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<https://www.titech.ac.jp/english/enrolled/health/coronavirus.html>

Tokyo Tech response to COVID-19, May 25 ver. excerpt
Exit strategy following the government's lifting of the state of emergency

Message to Tokyo Tech Students and Their Parents/Guardians

What we can do to realize a safe learning environment

This policy announcement presents the expected time frame for the transition of alert levels at Tokyo Tech, which was drawn up from the viewpoint of maintaining an ideal educational environment and ensuring that students complete their studies in the originally planned period.

The policy reflects current expectations. The timing of each transition will be determined based on the state of the COVID-19 pandemic domestically and abroad, and requests and instructions made by local authorities.

Sufficient awareness and the behavior of faculty, staff, and students, as well as cooperation by everyone in the community, will lead to sufficiently controlling the spread of COVID-19, and help bring about the transitions as expected.

Tokyo Tech calls for continued understanding and cooperation from students and members of the community in practicing the "new social behavior" in an effort to combat COVID-19.

Kazuya Masu
President, Tokyo Tech

1 Basic Policy

Tokyo Tech:

1. Ensures that all faculty, staff, and students understand they are expected to follow social norms that differ from what existed before the spread of COVID-19. Each individual should act in line with the new social norms to the extent possible.
2. Makes efforts to achieve outcomes required as an educational institute while prioritizing the health and safety of its students, faculty, and staff.
3. Aims to ensure that students complete their studies in the originally planned period, regardless of their study environment or financial circumstances.
4. Aims to ensure that research activities are performed while prioritizing the health and safety of students, faculty, staff, and those outside of Tokyo Tech, and the prevention of the spread of COVID-19.

2 Summary of Measures and Criteria by Alert Level

Tokyo Tech sets five alert levels (six including Level 4) so that it can adopt measures in a timely and appropriate manner in response to possible changes in the spread of COVID-19 in Japan and overseas.

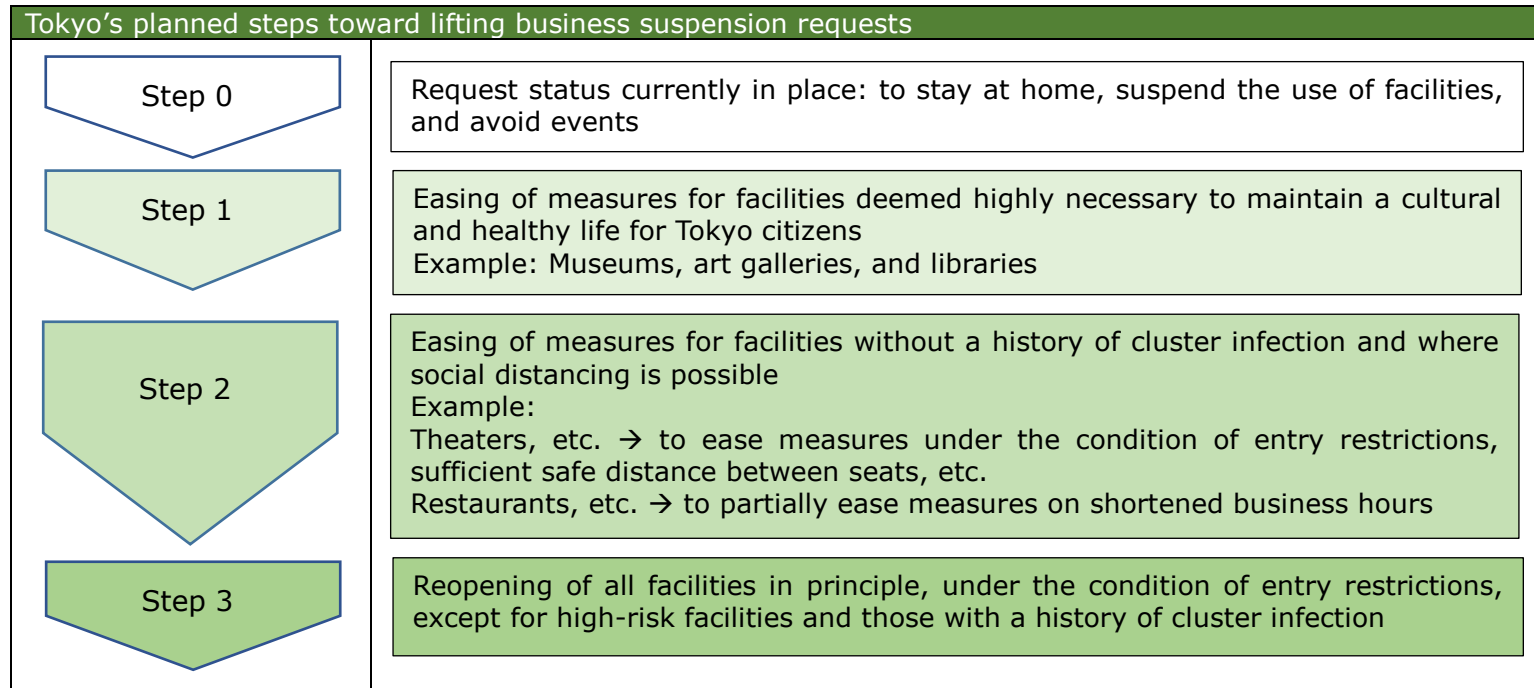
The chart on page 3 summarizes the measures to be taken for each alert level and the criteria for determining the timing of transition from one alert level to another, as well as the expected duration of alert levels*.

