

Appendix 2

Guidelines around containment of COVID-19

These guidelines are aimed at containing and preventing the spread of COVID-19 among the staff and students.

1 Hygiene measures

1.1 Hand sanitizers and protective gear

Hand sanitizers will be distributed at strategic points on all campuses.

Disposable gloves, aprons and masks will be provided to cleaners.

1.2 Disinfection

Disinfection of surfaces (e.g. desks and tables) and objects (e.g. telephones, keyboards) on a daily basis is also encouraged.

1.3 TUT Transport

Vehicles will be sanitized prior and on return of trips by transport. Hand sanitizers will be provided in vehicles.

Service providers to follow same protocol. People responsible for allocated fleet vehicles to follow same protocol.

1.4 Access control (BIOMETRICS, LIFTS....ETC)

Any biometric access control system will be disabled with immediate effect until further notice.

TUT community should refrain from touching buttons, switches with bare hands.

1.5 Personal Hygiene

Regular and thorough hand washing by employees is encouraged. This includes contractors and customers.

Respiratory hygiene – Covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Dispose of used tissue immediately.

Symptomatic persons should not stay at work but should self isolate at home.

2 Travelling Domestic and International

2.1 OUTBOUND TRAVEL:

- a) Immediate suspension of official International and domestic travelling until further notice (Special Circumstances will be considered by the EMC).

b) The University may not restrict private travel to affected and non-affected countries, however advises that all non-essential travel plans to international locations be carefully considered. Check CDC, WHO, NICD for travel advisories and restrictions that should be considered before planning a trip and prior to departure.

2.2 RETURNING TRAVELLERS:

2.2.1 Students:

a) Report arrival of students in SA to Sr. Annah Sefolosha via email: sefolosaa@tut.ac.za

b) Should you return from any international or domestic travel, conduct self-monitoring for the development of fever, cough, difficulty breathing, headache, sore throat. Should you develop symptoms, please call ahead to the GP, hospital or Campus Health Service.

2.2.2 Staff:

a) Report arrival of staff in SA to Sr. Annah Sefolosha via email: sefoloshaa@tut.ac.za

b) Should you return from any international or domestic travel with no symptoms conduct a self-monitoring for the development of fever, cough, difficulty breathing, headache, sore throat.

Staff returning travellers	
Official travel	Private travel
<p>What to do in the instance when the destination was added to the red zone list whilst a staff member was travelling, and present no related symptoms on arrival in SA:</p> <ol style="list-style-type: none"> i. 14-days self-isolation. ii. A medical clearance certificate to be obtained prior to returning to the TUT after the 14-days self-isolation. iii. The 14-days would be covered via sick leave. 	<p>What to do in the instance when the destination was listed as a red zone by the WHO whilst a staff member was travelling, and present no related symptoms on arrival in SA:</p> <ol style="list-style-type: none"> i. 14-days self-isolation. ii. A medical clearance certificate to be obtained prior to returning to the TUT after the 14-days self-isolation. iii. The 14-days would be covered via sick leave.
<p>What to do in the instance when a staff member ignored the above suspension in 1.1(a) above and without doing a proper risk assessment chose to proceed with their travel. If they present no related symptoms on arrival in SA:</p> <ol style="list-style-type: none"> i. 14-days self-isolation. ii. A medical clearance certificate to be obtained prior to returning to the TUT after the 14-days self-isolation. iii. The 14-days would be for their own account (e.g. remaining vacation leave or unpaid leave), as the TUT had suspended travel internationally and domestic. iv. NB! Disciplinary measures may be taken against staff who ignores travelling suspension. 	<p>What to do in the instance when a staff member ignored the advice in 1.1(b) above and without doing a proper risk assessment proceed with their travel. If they present no related symptoms on arrival in SA:</p> <ol style="list-style-type: none"> i. 14-days self-isolation. ii. A medical clearance certificate to be obtained prior to returning to the TUT after the 14-days self-isolation. iii. The 14-days would be for their own account (e.g. remaining vacation leave or unpaid leave), as the TUT had advised against travel.

3 Handling of suspected cases

The University clinic staff have been trained to handle patients with possible infections.

- Protective gear is available at all consulting rooms;
- The NICD has prescribed criteria for persons to be referred for testing;
- The Steve Biko is the nearest referring hospital;
- Redi Cure is the TUT's service provider for transportation to hospital.

At the health care facility the following will be done:

- a) The clinician will contact NICD hotline
- b) The specimen will be collected (naso/oropharyngeal swabs, sputum
- c) Transport of specimen to NICD asap.
- d) Patient isolated / wears mask
- e) Health Care Worker contact and droplet precautions, airborne precautions while collecting specimens/procedures that generate aerosols
- f) Hospital IPC informed
- g) Contact line list developed
- h) NMC category-1 notified
- i) Provincial Communicable Disease Cluster/Provincial IPC informed

4 Gatherings

Specific decisions taken on 16 March 2020 around gatherings are contained in the Vice-Chancellor's Communique of 16 March 2020. This section will be amended as the risk assessment is conducted on a continuous basis.