

Action Guideline of the Degree Programs in Systems and Information Engineering to prevent the spread of the novel coronavirus (COVID-19)

As of April 28, 2023

Level	Visitors invited by faculty members	Research activities (for faculty)	Laboratory activities (for students)	Classes (Lectures · Seminars · Practical activities)	On-campus meetings	Administrative structure
0	No restriction	No restriction	No restriction	No restriction	No restriction	No restriction
1	Faculty members are able to invite visitors with the most careful consideration of the spread of the infection.	Research activities are able to be carried on with the most careful consideration of the spread of the infection.	Laboratory activities are able to be carried on with	Online classes can be actively conducted with	Face-to-face meetings are to be held with	Administrative staff work as usual with the
2	Although faculty members are able to invite visitors, with the most careful consideration of the spread of the infection, shortening the time of staying at the laboratory shall be considered.	Although research activities with the most careful consideration of the infection, shortening the time of staying at the laboratory and working from home shall be considered if possible.				
3	Only the minimum number of visitors required to carry on ongoing experiments and research are allowed access to the laboratory under the direction of the faculty member who invited them. The visitors should not stay there for a long time.	Only the minimum number of persons required to carry on ongoing experiments and research are allowed access to the laboratory. Those who visit the laboratory for a long time. Others work from home.				
4	Only the visitors fall under any of the following are allowed access to the laboratory under the direction of the faculty member who invited them. · Visitors who are engaged in long-term ongoing experiments which would result in significant loss of research due to the discontinuation of such work · Visitors associated with work to end or stop ongoing experiments · Visitors who have temporary access to the laboratory to maintain research assets and servers including looking after living things, replenishing liquid nitrogen and repairing a freezer.	Only the research related to the following are allowed access to the laboratory. Shift working is recommended to reduce contact between the visitors when they switch shifts. · Research related persons engaged in long-term ongoing experiments in significant loss of research due to the discontinuation of such work · Research related persons engaged in work to end or stop ongoing experiments · Research related persons engaged in work to maintain research assets and servers including looking after living things, replenishing liquid nitrogen and repairing a freezer.				
5	Faculty members are not allowed to invite visitors.	In order to maintain the laboratory, only research related persons engaged in work including replenishing liquid nitrogen and maintaining servers are allowed access to the laboratory temporarily with the approval of the Dean of the Faculty of Engineering Systems. In the case above, shift working is recommended. Face-to-face contact between the visitors are prohibited, and they need to fill out an entrance record.				

Please refer to the following URL for "Research activities", "Laboratory activities", "Classes", "On-campus meetings" and "Administrative structure".  
<https://www.tsukuba.ac.jp/en/about/antidisaster-crisismanagement/covid-19/20201202174500.html>

\* The original document is in Japanese, and this translation is for the purpose of reference only.

\* Note that medical workers and researchers of the novel coronavirus (COVID-19) are outside the scope of this action guideline.

\* This action guideline may be reviewed according to the future situation such as changing the phase of infections.