

The Latest Notice on Pandemic Control Updates

XJTLU Leading Task Force for Pandemic Prevention and Control
18th April 2022

Dear Colleagues,

We are writing to inform you about the University's pandemic control measures. These measures are implemented in accordance with the latest instructions from the Provincial Pandemic Prevention and Control Leading Task Force and the Department of Education (DoE) of Jiangsu Province, as well as by taking into careful consideration the current pandemic prevention and control situation in Suzhou and nationwide. Please see the details as follows.

Note: The highlighted parts in this notice are the latest updates on pandemic control measures, all control measures take effect immediately unless indicated otherwise.

I. Personnel & Campus Management Arrangements

(i) Campus Access Control Measures

As new confirmed COVID-19 cases and asymptomatic cases have been reported in many areas across the country, the following campus control measures are in place. **Any person, under any of the following circumstances, shall not be allowed to enter the campus:**

- having been to areas outside Suzhou* in the past 14 days as indicated in the travel history code
- staff who have or staff whose co-residents have travel history to Kunshan or Taicang from **March 27th and onwards** must NOT access the campus and must report to their residential community immediately.
- Staff who or staff whose co-residents have been to the Children's Hospital of Soochow University in the Suzhou Industrial Park (No.92 Zhongnan Street) from 2-6th of April must not access the campus and should also collaborate with the residential communities regarding relevant requirements and actions
- sharing common activity track with confirmed cases of COVID-19
- with a yellow or red Jiangsu Health Code
- staff whose co-residents are in any case mentioned as follows: has a yellow or red Jiangsu Health Code, or has a travel history code in which cities marked with an asterisk, or shares a common activity track with confirmed cases of COVID-19

- staff whose co-residents are working in any positions relating to freight transportation, large supermarkets, farmers' markets, third-party logistics distribution - which have been indicated by the local government as positions with causes for pandemic-related concern
- commuting between Shanghai and Suzhou, or between Wuxi and Suzhou
- commuting between Campus and Kunshan, or between Campus and Taicang
- with symptoms including fever, dry cough, fatigue, nasal congestion, runny nose, sore throat, loss of smell and taste, conjunctivitis, myalgia and diarrhea

*Note:

a) Suzhou refers to the entire administrative area, including Suzhou, Zhangjiagang, Changshu, Taicang, Kunshan and Wujiang.

b) Staff who or staff whose co-residents have completed all the control measures required by the residential community could access the campus afterwards.

(ii) Staff-related Measures (Effective 19th April)

a) Background: due to the introduction of stricter regulations by the authorities to reduce mobility risks, we now have extremely limited access to campus buildings and MUST ensure fewer than 60-70 staff access the campus buildings on daily basis. The university must report our access numbers on daily basis and these numbers are strictly monitored. The local authorities also mandatorily require all property management and canteen service personnel to live on campus in temporary accommodation to reduce mobility risks – more details see section (iii).

b) Schools, Industry Schools, Academies and Centres will be in charge of staff building-access control based on respective quota communicated to each unit. Staff can only access the buildings after receiving the approval from the coordinator in each unit. To reduce duplicated work, staff who have the school/industry school/academy/centre approval to work on campus DO NOT need to submit Intranet applications any more.

c) To enter the buildings, staff need to provide a valid XJTLU three-code-in-one (a combination of XJTLU passcode, Suzhou Health Code and Travel History Code) and a negative COVID test result within 24 hours of entering the campus.

Note: Accessing for COVID tests arranged by the University ONLY requires a valid XJTLU three-code-in-one, while a negative test result within 24 hours is NOT required and no quota of access is set for the COVID tests.

