

Notice on Response Actions for the Novel Coronavirus (19): Suspension of Overseas Duty Visits

Task Force on Response Actions for the Novel Coronavirus

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Dear Staff and Students,

In view of the latest global situation pertaining to the novel coronavirus, the Senior Management has decided that with immediate effect, all overseas duty/staff development trips will be suspended. Any application on special needs should be approved by DP and EVP for academic and non-academic staff respectively. Trips being planned should be cancelled **ASAP** according to prevailing procedures. For those staff who have taken personal trips to places where quarantine applies according to the Government's notice (which is updated on regular basis), upon return to Hong Kong, they will be asked to utilise their annual leave for the 14 days' quarantine period. This arrangement will take immediate effect but does not apply to cases where staff have taken the trip before this announcement.

By the same token, no overseas visitors (e.g. candidates for positions, visiting staff, guests, and exchange students) should be asked by Departments to come to Hong Kong for whatever reasons at this moment.

Other measures pertaining to the novel coronavirus, including the latest requirement of self-declaration of travel history and health status from all those visiting the campus as mentioned in the earlier Notices, should continue. The HKSAR Government issued yesterday a Red Outbound Travel Alert to all overseas countries except Mainland China, Macau and Taiwan, and imposed quarantine requirements on people arriving in Hong Kong from these countries. The Travel and Health Declaration Status Form has been revised to require all staff and students returning Hong Kong to declare the countries/regions they have visited in the past 14 days. Hyperlinks of the Forms are given below:

- For STAFF: http://www.polyu.edu.hk/travel_declaration
- For STUDENTS: http://www.polyu.edu.hk/student_travel_declaration

All staff and students returning to Hong Kong from Mainland China, Macau, Taiwan and/or abroad, as well as being close contacts of confirmed/suspected cases, are required to undertake self-

quarantine for 14 days from the date of arrival in Hong Kong or the date of known contact case. For public health concerns, all staff and students undertaking self-quarantine will not be allowed to enter the campus and student hostels.

Your support to the above precautionary measure to safeguard the health and safety of the PolyU community is appreciated.

Best regards,

Andy Tong

Chairperson, Task Force on Response Actions for the Novel Coronavirus