



Measures to Prevent the Spread of  
Infection and Restrictions on Entry to the  
Campuses under Activity Restriction  
Guidelines

\* Meiji University Activity Restriction Guidelines have  
been lowered from level 2 to level 1 from June 21.

**Contents**

**\*Click a hyperlink to go to the desired page.**

Contents	Page
<b><u>Main updates</u></b>	4
<b><u>Introduction</u></b>	6
<b>I. Activities</b>	
<b><u>1. Classes and educational activities</u></b>	8
<b><u>2. Research activities</u></b>	8
<b><u>3. Extracurricular activities</u></b>	8
<b><u>4. Counter services (Office)</u></b>	9
<b><u>5. Facility Lending</u></b>	9
<b><u>6. Meetings within the university</u></b>	9
<b>II. Measures to prevent infection</b>	
<b><u>1. Measures to prevent the spread of infection at the University</u></b>	1 1
<b><u>2. If a person is identified as infected or a close contact by public health centers</u></b>	1 3
<b><u>3. What students or faculty members should do when they are not feeling well</u></b>	1 4
<b><u>4. If a family member or other person who lives with you is identified as an infected person by a public health center, etc.</u></b>	1 5
<b><u>5. Measures to be taken in the event of infection</u></b>	1 5
<b><u>6. Prevention of infection and health management</u></b>	1 5
<b><u>7. International travel</u></b>	1 6
<b><u>8. Daily life</u></b>	1 7
<b><u>9. Definition of Close contact</u></b>	1 8
<b>III. Restrictions on Entry to Campus</b>	
<b><u>1 Restrictions on Campus Entry</u></b>	2 1
<b><u>2 Welfare</u></b>	2 4

<b>IV Research Activities and Guidelines for the Prevention of the Spread of the New Coronavirus Infection</b>	
<b><u>1 Basic policies for conducting research activities</u></b>	<b>2 6</b>
<b><u>2 Points to consider when conducting research activities</u></b>	<b>2 6</b>
<b><u>3 Specific actions</u></b>	<b>2 7</b>
<b><u>4 Other</u></b>	<b>2 8</b>
<b>V Photographs of infection control measures</b>	
<b><u>1 Efforts made by the University</u></b>	<b>3 1</b>

**Main updates**

<b>Update date</b>	<b>Item</b>	<b>Contents</b>	<b>Page</b>
June 21, 2021	General	Revisions based on Level 1 of the Activity Restriction Guidelines.	

[〈Back to Contents〉](#)

**Introduction**

In response to the Emergency Declaration by the Government on April 25, 2021, Meiji University designated the Activity Restriction Guidelines Level as a "Level 2" and imposed certain restrictions on education and research activities as well as on-campus restrictions. However, as the Emergency Declaration by the Government is expected to be lifted on June 20, Meiji University has decided to lower the Activity Restriction Guidelines Level to the "Level 1" from June 21.

Since the health of students and faculty members is our top priority, we will continue to comprehensively examine the spread of infection whilst also examining the policies of the government and prefectures, and if the spread of infection continues, the activity restriction level may be raised again.

Information will be provided through the HP, Oh-o! Meiji! and other means.

We apologize for any inconvenience and ask for your cooperation.

■Meiji University Activity Restriction Guidelines.

<https://www.meiji.ac.jp/koho/natural-disaster/6t5h7p000032pt0n-att/0621ActivityRestrictionGuidelinesEN.pdf>

[〈Back to Contents〉](#)

# I. Activities



**I. Activities****1. Classes and educational activities**

Following the lifting of the emergency declaration that was issued between April 25 and June 20, we will switch from online teaching based on Level 2 Activity Restriction Guidelines to face-to-face teaching based on Level 1 guidelines.

**<Class management based on Activity Restriction Guidelines Level 1>**

In principle, approximately 70% of all classes will be held face-to-face, including hybrid classes, that are partly online. To avoid crowding and prevent infection on campus, sufficient distance between seats will be provided in classrooms.