- d) It was strongly suggested that you should back up the necessary materials and bring the equipment (e.g. laptop) back home in case of any inconvenience brought by sudden changes of pandemic requirements.
- e) **For staff who are in Suzhou:**
- If you are in Kunshan or Taicang, you must not leave the county;
 - If you are in other Suzhou areas except Kunshan and Taicang, you must not leave Suzhou, must not travel to Kunshan or Taicang and shall try to minimise cross-district travel within the City;
 - It was strongly suggested that staff members living outside the Suzhou Industrial Park District shall work from home;
 - If you need to work on campus, you shall try to limit your mobility to only between the Campus and your residence and avoid using public transportation;
 - If you must leave Suzhou for an absolutely necessary reason, an application must be submitted via intranet ONE WEEK in advance and is subject to approval.
- f) **Staff who are in other domestic cities must NOT return to Suzhou until further notice, as** Suzhou is implementing a series of strict control measures on people who travel from other domestic cities.
- g) Some staff members may have received text messages from local authorities indicating they did not participate in the mass COVID tests arranged by their community lately. If you have attended all mass tests, please simply respond the messages following the message instructions or answer the phone call with factual details. No extra attention is needed.
- h) Please remember to MUST complete the XJTLU Staff Daily Health Report by 12 noon every day. Your support is highly appreciated.

(iii) Management on Campus Service Supporting Personnel and Necessary Suppliers

- a) Campus Service Personnel (property management and canteen service personnel) must live on campus in temporary accommodation areas for at least 7 consecutive days before the next shift to minimise the mobility risk, and shall strictly undertake daily nucleic acid testing and daily health report. The next shift, before accessing the campus, must provide three negative COVID test results conducted in three consecutive days before the date of entering the campus.
- b) Necessary Suppliers: Starting from April 11th, only suppliers supporting necessary services on campus are allowed to enter the campus, and three negative COVID test results conducted in three consecutive days before the date of entering the campus must be provided for every campus entry. Applications for necessary

suppliers' access should be made by XJTLU staff on Intranet; after HoD's approval, applicants should send the approved application to CMO@xjtlu.edu.cn. After university's approval, a valid XJTLU Code will be sent to the necessary suppliers subsequently. The suppliers must follow all measures consistent with those that are applied to the staff members.

II. Other Campus Management Arrangements

- (i) In principle, large-scale gatherings and activities onsite must not be held at the current stage. The activities are encouraged to be switched to online. Activities with more than 50 participants must not be held.
- (ii) Staff working on campus are encouraged to bring your own meals or use the campus canteen service, and shall avoid food delivery from external restaurants (please refer to the UC released on March 8th for detailed information about takeaway lunches provided by the campus canteen).
- (iii) In order to abide by the local government's strict requirements regarding package delivery, the University is now **ONLY** accepting parcels or letters for business purpose; and those for private purposes will not be accepted. When you receive parcels and mails, please take good personal protection by wearing masks and disposable gloves properly to avoid direct contact of the parcels, and shall implement disinfection measures.

关于疫情防控措施的最新通报

各位同事：

根据省疫情联防联控指挥部和省教育厅最新指示，结合苏州市和全国最新疫情防控形势，现就人员与校园管理等相关事宜作出如下通知：

注：下文高亮部分为最新更新措施，所有措施立即生效，除非另有说明。

一、人员管理和校园管控措施

（一）进校人员管理

因目前全国多地出现新冠病毒确诊病例和无症状病例，现作出如下校园管控措施，凡有以下情形之一者不可入校：

- 行程码显示，近 14 天曾前往苏州大市以外地区

- 3月27日当日及以后，本人或共同居住人员有昆山或太仓旅居史的，不可入校，凡有来/往的须及时主动与居住社区报备。
- 本人或者同住人员在4月2日至4月6日间曾去过园区儿童医院的(钟南街92号)，不可进校，并需积极关注和遵守社区的相关要求
- 与确诊病例活动轨迹有交集
- 健康码为黄码或红码
- 同住人员的健康码为黄码或红码、行程码带星号或与确诊病例活动轨迹有交集（任一情况）
- 同住人员为从事货运、大型商超、农贸市场、第三方配送等重点岗位的人员
- 苏沪或苏锡两地之间通勤
- 昆山、太仓通勤人员
- 出现发热、干咳、乏力、鼻塞、流涕、咽痛、嗅觉味觉减退、结膜炎、肌痛和腹泻等症状

