

Guidelines to Prevent the Spread of COVID-19

(For all UTokyo students, faculty and staff)

All UTokyo members are requested to follow the below guidelines to make the university campus a safe place to conduct research and educational activities.

[IMPORTANT] Be sure to measure your temperature on the day you plan to come to the university. Please refrain from coming on-campus if you feel unwell, such as feeling tired or feverish. We recommend that you continue to fill out the following website for your health management.

Health Management Report Form: <https://www.u-tokyo.ac.jp/ja/general/healthcheck.html>

1. Everyday precautions

(1) Implementation of basic infection control measures

- Wear non-woven masks, which are the most effective, correctly, wash hands diligently and disinfect fingers, avoid the 3Cs



(3) Going out and holidays

- With the cases of infection on campus, many cases have been caused by having meals and drinking parties. Cases of infection spreading from asymptomatic persons have also been reported. When having meals as a group, refer to the standards set by the local government, keep the number of people down, and always wear a mask when talking.
- Refrain from activities that are prone to droplet and aerosol infections. If absolutely necessary, make sure to take maximum infection control measures.
- Consider shifting when you visit home or traveling to avoid "denseness" (peak, crowded periods).

(2) On campus

- Record your activities on campus
Example: Places you visited (classrooms, laboratories, meeting rooms, offices, etc.); people with whom you had close contact (generally, within 1 meter for at least 15 minutes).
- Open windows and doors of classrooms, etc. to keep them well ventilated.
- To avoid crowding, maintain a social distance from the person you are sitting next to in the classroom, etc.
- In the dining hall, avoid sitting face-to-face and refrain from talking while eating.
- When using shared spaces, such as the dining halls, libraries, and common rooms, remember to wash your hands and use hand sanitizer frequently.



Stay Home



Avoid gatherings in crowded places



Avoid gatherings in close contact settings



Avoid gatherings in closed spaces



Ventilation



Coughing etiquette



Wash hands

2. If you get infected with the novel coronavirus

Report to the contact person of your department immediately.

Be ready to provide information on:

- Time of onset, symptoms, and positive finding date
- Cause of infection, circumstances
- Instructions from the public health center, consultation center or medical institution to you and others
- Record of your activities on campus **for the 2-days before the onset and 2-days prior to** when the sample that tested positive for the coronavirus was collected (places you visited, people with whom you had contact)
- Public health center, consultation center, medical institution you consulted (name, staff in charge, contact details)

3. If you are a close contact or suspected of being a close contact

(1) If you are considered a close contact of a person with COVID-19

- [Quarantine at home](#) and make sure to follow the instructions from the public health center when they contact you.
- [Report to the contact person of your department](#) immediately.
- Generally, you will have to stay home **for 7 days from the day you were most recently in contact with the infected person**. During this period, take your temperature every morning and night, and monitor your health carefully. If you show any severe symptoms, such as difficulty in breathing (dyspnea), fatigue (malaise), high fever, etc., please consult the Health Service Center by phone before consulting a medical institution. If you contact an off-campus consultation center first, such as during the night or holiday (refer to 4 below) please report the results to the contact person of your department. Please continue to check your health condition by measuring the temperature, avoid using high-risk places, eating meals, and take measures against infection such as wearing a mask for at least 10 days.

(2) When you are likely to be a close contact

- Even if you do not receive notification from the public health center, **if you make a contact that falls under the definition of "close-contact" below, please wait at home without going to work and immediately report it to the contact person of your department.**

<Definition of "close contact"> National Institute of Infectious Diseases "Guidelines for conducting an active epidemiological survey on patients with COVID-19 infections" (May 29, 2020 Preliminary version)

- * You are living with the patient (confirmed case) or have been in long-term contact (including being in a car, in an aircraft, etc.).
- * Persons who have been examining, nursing or caring for a patient (confirmed case) without appropriate infection protection.
- * Persons who are likely to have come into direct contact with contaminants such as airway secretions or body fluids of the patient (confirmed case).
- * Others: Persons who have been in contact with the patient (confirmed case) for 15 minutes or more at a distance that can be touched by hand (1 meter as a guide) without the necessary infection prevention measures. (Comprehensively judge the infectivity of the patient from each individual situation.)

(3) If a household member is considered a close contact

- Continue to monitor your health and **stay home if you do not need to come to campus**.
- If any symptoms appear in the household member exposed to the coronavirus, stay home and consult the public health center.

(4) If you get a notice from COCOA (COVID-19 Contact Confirming Application)

- Follow the instructions on your device.
- [Report to the contact person of your department](#) immediately.

4. If you are not feeling well

- If you have a fever or symptoms such as malaise, cough, sore throat, or loss of taste or smell
⇒ [Report to the contact person of your department](#).
- Please consult the Health Service Center about seeing a doctor, and the need for testing and treatment.

- The University of Tokyo Health Service Center (<http://www.hc.u-tokyo.ac.jp/en/>)
[Hongo] TEL: 03-5841-2579
[Komaba] (Students) TEL: 03-5454-6180, (Faculty and Staff) TEL: 03-5454-6166
[Kashiwa] TEL: 04-7136-3040

- If the Health Service Center is closed, such as at night or during holidays, please call the appropriate consultation center below for consultation by phone.

- COVID-19 consultation centers
TOKYO Tokyo Coronavirus Support Center for Foreign Residents (TOCOS)
(https://www.seikatubunka.metro.tokyo.lg.jp/chiiki_tabunka/tabunka/tabunkasuishin/0000001452.html)
[Weekdays (10:00 – 17:00)] TEL: 0120-296-004 (toll free)
- CHIBA AMDA Medical Information Center (<https://www.amdamedicalcenter.com/activities>)
[Weekdays (10:00 – 15:00)] TEL: 03-6233-9266
- SAITAMA Coronavirus Hotline for Foreign Residents (<https://sia1.jp/en/topics/coronahotline/>)
[24 hours including weekends and holidays] TEL: 048-711-3025
- KANAGAWA Phone Counseling Services (https://www.pref.kanagawa.jp/docs/k2w/covid19/en_call.html)
[Seven days a week (around the clock)] TEL: 0570-056774
* Residents of Yokohama City, Kawasaki City, Sagami City, Yokosuka City, Fujisawa City and Chigasaki City & Samukawa Town are advised to visit the website of the respective municipal office.
- Call center for foreign travelers (https://www.mlit.go.jp/kankocho/news08_000311.html)
[24 hours, 365 days] Japan Visitor Hotline TEL: 050-3816-2787

- Your nearest medical institution, primary care doctor
- If you consult a medical institution as directed by the Health Service Center or other consultation center, please report the results to the contact person of your department.