

**To all students, staff and faculty members of Kagawa University**

**Guidelines for Novel Coronavirus Disease Control (Version 17)  
(Updated 15th January 2021)**

The Novel Coronavirus has spread widely across the globe, prompting the World Health Organization (WHO) to declare a state of pandemic on 11<sup>th</sup> March. Japan subsequently issued an official declaration of a state of emergency on 16<sup>th</sup> April for all prefectures in the country.

On 6<sup>th</sup> May, the government extended the state of emergency to 31<sup>st</sup> May. However, on 14<sup>th</sup> May, the government lifted the state of emergency for 39 prefectures (excluding the eight prefectures of Hokkaido, Saitama, Chiba, Tokyo, Kanagawa, Kyoto, Osaka, and Hyogo). The state of emergency was further lifted for three prefectures (Osaka, Kyoto, and Hyogo) on 21<sup>st</sup> May, while the last five prefectures (Hokkaido, Saitama, Chiba, Tokyo, and Kanagawa) witnessed the final lifting on 25<sup>th</sup> May.

The number of infected cases declined gradually after peaking in August but increased rapidly again from November 2020. This led to the declaration of the state of emergency in Saitama, Chiba, and Kanagawa prefectures and Tokyo metropolitan area on 7<sup>th</sup> January, and in Osaka, Kyoto, Hyogo, Aichi, Gifu, Tochigi, and Fukuoka prefectures on 13<sup>th</sup> January 2021. Kagawa Prefecture similarly declared the state of emergency on 8<sup>th</sup> January 2021.

Consistent with the government policies, Kagawa University is issuing the following measures to tackle the situation.

Due to the volatile and fluid condition of the pandemic, all students and faculty/staff members are requested to check the updated information regularly.

**Note 1: All students should pay particular attention to the notations marked in red especially those with bold letters and/or underlines.**

**Note 2: When communicating with faculty offices, students should go through the Student Section (Gakumu) while faculty/staff members do so through the General Affairs Section (Soumu).**

<b>1. Infectious disease prevention</b>
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- **Monitor the health condition closely.**  
**Note: During the second semester, everyone is advised to monitor their health by filling up the 'Health Check List' (<https://www.kagawa-u.ac.jp/files/5915/9920/3191/03.xlsx>).**
- **Make sure to avoid the 3Cs (Closed spaces, Crowded places, Close contact settings) by keeping a distance from the next person, and to circulate the air flow.**
- **Make sure to prevent/avoid infection through airborne droplets or physical contact (wear a mask, disinfect hands and fingers).**  
**Note: There have been some cases of people not wearing masks on campus. Make sure to wear a mask while on campus.**
- **If possible, install the COVID-19 Contact App (COCOA) that is provided by the Ministry of Health, Labour and Welfare of Japan.**  
**Note: Refer to the attached 'Forms of new lifestyle'.**
- **While visiting facilities, shopping, or participating in events, whenever possible, make use of the Line app 'Kagawa Corona Notice System' that is introduced by Kagawa Prefecture.**
- **In principle, parties especially those involving alcohol, with multiple participants (other than family members and relatives) are disallowed.**

## 2. Counter measures for coronavirus

### 2-1 In the event of cold symptoms

- If slight fever or symptoms are present, do not come to work or attend any classes until fully recovered. Absences from work by faculty/staff members shall be handled as 'special leave with pay'.

Students who have fever or cough symptoms are not permitted to enter the university premises until they have fully recovered. Students who absent themselves from online classes due to above reasons should report to the Student Section of their faculty to have these absences officially waived.

#### <Note on special leave for faculty/staff members >

This is based on the circular issued by the President of Kagawa University on 6<sup>th</sup> March 2020, granting 'special leave with pay' to faculty/staff members who are designated to have difficulty coming to work at the university.