*注：

1. 苏州大市范围包括苏州、张家港、常熟、太仓、昆山和吴江。
2. 如果本人或者共同居住人已完成了社区的全部防疫管控要求，则可进校。

（二）员工管控要求（4月19日起生效）

1. 背景：为减少人员流动风险，属地正实施更为严格的管控措施，严格限制高校出入校园的人数，要求我校每天最多60-70名员工进入校园楼宇。学校必须每天向属地报告进楼人数。同时，属地要求所有物业人员和食堂服务人员落实校园临时集中住宿，以减少流动风险——更多细节见细则（三）。

2. 学院/行业学院/产业学院和各行政中心将根据沟通确认的入楼名额，对员工入校进行管控。员工必须得到各部门协调员的入校批准通知后方可入校工作。为提高工作效率，已获各学院/中心批准入楼的员工，无需再在内网进行申请。

3. 员工进入楼宇需持三码合一的西浦码（西浦码、苏康码、行程码合并）和24小时内有效核酸检测阴性证明。

注：员工入校参加学校组织的核酸检测，仅需持三码合一的西浦码，无需提供24小时内有效核酸检测阴性证明，且不受入楼名额限制。

4. 强烈建议大家做好工作材料备份，每天将必要的工作设备（笔记本等）带回住所，以防后续防控措施变化带来工作的不便。

5. 目前在苏员工：

- 如目前在昆山市或太仓市内，不可离开昆山市或太仓市范围。
- 如目前在除昆山市和太仓市以外的苏州市内地区，不可离开苏州市，不可前往昆山市和太仓市，且最大限度减少苏州大市内的跨区域流动。
- 强烈鼓励住在工业园区以外区域的教职员工不入校。
- 确需入校办公的教职员工，应满足学校和居所“两点一线”的要求，且通勤途中不可乘坐公共交通。
- 若确有必要原因需要离苏的，须提前 1 周通过 [intranet](#) 提交申请，获批后方可出行。

6. 目前在其他国内城市的员工，一律暂不返苏，等待后续通知。苏州市对国内返苏人员正在实施一系列严格的管控措施。

7. 部分员工近期收到苏州区域疫情联防联控指挥部的短信，提醒近期未按要求检测核酸。如大家按时参加了社区的核酸检测，请不用过于担心，按照短信提示进行回复即可，如接到电话，请如实回复。

8. 请配合学校做好每日健康日报等工作，感谢各位同事的支持。

（三）后勤保障人员和必要供应商入校管理

1. 后勤保障人员（物业和食堂服务人员）：为减少流动风险，严格落实校园临时住宿措施，在校至少居住连续满 7 天后方可轮岗，期间需严格做好每日核酸检测和每日健康报告。轮岗人员进入校园前，必须提供入校前连续三天的核酸检测阴性证明。

2. 必要供应商：4 月 11 日起，仅允许支持校园必要服务的供应商入校，且每次入校必须提供入校前连续三天的核酸检测阴性证明。供应商申请由在校员工通过 [intranet](#) 申请，HOD 审批通过后，由申请人将申请通过凭证发送至 CMO@xjtlu.edu.cn，学校审批通过后，开通对应期限的西浦码，其他要求与员工保持一致。

二、其他校园管控措施

（一）近期原则上不举办线下大规模聚集性活动，鼓励采用线上方式进行，50 人以上线下活动不可举办。

（二）鼓励在校员工自行带餐或使用学校食堂外带服务，在校期间不可购买外卖（食堂外带服务详情请参见 3 月 8 日发出的 UC 通知及 CMO 每周 UC 菜单更新）。

（三）为落实属地严格快递管理的要求，学校目前只接受因公快递和信件，因私快递暂不接收。员工接收快递和信件时，应做好个人防护，正确佩戴口罩和一次性手套，避免直接接触，并做好消毒措施。

西交利物浦大学新冠肺炎疫情联防联控指挥部
2022年4月18日