Date: 5 March 2020

To: Teachers and Students

We would like to update you on the recent advisories from NTU.

1. **Updated Advisories on Travel Declaration**

   All Teachers and Students are required to make a new travel declaration for the period 17 February to 31 July 2020, regardless of whether you have travelled or are planning to travel during this period. This applies to both official and personal trips.

   A travel declaration form will be given during lesson. Should your travel plans change or have plans to travel in the next few months after this declaration has been made, please email to update us.

   Please be reminded that if you decide to travel to **mainland China, South Korea, northern Italy or Iran**, you will be required by the Government to serve a **14-day Stay-Home Notice** once you return to Singapore.

   All persons who have been issued a **14-day Stay-Home Notice** must remain in their place of residence at all times except to seek medical attention. They should monitor their health closely and seek medical attention immediately, if they develop any fever or symptoms of acute respiratory illness such as cough or shortness of breath. NTU will take disciplinary action against those who flout these mandatory requirements, in addition to possible penalties by the relevant authorities.

   It is also compulsory for work pass, dependent pass, and long-term visit pass holders travelling back to Singapore from mainland China, Italy, Iran and South Korea to obtain the Ministry of Manpower’s approval before their return to Singapore. Employees and students are to contact CI-NTU which will facilitate their return.

   While the Stay-Home Notice now applies to only mainland China, northern Italy, Iran and South Korea returnees, do note that those returning from overseas will be subject to the prevailing national and NTU policies regarding Stay-Home Notice and/or Leave of Absence at the point of their return.

   Please check the relevant government ministries’ websites for the latest travel advisories, including **Ministry of Health** and **Ministry of Foreign Affairs**

2. **Temperature Screening Station**

   The building management will be cutting down the temperature screening stations to one station, from the Executive Centre Lobby. Alumni House Lobby will still be available from the 3rd floor (reception floor).
Temperature Screening Station Operating Hours:
Shift 1: 8am - 10.30am
Shift 2: 4.30pm - 7.30pm

Please note that from 10.30am - 4.30pm, we will take temperature for all visitors, and will be issued a green sticker label. Those who arrive after 7:30pm will have to proceed to Fire Command Centre (FCC) at level 1 to take temperature and get a sticker label indicating the temperature before proceeding to the class.

Thank you.

CI-NTU Management