

Kanazawa University's Guideline to Prevent the Spread of Coronavirus Disease 2019 (COVID-19) as of April 21, 2020

○Current alert category *Colored cell:University's current situation

Category	Definition
A (Caution Required)	When the risk of infection is significantly reduced.
B (Vigilance)	When infection spreads and there is a high possibility that the local government will issue its own emergency declaration.
C (High Alert)	When infection spreads rapidly, the medical care in the area is limited, and the local government declares an emergency. (A state very close to level D)
D (Emergency)	When there is a request for simultaneous closure by the national government or local government due to a national emergency declaration; when there is an outbreak of infected persons or cluster infection at multiple departments on the campus.

○Concrete guideline 【Example】 ○ : Allowed, △ : Limited, ▲ : Prohibited or Strictly limited

Level	Education (Lectures/ Seminars, Experiments / Practical trainings)	Research activity of faculty and students	Extracurricular activity of students	Office work (Administrative staff, technical staff, etc.)	Meetings	Business trips / travel (All members)
0	As Normal	As Normal	As Normal	As Normal	As Normal	As Normal
1	○ Lectures and seminars can be conducted with infection prevention measures ○ Experiments and practical training can be conducted with infection prevention measures	○ Research activities are possible with infection prevention measures	△ Possible with maximum consideration to prevent the spread of infection (the training room is closed) ▲ In principle, training camps, games, concerts, etc. should be canceled or postponed	○ Regular work, paying attention to the spread of infection	○ Face-to-face meeting is possible with infection prevention measures	○ Careful business trips and travels for endemic areas allowed
2	△ Distance lectures using ICT are recommended for large-scale lectures and seminars of 51 or more students △ Lectures and Seminars for small classes of 50 students or less can be conducted with infection prevention measures (securing a space of about 4㎡ / person) △ Small-scale experiments / practical training can be conducted with infection prevention measures (large-scale experiments / practical trainings are not allowed) ▲ Group work not allowed	△ Home-based research activities are recommended △ Minimum necessary research activities can be continued with infection control measures	△ Prohibition of indoor activities both inside and outside the university (some activities are allowed depending on the situation) ▲ In principle, events for students sponsored or co-sponsored by the university should be canceled or postponed	△ Partial implementation of half or one-third of teleworking and utilization of staggered commuting	△ Online meetings are recommended as much as possible ▲ Face-to-face meeting is possible with infection prevention measures (securing a space of about 4㎡ / person)	△ Refrain from unnecessary and urgent business trips and travels

3	<p>▲ Face-to-face lectures and seminars are completely prohibited (except for distance classes using ICT)</p> <p>△ Only experiments / practical training held by the minimum number of students can be conducted (under the supervision of teaching staff)</p>	<p>△ In principle, only home-based research activities are possible</p> <p>▲ Self-restraint for coming to the university except for faculty and staff who are necessary to maintain ongoing experiments and research resources</p>	<p>▲ Prohibition of all activities, both inside and outside the university</p>	<p>△ In principle, teleworking only</p> <p>▲ Minimum number of staff allowed to work shifts for a short time to continue work related to important projects</p>	<p>△ In principle, only online meetings are allowed</p> <p>▲ Face-to-face meeting is allowed only when there is an urgent need and space of about 4m² / person is secured</p>	<p>▲ In principle, unnecessary and non-urgent business trips and travels for areas subject to the emergency declaration are prohibited. Refrain from unnecessary business trips and travels for other areas</p>
4	<p>▲ Commuting to school for attending classes is generally prohibited</p> <p>▲ Only remote classes using ICT are allowed</p> <p>▲ Only for those who have been approved by the university in advance to guarantee learning opportunities</p>	<p>▲ In principle, only home-based research activities are allowed</p> <p>▲ Faculty members are also prohibited from coming to the university. However, the minimum number of faculty members and others to secure the safety and maintain the assets such as living things and precision equipment that are indispensable for continuing research can come.</p>	<p>▲ Prohibition of all activities both inside and outside the university (locked depending on the situation)</p>	<p>▲ In principle, teleworking only</p> <p>▲ Only the minimum number of staff to maintain university functions can work for a short time.</p>	<p>▲ Prohibition of face-to-face meetings</p> <p>Online meetings only</p>	<p>▲ Prohibition of all movement</p>
5	University closed (lockdown)					

* Faculty and staff working at the affiliated hospital are not subject to these activity guidelines.