

**Kobe University's Activity Restriction Measures to Prevent Widespread Novel Coronavirus Infection**

April 28, 2020

Level		Research Activities	Classes (Lectures/Seminars /Practical Work)	Coming to University (students)	Extracurricular Activities (students)	Internal Meetings	Business trips, private travel (everyon	Administration
0	Normal							
1	Partial restrictions	Research activities can be conducted while taking precautions to prevent infection.	Face-to-face lectures, seminars and practical work should be restricted, while taking precautions to prevent infection. These should be mainly held as remote classes instead.	Students are only allowed on campus for classes, research activities and permitted extracurricular activities, while taking precautions to prevent the spread of infection.	Extracurricular activities are partially allowed while taking precautions to prevent the spread of infection.	Face-to-face meetings can be held when precautions are taken to prevent the spread of infection. However online meetings are recommended.	Exercise caution during business trips and travel to affected areas (including overseas).	Go to work almost as usual, while taking precautions against the spread of infection.
2	Low level restrictions	Research activities can be conducted while taking precautions against infection. However students, researchers and research staff (lab personnel) must reduce the amount of time they spend in the lab and work from home whenever possible.	Remote classes only, in principle.	In principle, undergraduate students are not allowed on campus (except to use the university's LAN network access points). Graduate Students should refrain from entering the campuses whenever possible.	All extracurricular activities are prohibited (except for necessary activities to take care of animals)	Only online meetings are allowed. However face-to-face meetings, which are the bare minimum necessary for university (faculties) operation, can be held if measures are taken to prevent the spread of infection.	Business trips/travel to affected areas(including overseas) are generally prohibited.	Go to work almost as usual, while taking precautions against the spread of infection. However, staggered working hours and telework are recommended.
3	Medium Level restrictions	Only a minimum number of lab personnel are allowed to enter research facilities to continue ongoing experiments and research. These personnel must spend less time at the facility than usual, while the other members work from home.	Remote classes only, in principle.	No students are allowed on campus, with the exception of graduate students who are engaged in ongoing research/ experiments.	All extracurricular activities are prohibited (except for necessary activities to take care of animals)	Only online meetings are allowed. However face-to-face meetings, which are the bare minimum necessary for university (faculties) operation, can be held if measures are taken to prevent the spread of infection.	Business trips/travel to areas where a state of emergency has been issued are generally prohibited. Please refrain from non-essential and non-urgent business trips/travel to other areas. Going abroad is completely prohibited for students, and generally prohibited for staff.	Shift system: whereby half the staff work on campus to maintain administrative functions, while the other half work from home.
4	High level restrictions	Only the following research staff (may include graduate students and researchers depending on specific cases) are allowed to enter laboratories and research facilities. It is recommended that they work on a shift system, avoiding face-to-face communication. A. Research staff who are engaged in ongoing, long-term experiments, which will suffer great losses if they are stopped. B. Research staff who are aiming to finish or discontinue in-progress experiments. C. Research staff who enter the facilities temporarily to maintain experimental organisms, liquid nitrogen or poisonous substances etc., or to maintain, operate and manage laboratory facilities/servers etc.	Remote classes only, in principle.	No students are allowed on campus, with the exception of graduate students who are engaged in ongoing research/ experiments.	All extracurricular activities are prohibited (except for necessary activities to take care of animals)	Only online meetings are allowed. However face-to-face meetings, which are the bare minimum necessary for university (faculties) operation, can be held if measures are taken to prevent the spread of infection.	Business trips/travel to areas where a state of emergency has been issued are generally prohibited. Please refrain from nonessential and non-urgent business trips/travel to other areas. Going abroad is completely prohibited for students, and generally prohibited for staff.	The minimum number of staff work on campus to maintain administrative functions, while the other half work from home.
5	Generally Prohibited	In order to maintain university functions at a minimal level, research staff are allowed to temporarily enter the facilities to maintain and manage organisms, liquid nitrogen, poisonous substances, etc. and for the operation, maintenance and management of laboratory facilities, servers, etc. with the faculty representative's permission. In this case, working on a shift system is required in principle, and no face-to-face meetings are allowed.	All classes should be cancelled, in principle.	No students are allowed on campus.	All extracurricular activities are prohibited	Only online meetings are allowed. However face-to-face meetings, which are the bare minimum necessary for university (faculties) operation, can be held if measures are taken to prevent the spread of infection.	All travel is generally prohibited	In principle, all administrative staff work from home. Only those who receive permission from their department representative can work on campus.

\* The current level of activity restrictions is indicated in yellow. Novel Coronavirus Response Office Meetings may be held to revise this at any time, in reponse to circumstantial changes, and these updates will be publicized.

\* These restrictions do not apply to those engaged in coronavirus research nor to medical staff.

\* These Activity Restriction Measures apply to the entire university in principle. However, they may be applied differently to specific campuses or faculties depending on the infection situation.