In addition, approximately 30% of all classes that are considered suitable for online education will be conducted using one of the online types (mainly the on-demand type).

Under Activity Restriction Guidelines Level 1, classes are conducted on the assumption that students will commute to school, so please make sure that you are living within commuting distance. However, for students who are deemed unable to attend school for unavoidable reasons, such as having underlying health conditions that are likely to become severe as a result of infection with the new coronavirus, permission will be given for such students to take face-to-face classes online. Students who wish to apply for permission should follow the prescribed procedures.

**■ Academic Year 2021-Classes(sixth Report)**

<https://www.meiji.ac.jp/koho/natural-disaster/SixthReport.html>

**2. Research activities**

Although it is possible to conduct research activities using university facilities due consideration must be paid to the research environment. Make sure that you wear a mask and limit the number of people in each research room or laboratory to prevent infection.

However, when you use a research room or laboratory, the number of students is restricted to a maximum of 10 for each research room or laboratory, or half of the number of normal use, after ensuring sufficient interpersonal distance(1m minimum) is required.

When conducting research activities, be sure to check "[IV Research Activities and Guidelines for the Prevention of the Spread of the New Coronavirus Infection](#)".

**3. Extracurricular activities**

Some face-to-face activities permitted by the university can be undertaken, if students and others take care to prevent the spread of infection.

If the activity can be carried out online instead of face-to-face, please make sure to do so.

If you are planning an event (such as a sports competition, or the like), please consult the university in advance.

#### **4. Counter services (Offices)**

If you need to visit an administration office, take all necessary measures to prevent the spread of infection. However, to avoid any risk we would prefer you to use the contact form below.

■ Contact Form

<https://www.meiji.ac.jp/koho/natural-disaster/form.html>

#### **[Automatic certificate issuing machines]**

Please check below for the operation schedule for automatic certificate issuing machines. In addition, please be sure to check the information from each faculty, Graduate School, or Professional Graduate School before using this service, as operating hours may change depending on the situation of the spread of new coronavirus infection.

■ For the use of certificate issuing services, please check the site below:

<https://www.meiji.ac.jp/cip/english/about/news/2020/enjsp3000000hell.html>

#### **5. Facility Lending**

As a general rule, facilities such as classrooms, conference rooms, etc. are available to rent but are limited to Meiji University students and faculty members for the purposes of education and research. The lending procedure will be the same as usual.

When using any facility, please make sure that the number of people using it is less than 2/3 of capacity to ensure sufficient space of at least 1m between each user.

No lending of facilities to those outside Meiji University will be made until the Activity Restriction Guidelines level reaches 0.

#### **6. Meetings within the university**

After taking all necessary measures to prevent the spread of infection, faculty



members are allowed to have face-to-face meetings. However, please use messaging or have meetings online whenever possible.

**<Back to Contents>**

**II. Measures to  
prevent infection**



## II. Measures to prevent infection

### 1. Measures to prevent the spread of infection at the University

To ensure safe use of facilities and equipment, measures focusing on cleaning and disinfection work, ventilation enhancement, and splash prevention are being undertaken. Details of these measures may change depending on the future situation.

#### ■ Measures to prevent the spread of infection at Meiji University

<https://www.meiji.ac.jp/koho/natural-disaster/6t5h7p000032pt0n-att/a1593502740366.pdf>



Photographs of university efforts to prevent infection can be found in "V. Photographs of infection control measures".

#### (1) Cleaning and Disinfection

- \*Hand antiseptic solution is installed at the entrance of each building and inside buildings.
- \*Classrooms are cleaned after use, by the next day.
- \*Face guards, sterilization sheets, and detoxifying sprays are available in faculty rooms for use by teachers.

#### (2) Ventilation

- \*Air conditioning focuses on ventilation.
- \*In order to focus on ventilation, a comfortable environment of both temperature and humidity may not be achievable. We ask for your understanding.
- \*When face-to-face classes are held, for safety considerations, keep the doors, vents, windows, etc. open and cooperate in thoroughly ventilating after classes and during breaks.