- If fever or other symptoms are present, consult the family physician or a medical clinic nearby. If unsure, consult the Kagawa Covid-19 Consultation Call Center (Tel: 0570-087-550), hereafter referred to as 'Consultation Call Center'.
- The Consultation Call Center shall recommend further action such as medical tests at a specific hospital or clinic. Do not seek medical care from any other places other than the one recommended.
- After the tests, make a telephone call to the faculty office to convey your situation. After receiving notice, the faculty office should report to the Health Center (for students) and Salary and Welfare Section (for faculty/staff members).
- In the event of a positive test result, do not go to the university. Contact the faculty office immediately. After receiving notice, the faculty office should report to the Health Center (for students) and Salary and Welfare Section (for faculty/staff members).
- For students, faculty or staff members infected with coronavirus and were fully cured (and discharged from either the hospital, or from any treatment facility (house, apartment or hotel)), refrain from going outdoors or commuting to the university for the following 14 days. Absences from work by faculty/staff members shall be treated as 'special leave with pay'.

### 2-2 In the case of having close proximity with persons infected with coronavirus

- Anyone suspected of having had close proximity with persons inflicted with coronavirus, should not hesitate to contact the faculty office to inform them of the situation. Follow their instructions thereafter.  
(Example 1) A family member or someone close is infected with, or is undergoing tests for coronavirus.  
(Example 2) Being in a building facility, or riding in a vehicle whereby coronavirus infection was suspected to have occurred.  
(Example 3) Attending a meeting or gathering whereby a participant tested positive for coronavirus thereafter.  
(Example 4) Receiving a notice or request from a hospital or clinic recommending a test for coronavirus.

Based on the recommendation of the Health Center, persons who have had high-risk contact with infected persons are required to undergo a 14-day self-quarantine period. For students, they should not come to the university campus, and for faculty and staff members, they are required to stop work and stay at home. (This is treated as paid leave).

\* Note: Please see the flowchart for procedures on absences by students and faculty/staff members suspected of virus infection.

### 3. Travelling abroad

- In principle, travelling abroad is prohibited.  
The decision to lift this notice is dependent on the policies announced by the Ministry of Health, Labour and Welfare, and the Ministry of Foreign Affairs.
- Anyone returning from abroad should closely monitor the health condition, and should follow the guidelines stated in Point 4 below.

### 4. Health consultation after returning from abroad

- At the port of entry, follow the instructions of the Quarantine Station.
- Personally contact the faculty office to inform them of the instructions from the Quarantine Station and/or the clinic/hospital recommended. After receiving notice, the faculty office should report to the Health Center (for students) and Salary and Welfare Section (for faculty/staff members).
- Within 14 days after returning to Japan, do not go outside unnecessarily. Conduct self-quarantine and self-study at home within this period. Monitor closely the body temperature and health condition daily. Absences from work by faculty/staff members shall be handled as 'special leave with pay'.
- Personally contact the faculty office to inform them of the situation. After receiving notice, the faculty office should report to the Health Center (for students) and Salary and Welfare Section (for faculty/staff members).
- Within these 14 days, if fever or cold symptoms occur, follow Point 2 above.

### 5. Travelling to or from other prefectures

#### 5-1 For students

- **From now onwards until further notice**  
For safety and the smooth operation of the Entrance Examination, all students (including those staying with families or living in apartments by themselves) are prohibited to travel from Kagawa Prefecture to other prefectures. However, students commuting to the university from neighboring prefectures are exempted. If traveling to another prefecture is unavoidable, contact the faculty office beforehand with information on (1) purpose of travel (2) travel route.
- After returning from another prefecture, contact the faculty office. For the next 14 days, refrain from going out unnecessarily, and monitor the body temperature and health condition closely while staying indoors (including studying at home, etc.). However, after 5 days upon returning to Kagawa Prefecture, if PCR conducted at the University Hospital tested negative, and if there are no cold or fever symptoms, commuting to university is permitted from the day after the PCR results are announced. (See related documents for PCR test guidelines). As a precaution, measures (such as avoiding dinner parties) against infection are to be taken.
- Movements across prefectures and self-quarantine measures involving adult students fall under the jurisdiction of the Deans of the respective faculties and graduate schools.
- In the case of unavoidable travel to another prefecture by family members, be sure to take all precautions to prevent infliction of the virus.

## 5-2 For faculty and staff members

- **From now onwards until further notice**

For safety and the smooth operation of the Entrance Examination, travel from Kagawa Prefecture to other prefectures is prohibited.

