

June 22, 2020

Dear FRIS members,

Subject: Reduction of Tohoku University Emergency Action Plan (BCP) to Level 1

As of June 19, the Tohoku University Emergency Action Plan were lowered from Level 2 to Level 1, and FRIS will follow the guidelines.

We request that you take appropriate measures based on the Level 1 guidelines and its implementation, as well as thorough infection prevention measures for future activities.

Sincerely,

Toshiyuki Hayase  
Director of FRIS

[Contact]

FRIS Task Force for Corona Virus Control

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【Tohoku University Emergency Action Plan (BCP) for COVID-19】

Level	Research Activities	Classes (lectures · seminars · training)	Extracurricular activities for students	On-campus meeting
I Partial restrictions	Research activities are allowed with thorough measures taken to prevent the spread of infection.	Take thorough measures to prevent the spread of infection, restrict face to face lectures, seminars and trainings, classes are offered mostly online.	Some extracurricular activities are allowed, with thorough measures to prevent the spread of infection.	In-person meetings can take place with the thorough measures to prevent the spread of infection. Online participation is encouraged.

[The concept of operation at Level I]

○ **Research activities**

Permission is still required based on an application to the Headquarters for New Coronavirus Infectious Diseases at TU. Based on the premise of diversity in each department, each department will take the initiative to implement thorough infection prevention measures and conduct research activities under a strict control system.

FRIS will implement the following policy.

- 1) Research activities shall be conducted in accordance with the Tohoku University Emergency Action Plan.
- 2) Using Google Forms, FRIS members can register online the purpose of their visit and the date of entry and exit for FRIS members and related persons such as vendors and others, and manage their entry and exit in real time.  
Registration URL: <https://forms.gle/SoKsHQABE7EyxMnq8>
- 3) The head of the FRIS Laboratory will keep track of the laboratory's onsite activities and each person's infection prevention behaviors, and provide regular weekly reports to the FRIS Task Force using the Google form.  
Report URL: <https://forms.gle/U9QAxEKwvBAemYfQ7>
- 4) The FRIS Task Force shall share and review the contents of the report in 3) above and provide guidance if necessary. The results shall be shared with the FRIS members at the Faculty Meeting and the Staff Meeting.
- 5) The FRIS Task Force will conduct weekly inspection of the institute.
- 6) FRIS members who are engaged in research activities in a mentor department other than FRIS will follow their mentor department's policy on measures. Contact the FRIS Task Force if necessary. However, the "registration of information on out-of-prefecture travel" and "registration of information on events" applies to all FRIS members, regardless of the department where the member works.

○ **Classes**

Face-to-face instruction should only be conducted for the time being in cases where

face-to-face instruction is essential, such as in practical skills, experiments, and training courses, and only after sufficient infection prevention measures have been taken.

○ Students

- Travel and Homecoming: Travel across the border between the prefectures is allowed, but please be sure to check the infection situation and countermeasures at the destination and take extra care in your activities.
- Extracurricular activities: You will be notified separately by Education and Student Support Department.
- Part-time job: Do not engage in a part-time job in a "Three Cs (Closed spaces, Crowded places, Close-contact settings)" environment.
- Party, Meeting, etc.: For the time being, we refrain from participating in meetings, conversations, and events that involve multiple people eating and drinking.

○ Faculty and Staff

- Business trip: Travel across prefecture borders is permitted, but please be sure to check the status of infection and countermeasures at the place of business trip and take extra care in your activities.
- Party, Meeting, etc.: Please refrain from meetings and conversations that create a "Three Cs (Closed spaces, Crowded places, Close-contact settings)" environment.

**New items in the control system of FRIS due to the downgrade to Level I of the Action Plan [Registration of information on out-of-prefecture transfers]**

All FRIS members, regardless of the department where they work, such as the mentor's department, are requested to register their out-of-prefecture travel information at the URL below when they travel out of the prefecture for business or when they have visitors from outside the prefecture for joint research or meetings.

Registration URL: <https://forms.gle/1LCR9d3NSbSsL9xe9>

- Events: Please follow the attached "Guidelines Regarding the Prevention of Coronavirus Infections at Events".

**New items in the control system of FRIS due to the downgrade to Level I of the Action Plan [Event information registration]**

All FRIS members, regardless of the department where they work, such as the mentor's department, are requested to register for the event in advance at the URL below.

Registration URL: <https://forms.gle/jtm7ttvKYqeWYHpz8>

○ Others

- Library: The library will inform you of borrowing of library materials separately.