#### (3) Prevention of splash

We have installed vinyl sheets and other materials to prevent splashing at office counters on campus. In addition, an acrylic panel has also been installed on the teacher's desk in each classroom.

### (4) Use of open spaces, etc.

In order to prevent infection, you may not be allowed to use the benches and tables installed in the open spaces (common areas) of the university or the number of seats may be limited.

In principle, water coolers and hand dryers are no longer in use.

### (5) Use of elevators and escalators

Because elevators tend to get crowded and airless, use the stairs and escalators as much as possible. When using an elevator or escalator, make sure that there is plenty of space between you and the next person.

\*We regularly clean elevators and escalators, but we recommend that you wash your hands frequently after using them because lots of different people touch the buttons and handrails.

### (6) Recommendation of COCOA (application software for contact confirmation) Download

Meiji University strongly recommends that you install and utilize the "New Coronavirus Contact Confirmation App" ("COCOA"), an application provided by the Ministry of Health, Labor and Welfare for notifying people of contact with infected persons.

If you receive a contact notification from COCOA that you have had contact with infected persons, follow the instructions on the app and be sure to consult a medical institution.

#### ■How to install COCOA (Ministry of Health, Labor and Welfare website)

<https://www.mhlw.go.jp/content/10900000/000647649.pdf>

### (7) Recording your activity history (Utilization of the QR code)

A QR code to record everyone's activity has been posted at each entrance, and in classrooms and common spaces, etc. Use your smart phone or mobile phone to record your activity so you can remember where you went.

### (8) Public announcements to raise awareness of the spread of infection

During class break times, announcements are made via the public announcement system regarding infection prevention measures and about special procedures

when entering the campus.

### 2. If a person is identified as infected or a close contact by public health centers

#### (1) When students and faculty members are found to be infected

(Tested positive for the new coronavirus infection)

- ① If you are found to have been infected with the new coronavirus, please contact your school office by telephone or use the Contact Form.
- ② Such students and faculty members are not allowed to enter the campus until they are permitted to do so by the responsible public health center or medical institution.
- ③ After having recovered, please contact your school office by phone or use the contact form.
- ④ Students who have been infected with the new coronavirus should consult with their school office about how to deal with their absence from class.

#### ■Contact Form

<https://www.meiji.ac.jp/koho/natural-disaster/form.html>

#### (2) When a student or faculty member is identified as a close contact by a public health center, etc.

- ① If you are found to be a close contact, follow the instructions of the healthcare center and take the necessary tests at medical institutions.
- ② Please contact your school office by telephone or use the contact form.  
Please contact your school office again when you get the test results.
- ③ According to the results of the tests, students and faculty members are not allowed to enter the campus during the period instructed by the public health center or medical institution.

\*The suspension period for students who have not undergone or cannot undergo medical examinations at medical institutions, etc. is 14 days from the date of the last close contact with the infected person. You will not be able to enter the campus during this period.

- ④ Students who have been infected with the new coronavirus should consult with their school office about how to deal with their absence from class.

#### ■Contact Form

<https://www.meiji.ac.jp/koho/natural-disaster/form.html>

### 3. What students or faculty members should do when they are not feeling well

#### (1) If a student or faculty member is examined for the new coronavirus infection

- ① If you are tested for the new coronavirus at a medical institution, please contact your school office by phone or use the contact form.

Plaease

Please contact your school office again when you get the test results.

- ② According to the results of the tests, students and faculty members are not allowed to enter the campus during the period instructed by the public health center or medical institution.
- ③ Students who have been infected with the new coronavirus should consult with their school office about how to deal with their absence from class.

#### ■Contact Form

<https://www.meiji.ac.jp/koho/natural-disaster/form.html>

#### (2) When students or faculty members have cold symptoms (Fever, cough, feeling sick, impaired sense of smell or taste etc.) but have not been tested for the new coronavirus infection.

- ① Students and faculty members with symptoms such as pyrexia should first consult their primary care physician or other nearby medical institution by telephone, and then seek medical attention. If the doctor suspects an infection, you can be tested for a new coronavirus infection.

