

# 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.**

## 1. Everyday precautions

### (1) Implementation of basic infection control measures

- Wash hands diligently and disinfect fingers, avoid the 3Cs



- **Wear masks properly (non-woven fabric mask is recommended)**

- \* Masks do not need to be worn outdoors if an appropriate distance can be maintained from others, or if not, so long as you are not having a conversation with each other.

### (2) On campus

- 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.



### (3) Going out and holidays

- Regarding 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**.

## 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 the date you tested positive
- 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.
- Even if you do not receive explicit instructions from the public health center, [you basically will have to remain 7 days at home, etc., with the day of the last contact with the infected person as day zero \(0\)](#). During that time, pay close attention to your health condition by measuring your body temperature every morning and night, and if you have any of strong symptoms such as dyspnea (dyspnea), strong fatigue (malaise), or high fever, please consult with your family doctor or contact point that is listed in your local government's website. If you find out that you are infected with the coronavirus following your consultation, please report it to the contact point of your department. [If a negative result is confirmed on the 4th and 5th days from tests at a medical institution or a test using an antigen qualitative test kit<sup>\(\\*\)</sup>, you may return to school or work from the 5th day but only limited to cases where there is an unavoidable work or educational reasons once you have reported to the contact point of the department to which you belong. However, in either cases, you should continue to check your health condition by measuring the temperature, and take measures against infection by avoiding high-risk places, eating meals in large groups, etc., wearing a mask, etc., until 7 days have.](#)

(\*) Be sure to use an antigen qualitative test kit (using a nasopharyngeal sample or a nasal cavity sample) for an in vitro diagnostic drug approved by the regulatory affairs. The inspection shall be at your own expense.

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

- [If you have been in contact with an infected person who falls under the definition of "close contact", such as a family member living with you has become infected or you have talked while eating or drinking without wearing a mask with someone that has been infected, etc.,](#) during the infectious period (from 2 days before the onset date to being diagnosed with the coronavirus and being isolated, or from 2 days before the day when the sample was collected to being isolated after being diagnosed with the coronavirus in the case you have no symptoms), [please remain at home, etc. without going to school or work, and immediately report it to the contact point 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" (November 29, 2021 Preliminary version)

- \* You are or were 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 Multilingual Consultation Navi (<https://www.tokyo-tsunagari.or.jp/joint/>)  
[Weekdays (10:00 – 16:00)] TEL: 03-6258-1227  
CHIBA Chiba Coronavirus Hotline for Foreign Residents (<https://www.pref.chiba.lg.jp/international/index.html>)  
[24 hours, 365 days] TEL: 092-687-6564  
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](https://www.pref.kanagawa.jp/docs/k2w/covid19/en_call.html))  
[Seven days a week (around the clock)] TEL: 045-285-1015  
\* 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/content/001327108.pdf>)  
[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.