

NATIONAL TAIWAN UNIVERSITY

Regulations for Communicable Disease Control and Prevention on Campus

March 02, 2004	Passed by the 2,331 st Administrative Meeting
March 16, 2004	Passed by the 2,333 rd Administrative Meeting
April 27, 2004	Passed by the 2,339 th Administrative Meeting
July 26, 2004	Passed by the 2,351 st Administrative Meeting
November 29, 2011	Passed by the 2,694 th Administrative Meeting
December 27, 2016	Passed by the 2,932 nd Administrative Meeting
February 04, 2020	Passed by the 3,061 st Administrative Meeting
July 05, 2022	Passed by the 3,123 rd Administrative Meeting

Article 1 The National Taiwan University (NTU or “the University”) Regulations for Communicable Disease Control and Prevention on Campus (“the Regulations”) are formulated in accordance with Article 19 of the Communicable Disease Control Act and Article 3 of the School Health Act to maintain the health of faculty, staff, and students of National Taiwan University (“the University”), implement the control and prevention of communicable diseases, effectively stop such diseases from spreading on campus, and prevent cluster infections.

Article 2 In order to stop communicable diseases from invading the campus and causing cluster infections, faculty, staff, and students of the University who are suspected patients of such diseases shall be tested and/or treated at a medical institution immediately and abide by the prevention measures of the medical institution, the University, and health agencies.

Article 3 The roles and responsibilities of each unit of the University in implementing the prevention and control of communicable diseases are shown in Attachment 1.

Article 4 The University may establish a Campus Epidemic Control Team to carry out epidemic control and prevention, with its composition and duties as stipulated below:

1. Convener: The Deputy Vice President for Student Affairs, who shall coordinate the execution of epidemic control and prevention measures across the University’s final processing units.
2. Executive contact person: The Director of the Health Center or staff physicians, who shall carry out the resolutions of the Campus Epidemic Control Team.
3. Consultation: Department of Internal Medicine (Division of Infectious Diseases), School of Medicine, College of Medicine; Center for Infection

Control, National Taiwan University Hospital; Institute of Epidemiology and Preventive Medicine, College of Public Health.

4. Press correspondence: The Secretariat, which shall issue press releases to disclose the progress of epidemic control measures and the epidemic situation on campus

The University may form a University-level Epidemic Control Team instead of a Campus Epidemic Control and Prevention Team if deemed necessary for a surging epidemic, its composition and duties as directed below:

1. Convener: The President of the University
2. Deputy Convener: An Executive Vice President appointed by the convener
3. Spokesperson: The Secretary-General, who shall publicly disclose the University's epidemic response measures and the epidemic control situation
4. Chief Executive Officer: The Vice President for Student Affairs
5. Other members: The Vice President for Academic Affairs, the Vice President for General Affairs, the Vice President for International Affairs, and other personnel appointed by the convener

Article 5 National Taiwan University Epidemic Reporting Flowchart (Attachment 2)

Article 6 National Taiwan University Epidemic Response Levels and Control Measures (Attachment 3)

Article 7 The Regulations shall be passed by the Administrative Meeting and then implemented on the date of promulgation.

Attachment 1

Final Processing Units	Preliminary Processing Units	Roles and Responsibilities
Office of Student Affairs	Health Center	<ol style="list-style-type: none"> 1. Development, announcement, and execution of the communicable disease control plan on campus; 2. Promotion of health education in and response plans for communicable disease control via email or the University’s announcement system; 3. Provision of healthcare services and consultation; 4. Investigation and quarantine/isolation of sources of infection in conjunction with health authorities, active monitoring of patient conditions across different university units while ensuring personal privacy, and provision of professional medical recommendations to different university units on subsequent arrangements for patients or quarantined individuals; 5. Establishment of the Campus Epidemic Control and Reporting Center to receive case reports, collate epidemic information at the University, and propose the convening of Health Committee meetings as needed to discuss epidemic control measures; 6. Coordination with National Taiwan University Hospital to provide patients with medical attention.
	Student Housing Service	<ol style="list-style-type: none"> 1. Upon receipt of infectious disease case reports from the Health Center, respective dormitory management personnel shall actively