#### ■ Ministry of Health, Labour and Welfare Website

[https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou\\_iryuu/dengue\\_fever\\_qa\\_00001.htm](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryuu/dengue_fever_qa_00001.htm)

l#Q5-1

- ② Please follow the instructions of your doctor when you enter the campus after the examination.

\* If a new coronavirus infection is found as a result of the test, please respond as described in 2 (1) above.

## II. Measures to prevent infection

### 4. If a family member or other person who lives with you is identified as an infected person by a public health center, etc.

- ① In this cases, there is a possibility that you may be identified as a close contact by a public health center, and in order to prevent further infection, you are not allowed to enter the campus.

Please wait the contact from the responsible healthcare center (or medical institution) and follow the instruction.

- \* Even if the person living with the you is identified as a close contact, you can enter the campus if the infection is not known.

- ② But If you are also identified as an a close contact person by a public health center, etc., please follow the instructions as set out in 2 (2) above.

### 5. Measures to be taken in the event of infection

- ① When a contact is made from an infected person or a close contact, the relevant department will disinfect or close the affected area based on the predetermined flow.
- ② The new coronavirus countermeasures headquarters will be held as necessary to deal with critical issues.
- ③ Report and consult with necessary organizations such as public health centers and the Ministry of education.

### 6. Prevention of infection and health management

- ① When returning home from outside, wash your hands and gargle frequently before meals. Cough etiquette should be observed when coughing or sneezing (use a mask, tissue, handkerchief, or your sleeve to prevent splashing). In addition, everyone should try to prevent the spread of infection by avoiding crowds as much as possible.
- ② To boost your immune system, try to get enough sleep, eat a balanced diet, and exercise moderately.
- ③ If you experience symptoms of a cold such as a fever, rest at home without exerting yourself.
- ④ If physical symptoms persist, consult a medical institution immediately as you might have an infection.

### 7. International travel

#### (1) Students intending to travel abroad

Please refrain from traveling to countries and regions designated by the Ministry of Foreign Affairs as Infectious Disease Risk Level 3. Also, you are not permitted to visit Level 2 countries.

- Ministry of Foreign Affairs Overseas Safety website

<https://www.anzen.mofa.go.jp/>

- Ministry of Education, Culture, Sports, Science and Technology website

[https://www.mext.go.jp/a\\_menu/coronavirus/index.html](https://www.mext.go.jp/a_menu/coronavirus/index.html)

#### (2) Entering Japan

When entering Japan, regardless of your nationality, certification is required. Since quarantine at airports is being strengthened, a certificate that shows a “negative” examination result for the new coronavirus infection is necessary. You must submit such a certificate that shows that you were examined within 72 hours before departure. A further infection examination will be held when you enter Japan. So please follow the instructions of the officer in charge.

In addition, due to the spread of the new coronavirus infection, requirements concerning documentation and restrictions of entry for those who are not Japanese nationals may be subject to change. Please check the websites of the Ministries concerned:

Ministry of Foreign Affairs website

[https://www.mofa.go.jp/mofaj/p\\_pd/pds/page25\\_002019.html](https://www.mofa.go.jp/mofaj/p_pd/pds/page25_002019.html)

- Ministry of Justice website

[http://www.moj.go.jp/hisho/kouhou/hisho06\\_00099.html](http://www.moj.go.jp/hisho/kouhou/hisho06_00099.html)

- Ministry of Health, Labor and Welfare website

[https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000164708\\_00001.html](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000164708_00001.html)

### 8. Daily life

The Sub-Committee on Countermeasures against New Coronavirus Infections reported that the risk of infection has increased where the following five situations occur, (1) - (5).

To protect your own health and not to infect others around you, please avoid the



following dangers as possible as you can:

### **(1) Drinking and social gatherings**

- \*Drinking alcohol often leads people to lowering their guard and to begin talking loudly.
- \*The risk of infection increases when a large number of people stay for a long time in a small space separated only by partitions.
- \*Sharing drinks and chopsticks increases the risk of infection.

