

OUAVM Business Continuity Plan during COVID-19

July 12,2021~

• The OUAVM Business Continuity Plan during the COVID-19 pandemic will be revised as follows on July 12.
 • Changes are shown in red font and in red boxes.

July 12,2021

- Levels are set based on the potential risks involved.
- Allowed activities are determined in reference to the criteria for each level, and details will be provided separately.
- Members of the OUAVM community are asked to continue practicing basic infection control measures, including avoidance of the three Cs (closed spaces, crowded places and close-contact settings), physical distancing, mask wearing and frequent hand washing.
- Primarily the faculty should urge their students to exercise caution.
- Any OUAVM student, faculty or staff member who becomes subject to testing as a close contact or a suspected case must isolate themselves at home—even if they test negative—for two weeks from the day following the day on which they came in contact with a person confirmed to be infected with the virus. They must also monitor their health during this period.

Students

		Level 1	Level 2	Level 3	Level 4	Level 5	
		Normal times	Restrictions: low level	Restrictions: medium level	Restrictions: high level	Prohibition of activities	
1	Classes	Lectures	• No particular restrictions	• In-person classes allowed while urging utmost caution against infection spread.	• Remote class instruction in principle. • In-person teaching allowed for some classes.	• Remote class instruction only.	• All classes canceled.
		Experiment, training	• No particular restrictions	• In-person classes allowed while urging utmost caution against infection spread.	• Remote class instruction in principle. • In-person teaching allowed for some classes.	• Remote class instruction only.	• All classes canceled.
		TUTORIAL RESEARCH/GRADUATION RESEARCH PRESENTATION/GRADUATION RESEARCH EXAMINATION	• No particular restrictions	• In-person classes allowed while urging utmost caution against infection spread.	• Remote class instruction in principle. • In-person teaching allowed for some classes.	• Remote class instruction only.	• All classes canceled.
		TEACHING PRACTICES/PRACTICE IN MUSEUM/INTERNSHIP	• No particular restrictions	• In-person classes allowed while urging utmost caution against infection spread.	• In-person teaching allowed based on the submission of an application.	• In-person classes allowed under certain conditions based on the submission of an application.	• All classes canceled.
2	Research Activities	• No particular restrictions	• Research activities allowed while urging utmost caution against infection spread.	• Research activities allowed under certain conditions. (*1)	• Research activities canceled in principle.	• All research activities canceled.	
3	Domestic travel, including hometown visits	• No particular restrictions	• Travel allowed while urging utmost caution against infection spread.	• Travel allowed under certain conditions. (*2)	• Travel prohibited in principle.	• All travel prohibited.	
4	International travel	• No particular restrictions	• Travel allowed while urging utmost caution against infection spread.	• Travel allowed under certain conditions.	• Travel prohibited in principle.	• All travel prohibited.	
5	Acceptance of international students	• No particular restrictions	• Acceptance of international students allowed while urging utmost caution against infection spread.	• Acceptance of international students allowed if the government approves their entry to Japan.	• Acceptance of international students prohibited in principle.	• Acceptance of all international students prohibited.	
6	Participation in education and career support programs	• No particular restrictions	• Participation allowed while urging utmost caution against infection spread.	• Participation allowed under certain conditions. (*3)	• Participation prohibited in principle.	• All programs prohibited.	
7	Entry to the OUAVM campus	• No particular restrictions	• Entry allowed while urging utmost caution against infection spread.	• Entry allowed under certain conditions. (*4)	• Entry prohibited in case of non-essential reasons.	• All students prohibited from entering the campus.	
8	Use of OUAVM library	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed under certain conditions. (*5)	• Use prohibited in principle.	• All use prohibited.	
9	Extracurricular activities	• No particular restrictions	• Activities allowed while urging utmost caution against infection spread.	• Activities allowed based on the submission of an application.	• Activities allowed under certain conditions based on the submission of an application. (*6)	• All activities prohibited.	
10	Use of OUAVM gymnasium	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed based on the submission of an application.	• Use prohibited in principle.	• Use prohibited.	
11	Use of OUAVM locker rooms	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed under certain conditions. (*7)	• Use prohibited in principle.	• Use prohibited.	
12	Use of OUAVM training rooms	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed under certain conditions. (*7)	• Use prohibited in principle.	• Use prohibited.	

13	Use of OUAVM outdoor sports facilities	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed based on the submission of an application.	• Use prohibited in principle.	• Use prohibited.
14	Social gatherings and other events where people eat and drink together (excluding dining out in small groups)	• No particular restrictions	• Events allowed while urging utmost caution against infection spread.	• Events allowed under certain conditions.	• Events postponed or canceled in principle.	• Events postponed or canceled.

(*1) • Decisions will be made individually depending on the status of infection.

(*2) • Research guidance should be provided remotely, not in person.
• Research activities, including caring for animals, which cannot be disrupted, must be conducted under the direct instruction of supervisors.