- If traveling to other prefectures is unavoidable, refrain from further unessential movements outside the house for 14 days after returning. Stay indoors and closely monitor body temperature and health condition every day. This period is treated as paid leave. However, (1) commuting to university, and (2) activities such as conducting medical care in nearby prefectures are excluded. In these cases, appropriate behavior and preventive measures are to be taken.
- If traveling to distant prefectures (adjacent prefectures are excluded), convey beforehand to the faculty office details on (1) reason for travel (2) route taken. After returning from such travels, contact the faculty office and closely check for any changes in the body.
- After 5 days upon returning to Kagawa Prefecture from a distant prefecture (adjacent prefectures are excluded), if PCR conducted at the University Hospital tested negative, and if there are no cold or fever symptoms, commuting to university is permitted from the day after the PCR results are announced. (See related documents for PCR test guidelines). As a precaution, measures (such as avoiding dinner parties) against infection are to be taken.
- For medical doctors working in the University Hospital and the Faculty of Medicine, permission to travel to distant prefectures rests on the decision of the Director of the University Hospital.
- In the case of unavoidable travel to another prefecture by family members, be sure to take all precautions to prevent infliction of the virus.
- For faculty and staff members residing outside of Kagawa Prefecture, and visitors coming into the university campuses, make sure to check body temperature, and avoid the 3Cs to prevent the spread of the virus.

## 6. Telework

- Faculty/staff members conducting telework should strictly abide by the university information security policies.

## 7. Policies on the acceptance of international students

See the following link for details

[https://www.kagawa-u.ac.jp/files/5516/0281/3979/Notice\\_to\\_international\\_students\\_planning\\_to\\_start\\_enrollment\\_at\\_Kagawa\\_UniversityUpdated\\_16October.pdf](https://www.kagawa-u.ac.jp/files/5516/0281/3979/Notice_to_international_students_planning_to_start_enrollment_at_Kagawa_UniversityUpdated_16October.pdf)

## 8. Student activities

- Dinner parties especially those with alcohol, that involves multiple participants (who are not family members or relatives) are prohibited.
- All student club activities are to be conducted based on the official rules provided. Make sure to regularly check for updates through the following link.  
<https://www.kagawa-u.ac.jp/campus-life/studentlife/extracurricular-info/circle-list/>  
(Club activities under the purview of faculties shall abide by the guidelines issued by the respective faculties.)

In any case, to prevent further infection, all students must put on masks while inside the campuses. If this guideline is found to be ignored by many students, club activities may be suspended.

#### 9. Regarding all other events

Events organized by the university may be held if the conditions laid out in the following document is satisfied. (Provisional policy on the gradual easing of restrictions on the holding of events), issued by Kagawa Prefecture on 17<sup>th</sup> Nov. 2020). Events that include food and drinks in campus with many participants are disallowed.

Should events be held, organizers and participants are strongly urged to abide by the 'Guidelines on the holding of events (Annex 3)' (released by Kagawa Prefecture on 17<sup>th</sup> Nov. 2020) as a measure to prevent the spread of infection.

- Students and faculty/staff members may take part in events organized outside of the university, provided that measures to prevent infection are carefully observed.

The coronavirus situation is very volatile. Government policies change rapidly each day. Kagawa University shall continue to monitor these movements and develop guidelines according to policies announced by the government. Please check the university homepage regularly for updates. (<https://www.kagawa-u.ac.jp/24945/>). Scroll down the page for English guide.

**Note: All students should read and understand the notations marked in red.**

15<sup>th</sup> January 2021  
Head, Crisis Response Headquarters  
KAKEHI Yoshiyuki

# Example of practicing "New Lifestyle"

## (1) Basic infection prevention measures for each person

### Three basics for preventing infection:

#### ① Keeping physical distance, ② wearing a mask, ③ washing hands

- ☐ Keep a distance of two meters as much as possible, or at least one meter, between two persons
- ☐ Chose outside rather than inside if you are to play
- ☐ Avoid standing right in front of each other during conversation as much as possible
- ☐ Wear a mask when you go out or talk inside even without any symptoms
- ☐ Wash your hands and face first when you get back home, followed by changing clothes and taking a shower as soon as possible
- ☐ Carefully wash your hands with water and a soap for approximately 30 seconds (also possibly with hand sanitizer)

※ Pay more attention to your health, especially when meeting those who may have a high risk of serious symptoms, such as the elderly or people with chronic diseases.