### **(2) Eating and drinking over a long time or with a large number of people**

- \*Prolonged eating and drinking, wining and dining, and pub-crawling involve a higher risk of infection. Make sure to keep your mealtime short when you eat out.
- \*Eating and drinking with more than 5 people may increase the risk of infection because you will probably talk loudly and the transmission of droplets from person to person will increase.

### **(3) Talking to others without a mask**

- \*If you have conversations in close contact with others without a mask, you will increase the risk of infection through the transmission of droplets and microdroplets.
- \* For example, there are confirmed cases of people not wearing masks in karaoke bars.
- \* Make sure that you wear a mask when in a car with others or on a bus.

### **(4) Communal living in a small space**

- \* When sharing tight living spaces, people are together over a long time and speaking to each other in such small spaces increases the risk of infection.
- \* Cases of suspected infection in common areas such as dorm rooms and toilets have been reported.

### **(5) Change of location**

- \*Switching locations, such as during work breaks, can increase the risk of infection due to people becoming careless or changes in the environment.

\*Suspected cases of infection in rest rooms, smoking areas and dressing rooms have been confirmed.

■ "5 situations" that increase the risk of infection

<https://corona.go.jp/prevention/pdf/en.5situations.pdf>

### 9. Definition of Close contact

The term "close contact" is defined as a person who has been exposed to an infected person, during the period that the infected person was confirmed positive for the virus and was infectious (including the time that person was asymptomatic). Ultimately, however, the health center will determine who is a close contact.

The above definition is from, "Procedures for the implementation of an aggressive epidemiological survey on patients with new coronavirus infections" published by the Infectious Diseases Epidemiology Center of the National Institute of Infectious Diseases on May 29, 2020.

Close contacts fall within the following categories:

- (1) Those who live with or have had prolonged contact with an infected person (Including inside a vehicle or an aircraft)
- (2) A person who has examined, or cared for, an infected person without proper infection protection
- (3) Persons who are likely to have had direct contact with contaminants such as the respiratory secretions or body fluids of an infected person
- (4) Other: Persons who have had arm's length contact (roughly one meter) with an "infected person" for more than 15 minutes without conforming to the necessary infection prevention measures (as a general rule the infectiousness of a patient is based on the surrounding environment, contact conditions, and other individual circumstances).

## II. Measures to prevent infection

[〈Back to Contents〉](#)

**III. Restrictions on  
Entry to Campus**



### III. Restrictions on Entry to Campus

#### 1 Restrictions on Campus Entry

##### (1) Those who are permitted to enter campuses

- ① Students
- ② Faculty and staff members (including Temporary Staff)
- ③ Contractors working on campus and visiting contractors.
- ④ Those who have been given prior permission by the university to enter campuses.
- ⑤ Prospective Meiji University students
- ⑥ Applicants for admission to Meiji University

\* Please refer to the pages for issuing certificates for each faculty or Graduate School, for campus entry for the graduates.

<https://www.meiji.ac.jp/koho/graduates/index.html> (Japanese Only)

##### (2) Facilities available to students

Students can use university facilities to take face-to-face classes or online classes, take research guidance sessions, etc. at the university. In addition, some university facilities such as libraries are also available. The time periods of the availability of these facilities, and those who are allowed to use each facility may differ from the normal situation. Please check the appropriate website for details.

People who are infected often have no symptoms and may unknowingly spread the infection to others. Therefore, to prevent infection, all students should return home as soon as possible after their classes or their business on campus has finished. Students should refrain from attending parties or social gatherings.

##### ○Library

\*Please pay attention to how long the libraries may be used.

