

Meiji University Activity Restriction Guidelines

***The current Level is 4 (Red).**

Level	Status	Classes and Educational Activities	Research activities	Student access to campus	Extracurricular activities	Counter service(Office)	Work system of the staff	Lending of facilities	Buildings and gates	Meetings
Level 0 (BLUE)	Normal	Normal	Normal	Normal	Normal	Normal	as usual	Normal	as usual	Normal
Level 1 (Green)	No request for self-restraint has been made, but caution against infection is necessary.	Classes are conducted while attention is paid to preventing the spread of infection. Active use of online classes.	Research activities continue as normal but attention is paid to the prevention of the spread of infection.	Entry is allowed, but attention is paid to preventing the spread of infection.	Activities are allowed while attention is paid to the prevention of the spread of infection.	Counter service(Office) is operational but attention is paid to preventing the spread of infection. Proactive use of e-mail and telephone inquiries is required.	Work as usual with attention to prevention of infection spread.	Lending for visitors is not available. Lending to a limited number of faculty members is allowed.	as usual	Face-to-face meetings are held while paying attention to preventing the spread of infection.
Level 2 (Yellow)	A situation where a request for self-restraint has been made regarding all events, particularly those involving a large number of people.	Classes are conducted online in principle. Some face-to-face classes with a limited number of students are held.	In principle, participation in and sponsoring of research meetings of academic societies is prohibited. Research activities in the university are allowed conditional on the research environment.	In principle, students should refrain from entering the campus. Only some facilities approved by the university are available.	Activities are prohibited in principle. Only certain activities approved by the university are allowed.	In principle, inquiries can only be made by e-mail or phone. Consultations and submission of documents at the office can only be made with prior permission from the office.	As a special measure, utilization of staggered working hours and telecommuting.	Lending for visitors is not available. Permission for lending to a limited number of faculty members is allowed.	Only available facilities are open to the public with limited doors.	Face-to-face meetings are held with attention being paid to preventing the spread of infection. Active use of email or online meetings is required.
Level 3 (Orange)	A state of emergency has not been declared, but a request has been made to refrain from going out.	Online classes only.	In principle, business trips should be canceled. Prohibition of participation in and sponsoring of research meetings of academic societies, etc. As a general rule, research is conducted at home, and entry onto campus is possible only when necessary for preparation and continuation of education and research activities.	In principle, students should refrain from entering the campus. Only some facilities approved by the university are available.	Totally banned	In principle, inquiries can only be made by e-mail or phone. Consultations and submission of documents at the office can only be made with prior permission from the office.	As a special measure, the working system was reduced and telecommuting was actively utilized.	No lending	Only available facilities are open to the public with limited doors.	As far as possible meetings must be conducted online or by email.
Level 4 (Red)	A state of emergency has been declared	Online classes only.	In principle, business trips should be canceled. Prohibition of participation in and sponsoring of research meetings of academic societies, etc. As a general rule, research should be conducted at home, and entry onto campus is possible only when it is indispensable for preparation and continuation of education and research activities.	Entry is prohibited in principle. When it is necessary to enter the campus urgently, Permission by the appropriate department or graduate school is needed in advance. (Students should leave as soon as possible.)	Totally banned	Closed. Only by e-mail or phone.	As a special measure, the minimum number of attendance to maintain office functions. In principle, other workers work at home.	No lending	In principle, all campuses and buildings are closed.	In principle, meetings (except emergency management meetings), are to be conducted online or by email.
Level 5 (Black)	A serious emergency (Situation in which teachers and staff are unable to work due to the spread of infection, etc.)	Online classes only.	Only the minimum number of personnel necessary to maintain research assets is allowed.	No students are allowed on campus.	Totally banned	Closed. Only by e-mail or phone.	As a special measure, in principle, telecommuting is allowed, but only for the maintenance of university operation and the attendance of maintenance personnel of university facilities.	No lending	complete closure of all campuses and buildings	Online or email meetings only.

*The guidelines are subject to change depending on the future situation .