### Infection prevention related to traveling

- ☐ Refrain from traveling to and from where the infection is prevailing
- ☐ Refrain from traveling upcountry or for leisure. Business trips only when it is unavoidable
- ☐ Keep a record of the people you meet and the time of meeting in case you get infected
- ☐ Carefully follow how the infection is prevailing locally

## (2) Basic lifestyle for daily life

- ☐ Wash and sanitize hands frequently
  - ☐ Make sure to observe coughing etiquette (by covering your mouth)
  - ☐ Ventilate frequently
  - ☐ Keep physical distance
  - ☐ Avoid gatherings in crowded places, close contact settings and closed spaces
  - ☐ Check your health condition and measure body temperature every morning
- Do not force yourself to go out, and stay home if you have symptoms of fever or cold



## (3) Lifestyle for each scene of daily life

### Shopping

- ☐ Use online shopping
- ☐ Shop by yourself or in a small group, at off-peak hours
- ☐ Use electronic payment
- ☐ Plan your shopping in advance and shop quickly
- ☐ Refrain from touching displays like samples
- ☐ Keep a distance while lining up at the cashier

### Leisure, Sports etc.

- ☐ Select places like parks at off-peak time
- ☐ Refer to videos for home muscle training or yoga
- ☐ Jog in a small group
- ☐ Keep a distance as etiquette when passing others
- ☐ Utilize booking systems for leisure
- ☐ Do not stay long in small rooms
- ☐ Keep a distance or stay online for singing or cheering others

### Public Transports

- ☐ Refrain from chatting
- ☐ Avoid peak-hours
- ☐ Take a walk or ride a bike if possible

### Meals

- ☐ Take away or delivery
- ☐ Enjoy meals at outside spaces
- ☐ Serve individually, avoid sharing plates
- ☐ Do not sit face-to-face, rather besides
- ☐ Concentrate on eating, refrain from chatting
- ☐ Avoid pouring drinks for others, sharing glasses or sake cups

### Family ceremonial occasions

- ☐ Avoid banquets or meetings with large numbers
- ☐ Decline participation when you have symptoms of fever or cold

## (4) New working style

- ☐ Work remotely and rotate commuting shifts
- ☐ Keeping a distance while commuting during different working hours
- ☐ Open and widen working spaces
- ☐ Use online meetings
- ☐ Exchange business cards online
- ☐ Wear a mask and ventilate venues in case of a face-to-face meeting

※ Infection prevention guidelines for each business sectors will be prepared by relevant organizations.



## Provisional policy on the gradual easing of restrictions on the holding of events

Issued 15<sup>th</sup> September 2020Updated 17<sup>th</sup> November 2020

The following are guidelines for the holding of events. ①Restrictions on maximum number of persons ②Capacity guidelines as limited by whichever is smaller (effective until end of February 2021).

## ① Restrictions on maximum number of persons

Case of organizers taking appropriate measures to prevent the spread of virus, and having satisfied the conditions laid out in Annex 11 (Guidelines on the holding of events)

5,000 persons or 50% of permitted capacity whichever is bigger

(In other words, 5,000 persons if permitted capacity is 10,000, and 50% if permitted capacity is more than 10,000 persons)

If the above conditions cannot be met, organizers should seriously reconsider the event, including its cancellation.

## ② Capacity guidelines

		Events with no loud voices or cheering from participants, and no singing (※ 1)	Events with loud voices or cheering from participants, and singing
Participant positions are fixed, the flow of participants during entry and exit, and in event venue is well controlled and secured (※ 2)		Number of participants allowed according to capacity restriction	In principle, 50% of permitted capacity Alternate seating with empty seats in between participants Groups with less than 5 persons may seat together without the necessity for alternate seating (Possibility of participants going over the 50% limit in capacity)
Participants are free to move around, the flow of participants during entry and exit, and in event venue is well controlled and secured	Case of capacity being fixed	Number of participants allowed according to capacity restriction	50% of permitted capacity
	Case of capacity not being fixed	Provide spacing to avoid close contact (minimum space to avoid contact)	Provide space to allow about 1 meter spacing among participants

※ 1) Need to show proof from similar previous events whereby performers and participants did not cheer, sing, and no loud voices can be heard (if previous events are not available, organizers may show similar performances whereby performers and participants did not cheer, sing, and no loud voices can be heard).