##### ■Library HP

<https://www.meiji.ac.jp/library/news/2020/6t5h7p000034cch1.html>

##### ○Media facilities (IT classrooms)

\*Please pay attention to how long the facilities may be used

##### ■Surugadai Campus

<https://www.meiji.ac.jp/ksys/news/2020/6t5h7p0000347jcu-att/6t5h7p0000347jds.pdf>

##### ■Izumi Campus

<https://www.meiji.ac.jp/wsys/6t5h7p0000347h0i.html>

■Ikuta Campus

<https://www.meiji.ac.jp/isys/news/2021/6t5h7p00003axobb-att/6t5h7p00003axoep.pdf>

■Nakano Campus

<https://www.meiji.ac.jp/nksd/news/2020/6t5h7p000034hg1s.html>

○Museum Library(Surugadai Campus)

<https://www.meiji.ac.jp/museum/news/2020/6t5h7p000039qqkw.html>

○Museum(Surugadai Campus)

<https://www.meiji.ac.jp/cip/english/institute/museum.html>

○AKU YOU Memorial Museum(Surugadai Campus)

[https://www.meiji.ac.jp/cip/english/institute/akuyou\\_museum.html](https://www.meiji.ac.jp/cip/english/institute/akuyou_museum.html)

○ Meiji University the defunct Imperial Japanese Army Noborito Laboratory Museum for Education in Peace (Ikuta Campus)

<https://www.meiji.ac.jp/noborito/>

○Laboratories

Laboratories, faculty offices, collaborative research offices and study rooms can only be used for educational and research purposes. In order to prevent the spread of infection, there is a limit to the number of people allowed to use a science laboratory or research room, so please consult your supervisor.

### (3) Measures in place for entering facilities

When entering facilities, you are required to present your identification card at the entrance (main gate, building entrance, Disaster Prevention Center, etc., depending on the campus.)

Details below:

\* If you forget to bring your ID card, we may ask you to complete the entry ledger at some facilities.

\* Students and full-time faculty members should use their ID cards on entry. However, there are some buildings which do not have a card reader. In that case, please use your smart phone or mobile phone to read the QR code posted at entrances.

① Students:

Please bring your Student ID Card with you so that you can use the card reader for entry control.

② Full-time faculty members

### III. Restrictions on Entry to Campus

Please bring your faculty member ID Card with you so that you can use the card reader for entry control.

- ③ Contractors working on campus and visiting contractors

Please show your ID such as your teacher's card.

- ④ Those who have been given prior permission by the university to enter campuses.

Please complete the entry ledger at the entrance of each building.

- ⑤ Prospective Meiji University students.

Please complete the entry ledger at the entrance of each building.

- ⑥ Applicants for admission to Meiji University

Please complete the entry ledger at the entrance of each building.

#### (4) Compliance with entry requirements

- ① Please take your temperature at home and check that you are in good physical condition before entering any campus.

Do not enter the campuses if you have a fever of 37.5 °C or higher, or if you are worried about your health.

- ② Non-contact thermometers are installed at each campus. If you forget to take your temperature at home, please check your temperature with these thermometers.

##### ■ Map showing the locations of the thermometers

[https://www.meiji.ac.jp/koho/natural-disaster/thermometer/location\\_english.pdf](https://www.meiji.ac.jp/koho/natural-disaster/thermometer/location_english.pdf)



- ③ When entering the facilities and while in the facilities, please wear a mask. Please take measures to prevent heat stroke.
- ④ When entering the campus, use the disinfectant installed at the entrance of each facility, and wash your hands with soap after entering the campus.
- ⑤ If you feel unsure about your physical condition after entering the campus, do not push yourself too hard and go home immediately. In addition, before you go home, please talk to the staff nearby (including clinics).
- ⑥ When entering a facility please ensure social distancing (2 meters or more). Be aware of the 3 C's.

### III. Restrictions on Entry to Campus

- ⑦ To prevent droplet infection, avoid unnecessary chatter and reduce physical contact to lower the risk of contact infection.
- ⑧ If you get a fever or cold within 2 to 3 days after entering the campus, please contact the appropriate office.

## 2 Welfare

### (1) Student cafeterias, shops, etc.

Some of the University's welfare facilities will resume business after April 1<sup>st</sup>. For further information, please check the following site.