	<p>Division (“the Housing Division”)</p>	<p>investigate each student dormitory under the administration of the Housing Division to determine if any boarding students have returned from domestic or international affected areas or come into contact with a patient. If so, the Housing Division shall record and monitor physical conditions of the said students and report any development of symptoms to the Health Center;</p> <ol style="list-style-type: none"> 2. In case of mass infection among boarding students, the Housing Division shall notify the Health Center immediately and cooperate with health authorities to investigate whether a cluster infection has occurred; 3. Arrangement of on-site or home isolation or transfer to an isolation dormitory for boarding students who need to be isolated, arrangement of suitable housing for boarding students in recovery who have returned to the community, and arrangements for boarding students to return home or to be isolated on-site in case of university closure; 4. Implementation of measures against the spread of infectious diseases in the dormitories.
	<p>Student Assistance Division</p>	<ol style="list-style-type: none"> 1. Provision of daily assistance and general student insurance services to student patients and quarantined students; 2. Coordination with mentoring faculty members to ensure that students are provided with care and daily assistance through the faculty-student mentoring network.
	<p>Overseas Students Advising Division</p>	<ol style="list-style-type: none"> 1. Active investigation of whether any Overseas or Mainland Chinese students are from affected areas, and if yes, investigation of their physical conditions, and reporting of

		<p>information regarding student patients to the Health Center;</p> <p>2. Provision of daily assistance to Overseas or Mainland Chinese students who are unable to attend classes due to illness of infectious diseases.</p>
	Student Counseling Center	Provision of psychological support and counseling services to infected or quarantined students.
	Student Safety Center	Close monitoring of the development of communicable diseases and reporting of information to the Campus Security Report Center, Ministry of Education by on-duty student safety personnel in accordance with their administration duties.
	Other divisions of the Office of Student Affairs	Provision of assistance and support as needed.
Office of General Affairs		Determining the number of housing units that can serve as quarantine and isolation accommodations.
	Documentation Division	Receipt, sending, and publication of documents related to communicable disease control.
	General Service Division	<ol style="list-style-type: none"> 1. Planning for the cleaning and disinfection of quarantine and isolation accommodation; 2. Disinfection of public facilities when an epidemic emerges; 3. Management, replenishment, and issuance of cleaning agents and disinfectants; 4. Coordination of support vehicles and arrangements of drivers; 5. Eradication of vectors and implementation of mosquito-borne infectious diseases prevention measures in accordance with the NTU

		<i>Regulations for the Prevention and Management of Mosquito-Borne Communicable Diseases on Campus.</i>
	Property Management Division	Issuance and management of epidemic prevention supplies.
	Construction and Maintenance Division	<ol style="list-style-type: none"> 1. Regular multi-point inspections of quarantine accommodations to ensure a reliable supply of water and power; 2. Cooperation with epidemic control units in the detailed inspection and maintenance of housing units (e.g., electric lighting, hot and cold water pipes, doors, windows, etc.) prior to their use as quarantine and isolation accommodations; 3. Post-epidemic review and improvement on the lack of proper or sufficient equipment.
	Procurement Division Procurement Division	Procurement of epidemic prevention supplies.
	Cashier Division	Cooperation on the collection and payment of funds related to epidemic control.
	Facilities Service Division	Coordination and oversight of the implementation of the University's epidemic control measures by vendors under administration.
Accounting Office		Earmarking and review of funds related to epidemic control.
Office of Academic Affairs		Formulation of campus closure criteria, leave policy, and contingency plans for make-up classes, make-up examinations, and entrance examinations.

