough, Sneez, Runny nose, Nasal Congestion, Sore throat, Phlegm, Cold symptoms, Fatigue, Shortness of breath

* Expect for the symptoms you are aware of the cause, such as fey fever

4. Cautions regarding university-related activities

All activities correspond to the following cautions issued by the Ministry of Health, Labor and Welfare should be cancelled for the time being.

<Cause to prevent the mass infection >

Avoid the places where the following three conditions may occur

- 1) Poorly ventilated
- 2) Spaces where people gather closely together
- 3) Places where an unspecified number of people are likely to come into contact within arm's reach

5. Joining events and sports festival etc.

KUT requires all students and faculty members:

- 1) Refrain from organizing/ joining events and/or official sports festival
- 2) Refrain from holding events with other university's circles and/or practice matches
- 3) Refrain from joining sports practice and/or camp outside of KUT which are conducted in a large group

* Please give the first priority to the prevention of the spread of infection and avoiding the risk.

6. Attendance of faculty and staff

- 1) Judge yourself whether you should work or not according to the above mentioned KUT measure.

Please consult with personnel section and your direct supervisor about your leave based on the notice by the chancellor as of March 2nd.

- 2) Refrain from any business trip and holding any events unless it is urgent.

7. Condition to participate in university-related activities

He/she must contact KUT in case of failure to meet the 1st and 2nd conditions among those stated in “Item 3. University-related activities”

(Contact for Students: Student Affairs Section,
Contact for Faculty and Staff: Personnel Section)

8. Visiting to/from oversea countries

1) Refrain from visiting those countries stated in “Item 3. University-related activities”

(Those countries which are categorized as Level 2 or higher on "Overseas Travel Safety Information" web site provided by the Ministry of Foreign Affairs):

2) Refrain from inviting anyone, including business partners/guests, family members and friends, from the above mentioned countries

3) If you visit/invite someone to/from the above mentioned countries due to unavoidable circumstances, you must notify the International Relations Section to arrange 14 days stay which shall be performed upon your return.

4) When you go abroad, you must confirm the risk information on "Overseas Travel Safety Information" web site provided by the Ministry of Foreign Affairs of Japan and also register Tabi-reji provided by the ministry.

9. If you have close contact with someone from countries where the infection is quickly spreading

1) If symptoms, such as fever and cold, appears within 2 weeks after you have close contact, please avoid contact with others, wear a face mask and report to the Counseling Center for Coronavirus Disease

2) Please stay at home for 2 weeks even if you do not have any symptoms. You are not allowed to join any university-related activities. When you need to go out or see someone due to unavoidable circumstances, you must wear a face mask.

【Contact】

*If you have had cold symptoms or a fever of 37.5°C or over for four days or more, please consult with the Counseling Center for Coronavirus Disease:

The Counseling Center for Coronavirus Disease

https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryuu/covid19-kikokusyasessyokusya.html

The Counseling Center for Coronavirus Disease, Kochi

TEL: 088-823-9300 Open hours: 9:00-21:00 everyday

<https://www.pref.kochi.lg.jp/soshiki/130401/2020020300117.html>

*If you fail to meet the 1st and 3rd conditions among those stated in “3. University-related activities”

Student Affairs Section (Students) TEL: 0887-53-1118 Email: student@ml.kochi-tech.ac.jp

Student Affairs Section (Faculty and Staff) TEL: 0887-53-1112 Email: personnel@ml.kochi-tech.ac.jp

*If you are planning to visit/invite someone to/from any of those countries where the infection is rapidly spreading

International Relations Section

TEL : 0887-53-1130 Email : international@ml.kochi-tech.ac.jp

*If you have any trouble in giving or attending classes due to the requested stay home

Educational Affairs Section

TEL : 0887-53-1113 Email : academic@ml.kochi-tech.ac.jp

【Related website】

Ministry of Health, Labor and Welfare

https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/newpage_00032.html

"Overseas Travel Safety Information" web site provided by the Ministry of Foreign Affairs of Japan

<https://www.anzen.mofa.go.jp/>

"Overseas Travel Registration" service provided by the Ministry of Foreign Affairs of Japan

<https://www.ezairyu.mofa.go.jp/>



Please cooperate in measures against infectious diseases.

The basic measures against infectious disease, as well as the novel coronavirus, are **washing hands** and **“coughing manners”** including wearing a mask.

1. Washing hands

Correct way to wash hands.



1 After thoroughly wetting your hands with running water, apply soap and rub the palms well.



2 Rub the back of your hands up and down.



3 Thoroughly rub the fingertips and nails.



4 Wash between your fingers.



5 Twist and wash your thumbs with the palms of your hands.



6 Don't forget to clean your wrists.

Before washing hands

- Keep your fingernails short.
- Remove wristwatches and rings.

After cleaning with soap thoroughly rinse with water and wipe dry with a clean towel or paper towel.

2. “Coughing manners”

Three “coughing manners”

- Observe the manners on a train, at work, school or wherever people gather.



Coughing or sneezing without shielding your mouth or nose.

Using your hands to cover coughs or sneezing.



Wear a mask. (covering mouth and nose)

Cover your mouth or nose with a tissue/handkerchief.

Cough or sneeze into your sleeve.

Correct way to wear a mask.



1 Ensure both your nose and mouth are covered.



2 Place the rubber string over your ears.



3 Cover up to your nose so there are no gaps.



Ministry of Health, Labour and Welfare



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