

## Regarding the revised version of Tsuru University's Activity Guideline

On the 28th of July 2020, we determined the range of activities permitted to be conducted in the university regarding education, research, and other managerial tasks, and presented an activity guideline for preventing the spread of COVID-19. That activity guideline exhibited 5 levels for each type of activity. Level 0 for normal, level 1 for low restriction, level 2 for medium restriction, level 3 for high restriction, and level 4 for suspension of all activities. Descriptions of the situations for each level were designed by the committee for the prevention of COVID-19 with focus on the situation of the spread in the eastern Fuji area and the neighboring prefectures.

In the spring semester of 2020, classes were carried out essentially online following the level 2 descriptions on the forementioned guideline. Only the classes that focus on experiments, practical skills, and practical trainings were carried out offline with consideration to prevent the spread of infection. Then in the autumn semester, we strengthened the countermeasures to prevent the infection to carry out more face-to-face classes as requested by students and teachers.

For the upcoming year, we decided to revise the original activity guideline to fulfill the needs of both research and prevention of the spread. As a result, we added, "Level 1.5" which is described as "medium-low restriction." Please read the "Activity Guideline for Preventing the Spread of COVID-19 (Revised Version)" for details of level 1.5.

Regarding the continuous reports on outbreaks on campus and clusters occurring in the Tsuru area, the university is going to maintain the "Level 2" status for the time being. Please note that the restriction levels are subject to change depending on the situation of infection outbreaks.

Tsuru university will keep dealing with the COVID-19 situation to maintain educational and research activities as much as possible while preventing the infection of COVID-19, by uniting with teachers and students. Thank you for your understanding and cooperation.

President of Tsuru University    Seiji Fukuta  
Chairman of Tsuru University    Hidenori Fujita

## Activity Guideline for Preventing the Spread of COVID-19 (Revised Version)

Tsuru University  
Committee for Prevention of COVID-19  
16<sup>th</sup> December 2020

Levels	Courses/Other Educational Activities	Research Guidance	Students' Accessibility to University	Extracurricular Activities Such as Club Activities	Counter Services	Faculty Meetings	Facility Usage of Non-affiliates	Research Activities	Academic Conferences/ Off-campus Activities
Level 0 Usual	As usual	As usual	As usual	As usual	As usual	As usual	As usual	As usual	As usual
Level 1 Restricted (low)	Classes will be held face-to-face.	Teachers are allowed to carry out face-to-face research guidance and supervision.	Students are allowed to enter the university facilities	Students are allowed to carry out activities such as "club" or "circle" activity.	Face-to-face services will be carried out.	Meetings will be carried out face-to-face..	Non-affiliates are allowed to use university facilities.	Teachers are allowed to engage in research on campus only in their offices.	Allowed. As for the faculty's international travels, the university will decide to give permission or not based on information provided by Ministry of Foreign Affairs or the destination and the situation at each destination.
Level 1.5 Restricted (medium-low)	Classes will be held face-to-face. However, online classes will be carried out when necessary.	Teachers are allowed to carry out face-to-face research guidance and supervision. However, online guidance will be carried out when necessary.	The same as level 1.	Students may carry out activities with permission of the university.	Face-to-face services will be carried out. However, emails and phone calls are to be partially used.	Meetings will be carried out face-to-face. However, online participation is allowed when necessary.	Non-affiliates are allowed to use university facilities provided that the number of people using the facility is limited.	The same as level 1.	The same as level 1.
Level 2 Restricted (medium-high)	Classes will be held online. However, face-to-face classes will be carried out when necessary.	Teachers are allowed to carry out face-to-face research guidance and supervision. However, online guidance is encouraged.	Students may enter the facilities that are permitted by the university.	The same as level 1.5	Face-to-face services will be carried out. However, emails and phone calls are to be actively used.	The same as level 1.5.	The same as level 1.5.	The same as level 1.	The same as level 1.
Level 3 Restricted (high)	Classes will be held online.	Research guidance and supervision are to be carried out only online.	Students are prohibited from entering the university facilities, with the exception of facilities that are permitted by the university.	Face-to-face activities are prohibited. Online activities are accepted.	Only services using emails and phone calls will be provided.	Meetings are to be carried out online or using emails. Face-to-face meetings may be carried out when necessary but will be strictly limited.	Non-affiliates will not be allowed to use university facilities.	Teachers are essentially to carry out research at home. However, usage of their offices may be permitted when necessary.	Only urgent activities will be permitted to be carried out with the utmost consideration to prevent the spread of infection.
Level 4 Suspended in principle	The same as level 3.	The same as level 3.	Access to all facilities will be prohibited.	The same as level 3.	The same as level 3.	All meetings will be carried out online or using emails.	The same as level 3.	Teachers are to carry out all research at home.	Only those that can be undertaken at home will be permitted.

### Explanation of Levels and Standards

※ This guideline may be revised again based on the changes in the situation of infection..

Levels	Standards
Level 0 Normal	
Level 1 Restricted [low]	When no spread of infection is reported (outbreak is tolerable) in the eastern Fuji area, in other regions in Yamanashi Prefecture, or in neighboring prefectures.
Level 1.5 Restricted [medium-low]	When no spread of infection is reported in the eastern Fuji area, and when caution is required for the spread in other regions in Yamanashi Prefecture, or in neighboring prefectures.
Level 2 Restricted [medium-high]	When spread of infection is reported in other regions in Yamanashi Prefecture, or in neighboring prefectures except eastern Fuji area.
Level 3 Restricted [high]	When a national emergency is declared and Yamanashi Prefecture is included in the target area, or when there is a large number of infections reported in Tsuru city without sufficient knowledge of the route of those infections.
Level 4 Suspended	When the national or local government requests the suspension of Tsuru University based on the national emergency declaration, or when there is a high risk of infection spreading on campus.