

ATTN: All Staff

Ongoing Prevention Measures regarding the Novel Coronavirus (COVID-19)

March 30, 2020

We ask that you carefully read the following and take measures to prevent the spread of COVID-19.

The COVID-19 virus is invisible. Young people in particular display no symptoms even if infected. They could unwittingly transmit it to others, leading to it spreading to their families and the community in general. If this happens, the number of patients could abruptly increase, elderly patients could die, and Japan's medical institutions could become overwhelmed.

The data we have so far for Japan suggests that about 20% of those infected will transmit the virus to others. It has been determined that the most dangerous actions in terms of infection are staying in enclosed, crowded, poorly ventilated spaces, or speaking to others at arm's length distance or closer.

Important Measures

- Please cancel or postpone meetings in places where there exists an elevated risk of infection, such as social gatherings, meals, etc. Instruct students to cancel or postpone extracurricular activities.
- Due to the risk of infection, please cancel overseas business trips (including private trips and the welcoming of those from outside the university). In addition, please refrain from making unnecessary and non-urgent business trips within Japan (including private trips and the welcoming of those from outside the university) for the time being. Arrange to meet online and conduct other activities online as much as possible. Instruct students to do the same.
- If you must hold activities indoors, limit the number of people, ensure there is ample space, and curtail the time of the activity as much as possible. However, such limitations do not apply if activities are being held outside, or indoors with sufficient ventilation, or if the activities are performed alone.
- With regard to practical experience, etc., each department should consider discontinuing or postponing it for the time being. Please be flexible in the handling of credit recognition and so on. In cases where practical experience is being carried out at other institutions, please follow the guidance provided by the partner universities.
- In addition to observing infection prevention measures (thorough hand-washing, using hand sanitizer, covering your mouth when coughing, keeping rooms ventilated etc.) please monitor your health. If you have cold symptoms or a fever (37.5°C or above), or you feel that your senses of smell and taste are unusual, please stay home.
- The Japanese government recommends that if you have cold symptoms or a fever of 37.5°C or above for 4 or more days in a row, you should undergo a consultation by phone. Please phone the call center (022-211-3883), follow their instructions, and then report your situation to your department's General Affairs section. When arranging a consultation at a medical facility, phone them first. Wear a mask and avoid public transportation when going to the consultation.

The above measures were due to be in effect until late March, but as the spread of the infection has continued, they will continue to be in effect for the time being.

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