※ 2) Organizers made sure that all participants wear masks, and take measures to prevent the spread of virus (Annex 11). In addition, organizers made sure there is enough spacing between performers and participants; and had followed the preventive guidelines issued by the relevant industry.

## Guidelines based on event types

Event characteristics	Preventive measures well taken, and the flow of participants during entry and exit, and in event venue is well controlled and secured				Participants are free to move around a wide area or the whole country, and are difficult to be monitored
Seating, etc.	Fixed seating		Seating not fixed, participants free to move around		
Loud voices or cheering from participants	Presumption of no loud voices and cheering from participants	Presumption of loud voices and cheering from participants	Presumption of no loud voices and cheering from participants	Presumption of loud voices and cheering from participants	
Examples of events (see next page for details)	Classic music concert, theater, dance, traditional culture, traditional performing arts, lectures, ceremonies, etc. Events with food and drinks, but no speaking or loud voices (※1)	Rock/pop concert, sports event, public races (bicycle, boat), public lecture, live house, night club events, etc.	Exhibitions, etc.	Local festivals and events	Fireworks display, outdoor festivals, etc.
Capacity less than 10,000	5,000 or below	5,000 or below, plus 50% of permitted capacity (※2)	5,000 or below	5,000 or below, plus, maximum 50% of permitted capacity	Continue to seriously re-consider if event should be cancelled (If event is to be held, allot about 1 meter spacing among participants, control and monitor participant movements. If appropriate spacing cannot be secured among participants, seriously re-consider if event should proceed.) (※3)
Capacity more than 10,000	50% of permitted capacity	50% of permitted capacity	50% of permitted capacity	50% of permitted capacity	
Capacity not quantifiable	—	—	Allot sufficient spacing to prevent crowding (spacing that is enough to avoid physical contact among a minimum number of participants)	Allot about 1 meter spacing among participants	
Other aspects (with regards to venues/facilities that attract people)	Cinemas etc.	Amusement parks (attractions that induce screaming) etc.	Art galleries, museums, botanical gardens, aquariums, amusement parks, etc.	—	

※) Alternate seating with empty seats in between participants. Groups with less than 5 persons may seat together without the necessity for alternate seating (Possibility of participants going over the 50% limit in capacity)



※1) Prevention of infection at events with food and drinks but no talking or loud voices

Specific conditions	
Strict adherence to wearing of mask while not having a meal	<ul style="list-style-type: none"> <li>● Check if people are wearing masks at entry points, and provide or sell masks if necessary</li> <li>● Screening of live videos and making announcements on the wearing of masks before the start of event (other than mealtimes)</li> <li>● Set up appropriate monitoring system during the event, and firmly request the wearing of masks</li> <li>● Check the wearing of masks, and make additional announcements if necessary</li> </ul>
Prohibition of food and drinks if talking or loud voices are expected	<ul style="list-style-type: none"> <li>● For example, the prohibition of food and drinks during pre- and/or post-screening of movies, or theater break time, whereby talking or loud voices are expected.</li> <li>● For other events, if talking is expected to occur, strictly disallow the consumption of food and drinks.</li> </ul>
Sufficient ventilation	<ul style="list-style-type: none"> <li>● Use appropriate equipment to measure the carbon dioxide concentration, and make sure to abide by the recommended level of 1000 ppm. In addition, make sure that the ventilation device is set to secure at least an air circulation volume of 30 m<sup>2</sup>/hour/person. This step is not necessary for events held outdoors.</li> </ul>
Secure contact details	<ul style="list-style-type: none"> <li>● Whenever possible, use pre-booking system to obtain contact details of participants. Otherwise, obtain contact details at entry point.</li> <li>● Make sure to use the app COCOA, which is a system introduced by Kagawa Prefecture to detect movements of close contacts among people. ※Clearly put up the app sign or QR code at entry point.</li> </ul>
Minimize eating time	<ul style="list-style-type: none"> <li>● Take measures to minimize the time for eating. In the event when meals are time consuming, try to reduce the time when the face is not protected by a mask.</li> </ul>

※2) Conduct alternate seating among individuals or ensure sufficient spacing between groups. For groups with less than 5 people, there is no need for alternate seating in the group. (Number of participants may be more than 50% of permitted capacity.)