*Level 4 (a complete shutdown of Tokyo Tech and suspension of all events in the academic calendar, etc.) is not included in the chart.

The alert level may be lowered (toward easing measures) or raised (toward tightening measures). We should be constantly well-prepared to shift to a tightening of measures.

- Because it takes time to create the environment necessary when adopting an alert level, especially when shifting toward an easing of measures, Tokyo Tech will not immediately change its alert level when there is a change in reference indicators listed in the chart.
- Under an alert level of 2.5+ or lower, all Tokyo Tech members must ensure that they practice the “new social behavior,” maintain a safe environment in laboratories, etc., and closely self-monitor health conditions. We must all bear in mind that even after we shift to Level 1 and the impact of COVID-19 is sufficiently controlled, circumstances regarding education, research, and administration at the Tokyo Tech will not be the same as before the outbreak.
- Please note that the “expected time frame” in the chart is subject to change as it shows expected transition periods based on Tokyo Tech’s academic calendar, etc. The actual transition periods will be determined in consideration of the severity of the COVID-19 pandemic and other factors.

Reference: Tokyo's planned steps toward lifting business suspension requests



Summary of Measures by Alert Level and Criteria

Tokyo Tech Alert Level	<Level 3>	<Level 2.5+ >	<Level 2.5->	<Level 2>	<Level 1>
Expected time frame*	Until May 31	June 1 to the end of 1Q	The beginning of 2Q to late July	Early August to the day before the first day of 3Q	From the beginning of 3Q
Relevant indicators Tokyo Tech decides when to change level based on preparedness, etc. by referring to these indicators.	A state of emergency is in place in Tokyo and Kanagawa	The state of emergency has been lifted in Tokyo and Kanagawa. Tokyo is at step 1 in the process of lifting business suspension requests by the metropolitan government.	Tokyo is at step 2 in the process of lifting business suspension requests by the metropolitan government.	Tokyo is at step 3 in the process of lifting business suspension requests by the metropolitan government.	Tokyo has remained at step 3 for a “sufficient period of time**” in the process of lifting business suspension requests by the metropolitan government.
Requirements		<p>Students, faculty, and staff must ensure that they practice the following:</p> <ul style="list-style-type: none"> ● Observe the guidelines on “new social behavior” issued by the Japanese government ● Maintain a safe environment in laboratories, etc. ● Closely self-monitor health conditions <p>There is no history of cluster infection (Note: Facilities with a history of cluster infection do not meet the eligibility requirement for lifting business suspension requests.)</p>			
Summary of measures (students)	<ul style="list-style-type: none"> ➢ Lectures are delivered online. Students are not allowed to enter campuses. 	<ul style="list-style-type: none"> ➢ Lectures are delivered online. B1 to B3 and M1 students are not allowed to enter campuses. ➢ B4, M2, and doctoral students conduct research activities by maintaining a 50% attendance rate on campus. ➢ Due consideration must be given to each student’s decision when requesting attendance on campus. 	<p>In addition to the level 2.5+ measures, the following activities are included:</p> <ul style="list-style-type: none"> ➢ M1 students are allowed to conduct research activities by maintaining a 50% attendance rate on campus. 	<ul style="list-style-type: none"> ➢ All lectures are delivered online until the end of 2Q. ➢ After the end of 2Q, certain classes (experiments, practical training, group work, etc.) are delivered for students to attend on campus ➢ Students affiliated with laboratories conduct research activities by maintaining an attendance rate of approx. 80% on campus. 	<ul style="list-style-type: none"> ➢ Students are requested to attend all classes on campus. ➢ Online classes are also allowed if considered a desirable method of learning from an educational point of view. ➢ Students affiliated with laboratories conduct research activities on campus.

				➤ Students are requested to attend certain classes on campus if necessary.	
Summary of measures (faculty, administrative staff, technical staff, etc.)	<ul style="list-style-type: none"> ➤ Faculty and staff must work from home in principle (excluding those who are required to work on campus) ➤ Due consideration must be given to each employee's decision when requesting work on campus. 	<ul style="list-style-type: none"> ➤ Faculty, etc. gradually resume research and education activities. ➤ Administrative staff and technical staff gradually resume suspended operations. ➤ Faculty and staff work from home for activities or assignments that can be done remotely. ➤ Those working on campus are asked for understanding. 	<p>In addition to the level 2.5+ measures, the following activities are included:</p> <ul style="list-style-type: none"> ➤ Operations are extended by working on campus on a rotating basis. ➤ Faculty and staff are requested to work on campus if there are essential duties. 	<p>In addition to the level 2.5- measures, the following activities are included:</p> <ul style="list-style-type: none"> ➤ Operations are further extended by working more days on campus on a rotating basis. 	<ul style="list-style-type: none"> ➤ Resuming full operations ➤ Faculty and staff work on campus in principle.

*Please note that the "expected time frame" is subject to change as it shows expected transition periods based on Tokyo Tech's academic calendar, etc. The actual transition periods will be determined in consideration of the severity of the COVID-19 pandemic and other factors.

**As an example of a "sufficient period of time," Tokyo Tech predicts 2 rounds of 2-week periods (approx. 1 month), during which COVID-19 is considered to be contagious.

Notes:

- International exchange students who have not yet arrived in Japan are taken care of individually to follow up on course planning.