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COVID-19 STANDARD OPERATING PROCEDURE (SOP) FOR STAFF, STUDENTS AND VISITORS OF UTAR (TRANSITION TO ENDEMIC PHASE)

(16 January 2023)

Reference:

Prosedur Operasi Standard (SOP) Pengurusan Operasi Institusi Pendidikan Tinggi Semasa dan Pasca PKP COVID-19 KPT/JPT, Majlis Keselamatan Negara (MKN) & Kementerian Kesihatan Malaysia (KKM/MOH)



Personal Safety Measures

In implementing **any activity**, the following safety measures apply :



1. Washing of hands with soap or hand sanitiser regularly.



2. Wearing of face masks is OPTIONAL in UTAR indoor venues.

Wearing of masks is still be mandatory in UTAR vehicles (cars, vans and buses).



Bilik Gerakan



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The operations of UTAR Bilik Gerakan COVID-19:

Monitoring any transmission of COVID-19 endemic in UTAR

Monitoring and recording the health status of all staff, students and visitors

Reporting any new cases detected to MOHE via Bilik Gerakan COVID-19 KPT Hotline weekly

All cases detected must be reported to Bilik Gerakan COVID-19 UTAR:

Kampar Campus Hotline:
0111 - 0613354

Sg Long Campus Hotline:
0111 - 0603354

Reminding staff and students to always adopt safety measures as recommended by the Ministry of Health (MOH)



Attendance of Staff, Students and Visitors

- UTAR staff, students and visitors with '**High Risk**' status [Confirmed Case and Person under Surveillance (PUS)] on MySejahtera or those under Home Surveillance Order (HSO) are not allowed to enter the campus.
- In case of any need for further advice and clarification regarding the safety and health status of any person, the Bilik Gerakan officer will consult the assigned clinicians from MK FMHS on duty for the day.



COVID-19 Cases



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UTAR shall report all suspected or positive COVID-19 cases that have been confirmed by MOH to the MOHE immediately and ensure that the following matters are complied with:

- Ensure the identity and information of staff and students suspected or with positive COVID-19 confirmed by MOH are reported to MOHE.
- Identify close contacts and locations related to the individual suspected or confirmed with positive COVID-19.
- All teaching and learning activities related to **staff** suspected or positive COVID-19 should be in OTL mode or postponed immediately.
- Meanwhile, **students** under suspected or positive COVID-19 should be in OTL mode. However, the classes can continue the next day physically after sanitisation is made.
- The relevant locations will be closed for disinfection process.



COVID-19 Cases



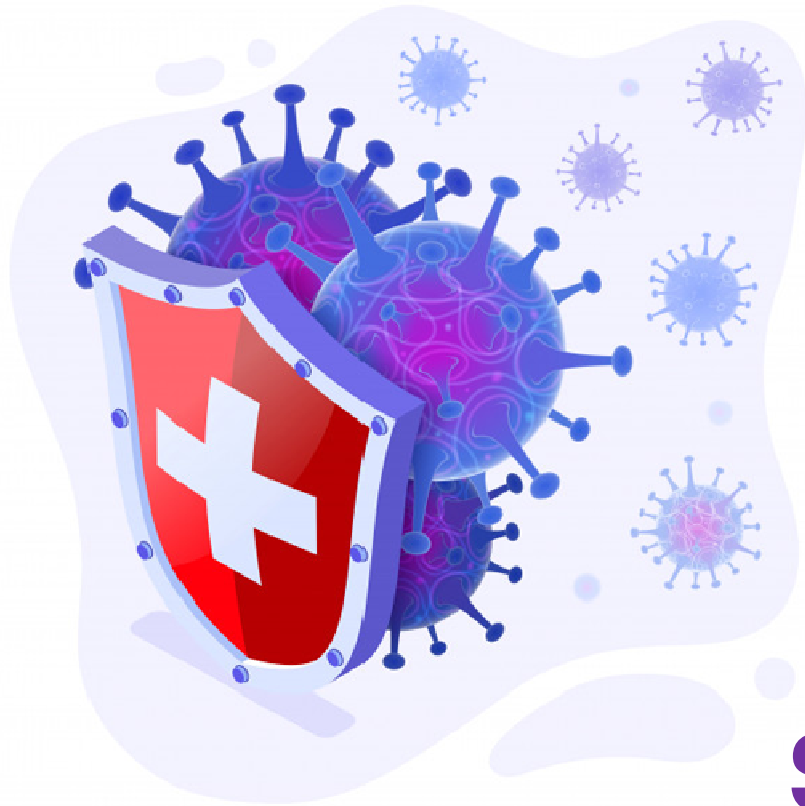
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If UTAR staff and students fall into the category below, they must comply with the following actions:

Categories	Action(s) to be taken
A • Staff/student has been tested positive	<ul style="list-style-type: none">• Follow instructions given by MOH (hospital treatment, COVID-19 test, contact tracing, etc)• Under Test and Release, have an option to undergo a supervised RTK-AG test by medical staff on the 4th day. They may release from quarantine if tested negative.• Report to immediate supervisor/respective lecturer• Hospitalisation leave will be granted upon receiving supporting documentation• ERT to take necessary actions immediately• Report to Bilik Gerakan for close monitoring

The revised COVID-19 Cases and Classification for Close Contact Management in Campus can be viewed at <https://dccpr.utar.edu.my/COVID-19-News-Announcements.php>





**Our safety and health are
our shared responsibility.
Please comply with all SOPs
set by MOH, KPT and UTAR.**

Stay Safe, Stay Healthy.