※3) Case of infection prevention through ‘Sufficient social distancing (1 meter) between persons’, and ‘maintaining relevant social distance’

Specific conditions (prevention of infection)	
Securing of physical distance	<ul style="list-style-type: none"> <li>● Secure appropriate distance among people while moving (for example, by positioning usherers in specific locations)</li> <li>● Limit the number of people allowed in a set area</li> <li>● Use vinyl sheets to isolate and create distance among people</li> </ul>
Monitor occupant density	<ul style="list-style-type: none"> <li>● Use ‘fixed point’ camera or other digital technology to monitor and control occupant density</li> <li>● Position usherers in strategic locations</li> <li>● Conduct ‘time-lapse’ and/or ‘dispersion’ methods during entry and exit into venues</li> </ul>
Restrictions on food and drinks	<ul style="list-style-type: none"> <li>● Restrict the intake of food and drinks in areas where measures to prevent infection are not taken (Allow food and drinks only in areas where appropriate measures are taken)</li> <li>● Strictly conduct infection preventive measures during pre- and post-event times, and/or during break time when food and drinks are consumed</li> <li>● Encourage self-restraint among participants so as not to over-consume alcohol</li> </ul>
Ensure no shouting or loud voices	In the event of shouting or loud voices occurring, ensure that there is a system in place to handle the situation on an individual basis
Management of movements before and after the event	<ul style="list-style-type: none"> <li>● Promote awareness of the prevention of infection before and after the event</li> </ul> <p>* Whenever possible, use pre-booking system and digital technology to encourage disperse movements as opposed to crowding</p>
Secure contact details	<ul style="list-style-type: none"> <li>● Whenever possible, use pre-booking system to obtain contact details of participants. Otherwise, obtain contact details at entry point.</li> <li>● Make sure to use the app COCOA, which is a system introduced by Kagawa Prefecture to detect movements of close contacts among people. ※Clearly put up the app sign or QR code at entry point.</li> </ul>

## Points to note on the holding of events

Issued 10<sup>th</sup> July 2020Updated 21<sup>st</sup> August 2020Updated 15<sup>th</sup> September 2020Updated 17<sup>th</sup> November 2020

(Kagawa Prefecture COVID-19 Response Headquarter)

With regards to the holding of events, event organizers and management of event venues should take note of the following guidelines in addition to abiding by the guidelines listed in 'Provisional policy on the gradual easing of restrictions on the holding of events' (see attached).

Similarly, participants of events are requested to cooperate with event organizers and management of event venues in the same regard.

While conducting events, ensure that participants wear masks. (The exception is when there is a necessity to treat for high fever, etc.). Event organizers should provide masks to participants without masks, and ensure 100% face coverage. In addition, based on guidelines obtained from 'New Normal', organizers should encourage all participants to act appropriately by sanitizing and/or washing their hands correctly,

Check body temperature of all participants at point of entry. Individuals with high fever or other symptoms should withdraw from participating. The ticket refund policy should be clearly noted at the outset, and organizers should refund these individuals as stipulated in the refund policy.

Before the event, participants should be encouraged to install the app COCOA. Furthermore, the contact details of all participants should be secured. In addition, the usage of the LINE app 'Kagawa Corona Alert System' by all participants should be encouraged as well.

In the event of a participant shouting or creating loud voices, ensure that there is a system in place to handle the situation on an individual basis. Similarly in sports events, should a participant be found to create noises through a trumpet or any other instrument, organizers should make sure that there is a system in place to handle the situation on an individual basis.

While holding events, organizers should make sure that there is no occurrence of the 3Cs (Closed spaces, Crowded places, Close-contact settings), especially at points of entry and exit, rest areas, and during break times. Measures should be taken to prevent infection during pre- and post-event times, and break times. (This is especially so when food and drinks are consumed during such times). In the event that crowding at entry points, toilets, or kiosks cannot be avoided, control the crowd by limiting a participant number less than the permitted capacity of the premise concerned.

