

Guideline for resuming research activities with preventing COVID-19 in Uji campus
Uji campus COVID-19 emergency Headquarters

Objective

To resume research activities with minimizing the decline in function of Uji campus and its surrounding areas under the circumstance that COVID-19 infection is well controlled.

1. Principle

- Follow the Kyoto University's Policy on the Novel Coronavirus (COVID-19)
- Practice a "New lifestyle" announced by the government of Japan.
- Reduce risk of COVID-19 infection with controlling your behavior.
- Manage your health condition to prevent the COVID-19.

2. Attendance to the Campus

- Work and study at home as much as possible. (Online meetings, etc.)
- Lower the density of persons in your office or lab by a rotation workstyle etc.
- Avoid contact opportunities by flexible-time working and commuting by bicycle, car and etc. without using public transportations.

3. Office and Lab condition for preventing COVID-19

- Avoid the 3 Cs and sharing items and equipment.
- Act to avoid the infection
 - ◇ Hand washing/disinfect your hands, coughing manner, keep the social distancing (about 2m), and ventilate rooms. Items, equipment and spots used by multiple people should be cleaned with disinfectant.
 - ◇ Sanitize hands before entering a room.
 - ◇ Discussions, seminars, and collaborative works with multiple people should be minimized. Online meetings recommended.
 - ◇ Limit the number of people staying in a room at the same time.
- Observe above mentioned protection when holding meetings. If it is difficult, consider postponement and cancellation of the meeting.
- Follow advices from industrial physician and Environmental Safety Management Center.

4. Observe and manage member's health condition

- Take your lab/office member's temperature and check their health condition every day. Record the data (or report it to your institute).

- If your lab/office member has a fever or other poor physical condition, make the person not to come to the Campus. Suggest the person to see a doctor and take an early medical check.
- Recommend your member to record their daily range of actions including using shared rooms.
- Request your member to report to your lab when they take a medical examination for COVID-19.

5. Event including research seminars

- Consider below when holding small events (100 people or less) in addition to protections mentioned above.
- Take basic infection countermeasures to prevent the spread of infection. Avoid the 3Cs. Ventilate rooms, keep a social distancing, and limit the attendance of people. Be sure to wash hands with disinfectant and wear a mask.
- Require health observation before and after the event to the participants.
- Follow advices by industrial physician, Environmental Safety Management Center and public health center.

6. Cases of an infection discovered

See Attachment.

7. How to return to lab or work after an infected person recovers

- Infected person and close-contact person:
Follow the Kyoto University's Policy on the Novel Coronavirus (COVID-19).
 - The patient with cold-like symptoms:
Follow the Guideline for returning to work for persons who standby at home with cold-like symptoms
- This guideline was made on May 21, 2020 after cancellation of declaration of a state of emergency.
Therefore, this guideline will be renewed by changing the policy of government and Kyoto University.

Revised July 29, 2020