(*3) • Refrain from non-essential travel and decide whether to proceed with such trips applying extreme caution in accordance with the requests of local governments. After returning home from a trip, students should keep tabs on their health for two weeks.

(*4) 1.Regional collaboration programs hosted by OUAVM (prohibited until the state of emergency is lifted)
2.Career support programs

(*5) (1) Students who take remote classes on campus due to internet access limitations at home
(2) Students who view class videos as supplementary lessons (only those permitted by the course instructors)
(3) Students who take in-person classes
(4) Undergraduate and graduate students engaged in research work
(5) Students who need to enter the campus to submit applications or other procedures, to receive consultations, and to care for animals
(6) Students who use the University Library
(7) Students who use the cafeteria or the store for a short period of time
(8) Students permitted to engage in extracurricular activities
(9) Students who participate in education and career support programs

Note: Students in (4) above must follow their supervisor's guidance and observe the following three instructions.

- Follow OUAVM's infection control measures and try to prevent the spread of infections.
- Minimize hours of research work at laboratories as much as possible.
- Work at home if you can.

(*6) • Restrictions on opening hours

(*7) • Do not travel to areas where the local government has issued a request to refrain from traffic due to a declared state of emergency.

(*8) • Use is allowed for classes (including experiments and training) as long as infection control measures are taken

(*9) • Compliance with sanitary control and other rules is required.

Faculty and staff

		Level 1	Level 2	Level 3	Level 4	Level 5
		Normal times	Restrictions: low level	Restrictions: medium level	Restrictions: high level	Prohibition of activities
1	Educational and research activities	• No particular restrictions	• Activities allowed while urging utmost caution against infection spread.	• Activities allowed under certain conditions. (*1)	• Staff instructed to work from home in principle. (Working on campus allowed for the shortest time possible, only to support ongoing experiments and research or to provide online classes.)	• Staff instructed to work from home in principle. (Working on campus allowed for the shortest time possible only to support ongoing experiments and research.)
2	Working on campus by administrative staff	• No particular restrictions	• Working on campus allowed while urging utmost caution against infection spread.	• Working on campus allowed under certain conditions. (*1)	• Working on campus allowed only by the minimum number of personnel required to maintain University operations.	• Working on campus allowed only for the minimum number of personnel required for University facility maintenance and crisis management.
3	Meetings	• No particular restrictions	• Meetings allowed while urging utmost caution against infection spread.	• Videoconferences and written deliberations by means of email used in principle (except for important meetings).	• Videoconferences and written deliberations by means of email used in principle (except for important meeting).	• Meetings postponed or cancelled except in emergencies.
4	OUAVM-hosted events	• No particular restrictions	• Events allowed while urging utmost caution against infection spread.	• Events allowed under certain conditions. (*2)	• Events postponed or cancelled unless sufficient infection control measures are taken.	• All events canceled.
5	Domestic business travel	• No particular restrictions	• Travel allowed while urging utmost caution against infection spread.	• Self-restraint on travel requested.	• Travel prohibited in principle.	• All travel prohibited.
6	Domestic leisure travel	• No particular restrictions	• Travel allowed while urging utmost caution against infection spread.	• Self-restraint on travel requested.	• Travel prohibited in principle.	• All travel prohibited.
7	International business travel	• No particular restrictions	• Travel allowed while urging utmost caution against infection spread.	• Self-restraint on travel requested.	• Travel prohibited in principle.	• All travel prohibited.
8	International leisure travel	• No particular restrictions	• Travel allowed while urging utmost caution against infection spread.	• Self-restraint on travel requested.	• Travel prohibited in principle.	• All travel prohibited.
9	Use of OUAVM gymnasium	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed based on the submission of an application.	• Use prohibited in principle.	• Use prohibited.
10	Use of OUAVM locker rooms	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed under certain conditions. (*4)	• Use prohibited in principle.	• Use prohibited.
11	Use of OUAVM training rooms	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed under certain conditions. (*4)	• Use prohibited in principle.	• Use prohibited.
12	Use of OUAVM outdoor sports facilities	• No particular restrictions	• Use allowed while urging utmost caution against infection spread.	• Use allowed based on the submission of an application.	• Use prohibited in principle.	• Use prohibited.
13	Workplace gatherings where people eat and drink together (excluding dining out in small groups)	• No particular restrictions	• Events allowed while urging utmost caution against infection spread.	• Events allowed under certain conditions.	• Events postponed or canceled in principle.	• Events postponed or canceled.

(*1) • Working from home should take priority.

(*2) 1.Regional collaboration programs hosted by OUAVM
2.Career support programs

(*3) • Avoid unnecessary movement, and make decisions according to the request of the local government. Take care of your health for two weeks after moving.

(*4) • Compliance with sanitary control and other rules is required. (The same conditions as those set for students apply.)