<https://www.meiji.ac.jp/koho/studentsservice/hour/hour.html>

### (2) Food and drink in university buildings

Eating and drinking are allowed in designated areas such as cafeterias, lounges, etc. At lunch time it is also allowed in some classrooms to prevent crowding in designated areas. In that case, to prevent the spread of infection by splashing, please abstain from face-to-face eating or conversation. After eating or drinking, please clean your seat with a disinfectant sheet or disinfection spray. These are provided in each classroom.

\* For further information, please check the following site.

<https://www.meiji.ac.jp/koho/studentsservice/hour/hour.html> (Japanese only)

[〈Back to Contents〉](#)



**IV Research Activities and  
Guidelines for the  
Prevention of the Spread  
of the New Coronavirus  
Infection**



## IV Research Activities and Guidelines for the Prevention of the Spread of the New Coronavirus Infection

In order to prevent the spread of the new coronavirus infection, Meiji University Activity Restriction Guidelines define the scope of various activities. In accordance with these guidelines, the Organization for the Strategic Coordination of Research and Intellectual Properties has established guidelines for research activities at Meiji University. Please note these guidelines when conducting research activities.

### 1 Basic policies for conducting research activities

- (1) Prevention of cluster formation in research rooms or laboratories.
- (2) Thorough management measures for the prevention of infection.
- (3) Everyone should behave responsibly for the good of the university as a whole.

### 2 Points to consider when conducting research activities

#### (1) Overall research activities

- ① Everyone should thoroughly implement the general infection prevention measures (by avoiding contact and droplet infection).
- ② Research should be conducted at home and at the university. When conducting research at the university, try to reduce research time in the research room or laboratory by using a shift system.
- ③ Staff and students should be careful to comply with the "3 C's" described below.

#### (2) Utilization of facilities and equipment for experiments

- ① The use of facilities and equipment for experiments shall be kept to a minimum, and data analysis, etc. shall be conducted at home.
- ② An operation plan and a facility utilization plan shall be formulated to avoid the 3 C's: a closed space with poor ventilation, a crowded place where many people gather, and a space where people talk in close

proximity.

### **(3) Events and Seminars**

- ① In principle, holding events on campus is prohibited (when including someone from outside Meiji University). Events are required to be held online, such as live distribution using WEB conference tools and on-demand distribution of programs using special sites. In addition, for research meetings of small numbers of people, sufficient care must be taken to prevent the spread of infection by wearing masks and by limiting the number of people in each room.
- ② A virtual venue (Online poster exhibition area) will be set up, and posters uploaded by each applicant will be displayed. Examinations, questions and answers using WEB conference tools will be provided.

### **(4) Research activities outside the university**

Research or business trips, both within and outside of Japan shall be kept to the minimum or be done online, if possible. If trips are unavoidable, they should be undertaken on your own responsibility and after ensuring sufficient safety.

### **(5) Consideration for Students**

In order to prevent infection, due consideration should be given to allow students not to visit the university, if they wish. This is in light of the fact that there are students who do not want to travel long distances by train, or students who have gone back to their parents' homes, or international students who cannot enter Japan.

## **3 Specific actions**

### **(1) Prevention of infection**

- \*Before leaving home, be sure to check your temperature (it must be approximately 37.5 degrees or less) and that you are not feeling unwell.
- \*When you enter any of the campuses, use the disinfectant installed in the entrance of each facility, etc.
- \*Hand wash thoroughly with soap and water.

- \*Always wear a mask.
- \*Minimize communication between yourself and others.
- \*Ensure the room you are in is well ventilated while taking into account the nature of the experiment, etc. (check at least twice an hour)

## **(2) Management of personnel and behavior**

- \*The upper limit of people in each laboratory or research room is 10 or half of the capacity, after ensuring a sufficient interpersonal distance (1meter minimum). On campus, social distancing (2 meters or more) should be followed.
- \*Go directly to the lab or research room and return directly home from the room.
- \*In person meetings should be minimized and meetings should be carried out using WEB conferencing, chat, or email.
- \*Records of entry to and exits from laboratories (Name, time of entry and exit, work content, etc.) are kept daily.

