Ref: OSHE 010/20

CIRCULAR 8

21 February 2020

All Staff and Students

COVID-19: ADVISORY ON STAY-HOME NOTICE AND COMPULSORY TRAVEL DECLARATION

Dear Colleagues and Students

Please take note of the latest updates on the COVID-19 situation pertaining to staff and students of NUS:

NEW & IMPORTANT

- The Multi-Ministry Taskforce on COVID-19 has implemented a new **Stay-Home Notice (SHN) measure which was effective from 18 February.** Under the SHN, all persons returning to Singapore with travel history within mainland China (outside of Hubei) in the last 14 days are to remain in their place of residence at all times for a 14-day period. Those who fail to comply may face penalties and can be prosecuted under the Infectious Diseases Act. (See Ministry of Health press release).

- All staff and students under SHNs are to declare their particulars here **within 24 hours** of their arrival in Singapore.

- All staff and students are required to **update their travel declarations to cover travel until 31 July 2020**.

1. **STAY-HOME NOTICE**

   A. SHN Criteria

   - According to the authorities, from 18 February, 23:59 hours, SHNs will be issued to:

     o Singapore citizens and Permanent Residents with travel history to mainland China (outside of Hubei province) in the last 14 days; and

- Long-term pass holders (i.e. Student's Pass, Dependant's Pass, Long-Term Visit Pass) and foreign employees issued with a work pass, with travel history in mainland China (outside of Hubei province) in the last 14 days.

- If you fall within the categories above, you will be issued an SHN by the Immigration & Checkpoints Authority (ICA). **If you have entered Singapore by an indirect route, you will be issued an SHN by NUS** (see instructions below).

- Regardless of your arrival route, **if you fall within the categories above, you must declare your particulars [here](#) within 24 hours of your arrival in Singapore** with the following information:
  - Full name
  - Staff No or Student No
  - Department
  - Mobile and Home contact numbers in Singapore
  - Residential address in Singapore
  - Date of arrival
  - Whether you have been served an SHN by ICA

B. SHN Restrictions

- During the period of the SHN, you are required to remain in your place of residence at all times for a 14-day period. Unlike the Leave of Absence, which allows returnees to leave briefly to buy meals and necessities, **a person under SHN is not to leave his/her place of residence at any time**. Support will be provided where needed.

- You should also:
  - Take your temperature twice daily (morning and afternoon) and declare them [here](#). Photographs of the temperature readings should be taken and retained for seven days, in case of need for verification.
  - Monitor your health closely and seek medical attention immediately if you are unwell.
  - Minimise contact and avoid sharing personal items with others who are living with you.
  - Avoid having visitors at your residence.
  - Keep a record of persons you come into contact with.

- You may resume regular activities after the 14-day period, i.e. Day 15, if you are well, without need for special medical clearance.[1]

---

[1] The date of return to Singapore is considered Day 0. The SHN will lapse after Day 14.

C. Support for Staff and Students under SHN

NUS will provide the following support and assistance to staff and students under SHNs. They include:

- o Basic necessities: All food and necessities will be delivered to affected staff and students who are living in NUS hostels.
- o Well-being: NUS staff will contact staff and students under SHNs regularly to provide emotional support and to check on their well-being.
- o E-learning: E-learning will be implemented for affected students to ensure that there is no disruption to their studies.

D. Penalties for Non-Compliance

Government officers and NUS staff will regularly monitor staff and students under SHNs respectively to ensure that they are complying with the SHN. This would include random daily video calls which must be answered within one hour of the initial call; home visits, if there is no response, to ascertain their whereabouts and well-being. These home visits may be a precursor to the initiation of disciplinary proceedings.

Those who flout the conditions of the SHN may face penalties including:
- o Prosecution under Section 21A of the Infectious Diseases Act.
- o Permanent Residents, as well as Long-Term Visit Pass holders, Dependant's Pass holders and Student's Pass holders, may have their Re-Entry Permit or passes revoked, or the validity shortened.
- o Staff on work passes may have their passes revoked and be repatriated.
- o For those with a child/ward who is a full-time student in Singapore, their child/ward might be subjected to disciplinary action, including suspension or dismissal. If the child/ward is a foreign student, he/she may have his/her Student's Pass or Dependant's Pass cancelled.
- o Staff and students will also face disciplinary action in accordance to the NUS Code of Conduct and the NUS student disciplinary procedures. Please refer to Circular 4 for details.

2. **COMPULSORY TRAVEL DECLARATION**

You are required to update your travel declarations here to cover travel **until 31 July 2020**. Please update your declaration as soon as your travel plans are confirmed and whenever there are subsequent changes to your travel plans.

Good personal hygiene and social responsibility are vital for the continued health and safety of the NUS community. We need your help and cooperation to keep our staff and students on our campuses safe from the novel coronavirus.

If you have further questions, please email covid-19@nus.edu.sg or contact the management office of your department.

Thank you.

Dr Peck Thian Guan
Director
Office of Safety, Health and Environment

<div style="border:1px solid black;">

Stay updated:
- NUS circulars, FAQs, emergency contact numbers, as well as useful links on the coronavirus situation are available at emergency.nus.edu.sg.
- Updates from the Dean of Students can be seen here.
- Please refer to the MOH website for the latest information on the COVID-19 situation in Singapore.

</div>