

## **INCEIF CAMPUS OPENING IN OCTOBER 2021**

**Start Date: 01 October 2021**

Following the government's announcement on 09 September 2021 that Selangor and W.P. Kuala Lumpur are moved to **Phase 2 of the National Recovery Plan** (*Pelan Pemulihan Negara – Fasa 2*) updated 17 September 2021 and the Ministry of Higher Education's announcement on 14 September 2021 that Higher Educational Institutions can start to open their campuses in phases starting 15 October 2021, INCEIF is set to open its campus based on the SOPs/ guidelines that have been issued.

<b>1.0</b>	<b><u>GENERAL GUIDELINES FOR ENTERING THE CAMPUS</u></b>
	<ol style="list-style-type: none"> <li>1) Only fully vaccinated staff / students / visitors / vendors will be allowed to enter the campus.</li> <li>2) <b>Definition of fully vaccinated:</b> <ul style="list-style-type: none"> <li>❖ <b>14 days (2 weeks) after receiving second dose of Pfizer, AstraZaneca, BioNTech or Sinovac vaccine;</b></li> <li>❖ <b>28 days (4 weeks) after receiving Johnson &amp; Johnson or CanSino vaccine.</b></li> </ul> </li> <li>3) For students / visitors / vendors entering the campus, their names will be checked by the security guards at the guardhouse against the list given by FMP.</li> <li>4) The security guard will check the vaccination status on the staff / students' / visitors' / vendors' MySejahtera profile before allowing them to Check-in through MySejahtera app and taking their temperature.</li> <li>5) Face masks must be worn and physical distancing must be practiced at all times when on campus.</li> <li>6) The security guards shall deny entry to anyone who is not complying with the guidelines given.</li> </ol>
<b>2.0</b>	<b><u>VISITORS, VENDORS &amp; DELIVERIES</u></b>
	<ol style="list-style-type: none"> <li>1) Department/officer-in-charge to inform FMP through email of their visitors/vendors coming to the campus <b>by 5.00 pm a day before</b> the date of appointment.</li> <li>2) Department/officer-in-charge must inform their visitors/vendors that only fully vaccinated individuals will be allowed to enter the campus before making an appointment.</li> <li>3) Details of visitors/vendors to be provided to FMP: <ul style="list-style-type: none"> <li>• Full name of visitor/vendor;</li> <li>• Name of company/institution;</li> <li>• Mobile number (for contact tracing purposes);</li> </ul> </li> </ol>

	<ul style="list-style-type: none"><li>• Date, time and purpose of visit;</li><li>• Name of officer/department in charge.</li></ul> <p>4) Deliveries for food will be allowed up until the lobby area; whereas deliveries of parcels and packages will be allowed up until the Reception counter.</p> <p>5) Vendors/visitors/deliveries shall follow the guidelines as detailed under 'General Guidelines' under item 1.0.</p>
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