## **(3) Behavior in cases of suspected infection**

- \*Just before leaving home, check your physical condition (body temperature, etc.). If infection is suspected, do not go to the university or to work. Inform your supervisor and consult a medical institution, if necessary.
- \* If you feel unsure about your physical condition after entering the campus, go home immediately after informing the staff of your condition (including clinics).
- \*When a suspected infection has occurred, a report should be made to your supervisor, using the appropriate means of communication, such as "The self-report form for the new Coronavirus".

## **4 Other**

### **(1) Competitive research funding system**

The Fund Allocation Institutions (JSPS, JST, AMED, etc.) are responding flexibly to applications for public offerings and to extend the deadline for various procedures.

The flexible measures currently being implemented under the competitive

research grant system of the Ministry of Education, Culture, Sports, Science and Technology are being disclosed to researchers and research institutions by centralizing information on the Ministry of Education, Culture, Sports, Science and Technology website.

- Ministry of Education, Culture, Sports, Science and Technology website

[https://www.mext.go.jp/a\\_menu/shinkou/torikumi/mext\\_00638.html](https://www.mext.go.jp/a_menu/shinkou/torikumi/mext_00638.html)

## (2) Immigration control

The Japanese government is taking various ‘waterfront’ measures. When you return to Japan or enter Japan, please check the Overseas Security Website of the Ministry of Foreign Affairs.

- Ministry of Foreign Affairs Overseas Safety Website

<https://www.anzen.mofa.go.jp/>

[〈Back to Contents〉](#)

**V Photographs of  
infection control  
measures**















V Photographs of infection control measures

1 Efforts made by the University





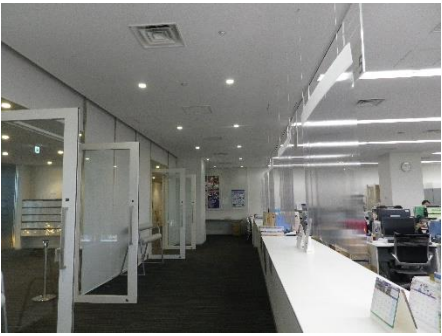

The following photographs are of some of the measures taken by Meiji university to prevent infection.

<p>No seating sticker to have seat distance</p>	<p>Partition on teacher's desk</p>	<p>Partition between each seats in Media room(Surugadai)</p>
<p>Disinfectant solution (Surugadai)</p>	<p>Partition in dining room(Surugadai)</p>	<p>Temperature taking spot (Surugadai)</p>
<p>Non-contact thermometer card</p>	<p>Record of entry to campus</p>	<p>Signboard at the entrance to a</p>



<p><b>reader (Surugadai)</b></p> 	<p><b>(Surugadai)</b></p> 	<p><b>building (Surugadai)</b></p> 
<p><b>Social distance signboard (Surugadai)</b></p>	<p><b>Social Distance Posting (Surugadai)</b></p>	<p><b>Warning notice in the building (Surugadai)</b></p>
		
<p><b>Social Distance Posting (Surugadai)</b></p>	<p><b>Canteen (Ikuta)</b></p>	<p><b>Desk Top Partition Panels (Ikuta)</b></p>
		
<p><b>Measures against infectious diseases in offices (Izumi)</b></p>	<p><b>Library Salon, Open for Lunch (Izumi)</b></p>	<p><b>Entrance restrictions at main gate (Izumi)</b></p>
		
<p><b>Entry restrictions (Izumi)</b></p>	<p><b>Online Classroom (Nakano)</b></p>	<p><b>Reserved seating partition in</b></p>



		<p>dining room (Nakano)</p> 
<p>Non-contact thermometer (Nakano)</p>	<p>Social Distance Appeal (Nakano)</p>	<p>Reserved seating in PC Classroom (Nakano)</p>
		
<p>Tablet Card Reader for the Entry Management System (Nakano)</p>	<p>Vinyl sheets installed at the office counter (Nakano)</p>	<p>Increasing Ventilation by opening doors (Nakano)</p>

[〈Back to Contents〉](#)

End of document