Organizers should disallow participants from gaining direct physical contact with performers or players during pre- or post-event times, and break times. If this is unavoidable, organizers should reconsider canceling the event. Performers or players with medical symptoms should refrain from rehearsing, performing or practicing.

Organizers should alert participants on the need to not crowd themselves while using public transport, or purchasing goods from kiosks, etc., during pre- or post-event times. Whenever possible, organizers should install a reservation system to promote the spreading out of participants at such locations.

In the event that clusters break out, organizers should make sure that all measures are taken to prevent the spread of infection. Organizers may also be requested to cooperate by holding the event without the presence of participants, or by postponing or canceling the event.

Organizers are also required to ensure that event venues are well sanitized and ventilated by following the guidelines specified by their respective industries.

For events where loud voices are expected, organizers should ensure that there are sufficient physical spacing between individuals. The audience should be separated from the performers by 2 meters. In times of possible crowding, organizers should control the crowd by making sure that there are sufficient spacing among participants.

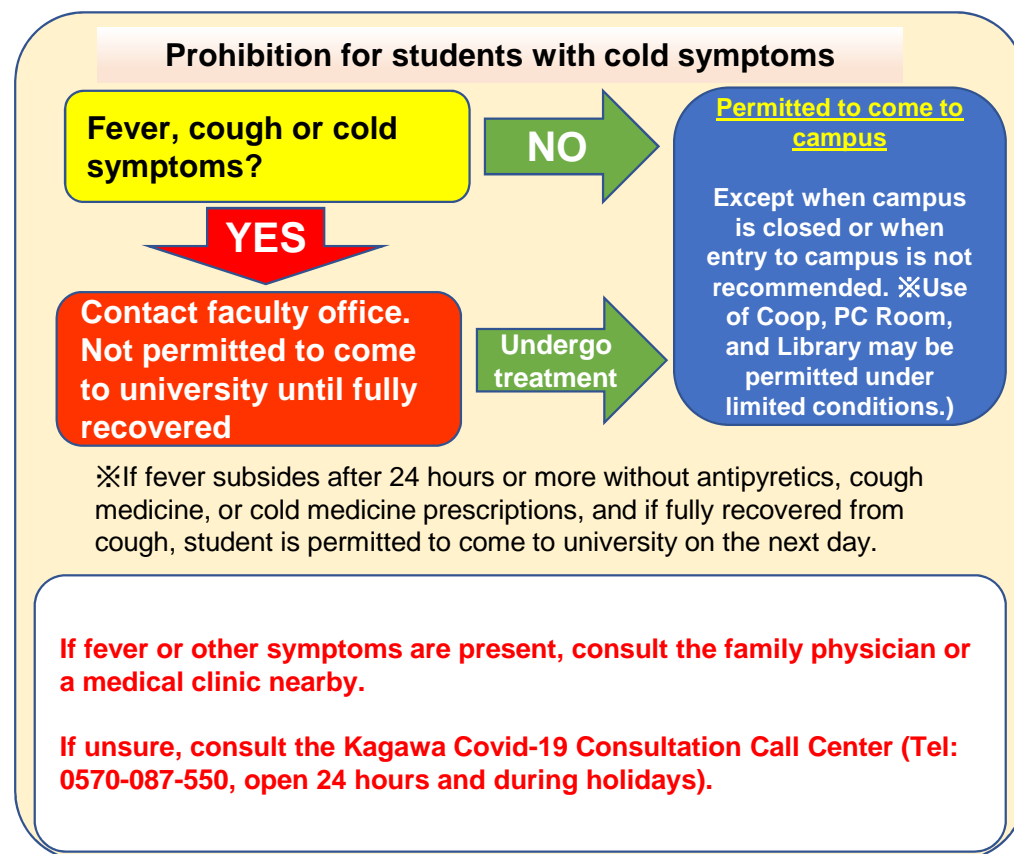
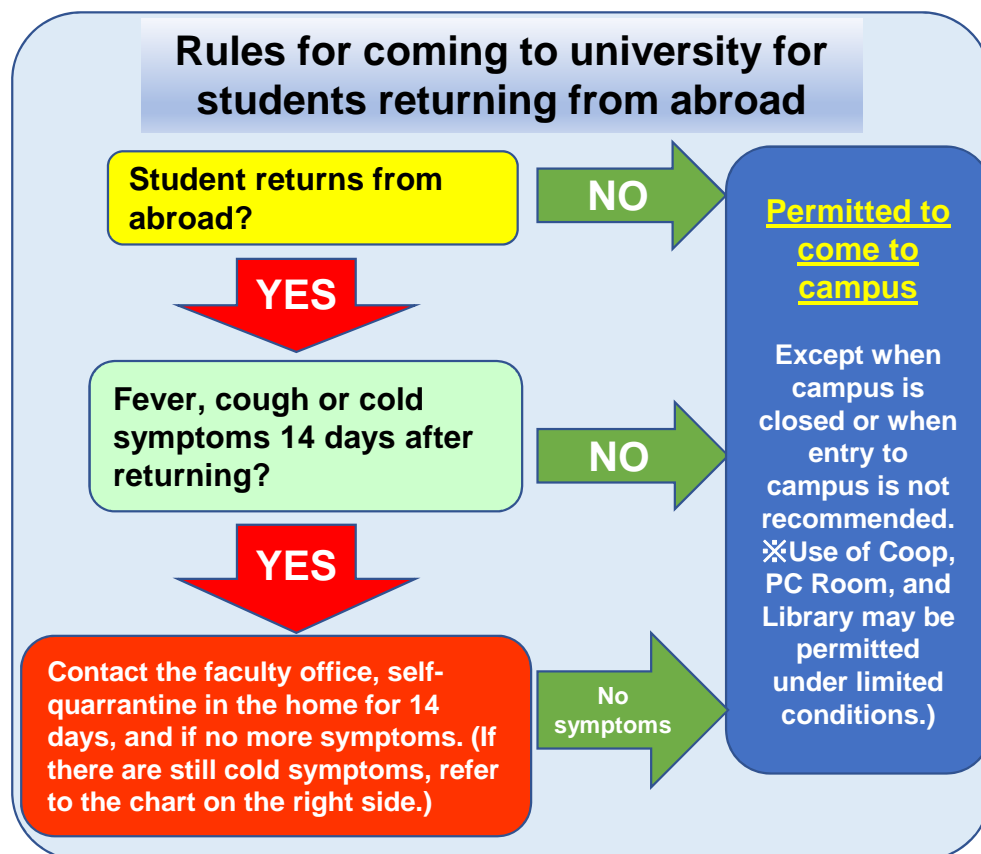
Event organizers and management of event venues should publicize in their homepages, and follow the guidelines specified by their respective industries.

For events that involved the moving around the whole country, or events that include more than 1000 participants, organizers should contact the appropriate office listed below.

Event type	Kagawa Prefecture Departments	Telephone number
Concerts, etc.	Culture and Performance Department	087-832-3784
Exhibitions, etc.	Commerce Department	087-832-3339
Professional sports, etc.	Exchange Department	087-832-3055
Other	Policy Department	087-832-3126

【For students】

## Measures to prevent New Coronavirus infection (Effective from 15 January 2021)



【For faculty and staff】

## Flowchart on New Coronavirus infection

Restrictions on work if  
cold symptoms are  
present

※If returning from abroad, refer  
to the 'Measures for staff/faculty  
members returning from abroad'

Fever, cough or  
cold symptoms?

YES

Consult the family physician or a  
medical clinic nearby and follow their  
instructions.

When symptoms are present...

YES

Convey to the faculty  
office about symptoms  
and instructions received  
from family physician.

◆ Contact General Affairs  
Office of faculty ◆

NO

Permitted to come  
to university to  
work

NO

Not permitted to come for work at university.  
Special leave until completely cured

◆ Contact General Affairs  
Office of faculty ◆

◆ After receiving notice from  
infected staff/faculty member, the  
General Affairs office confirms the  
situation and contacts the Salary  
and Welfare Section ◆

※ If fever subsides after 24 hours or more without antipyretics,  
cough medicine, or cold medicine prescriptions, and if fully  
recovered from cough, coming to university on the next day to  
work is permitted



# 'Measures for staff/faculty members returning from abroad'

【 For staff and faculty 】

【Effective from 15 January 2021 】