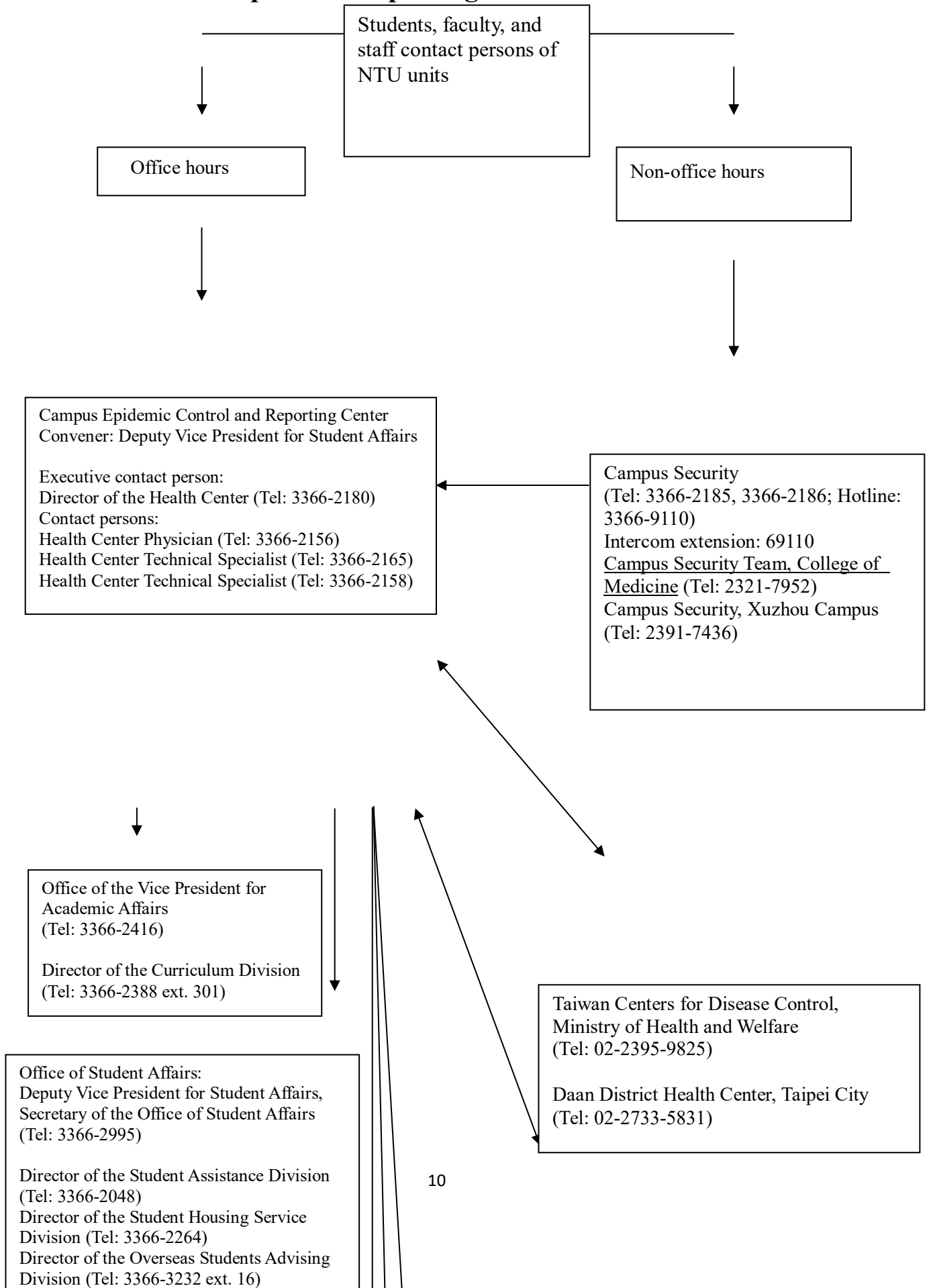
Office of International Affairs		<ol style="list-style-type: none"> 1. Active investigation on whether any international students come from affected areas in case of an epidemic overseas, and if yes, investigation on their physical conditions before reporting of investigation results to the Health Center; 2. Provision of daily assistance to international students who are unable to attend classes due to illness.
Personnel Office		<ol style="list-style-type: none"> 1. Formulation of office closure policy and leave policy for infected or quarantined NTU faculty and staff; 2. Formulation of psychological support and counseling programs for infected or quarantined NTU faculty and staff.
Environmental Protection and Occupational Safety and Health Center		<ol style="list-style-type: none"> 1. Promotion of communicable disease control precautions and disinfection methods; 2. Provide guidance on and conduct inspections of epidemic control measures in laboratories; 3. Formulation of personnel access control procedures for buildings based on the epidemic situation and the different uses of buildings; 4. Assistance with the provision of protective equipment and the disposal of infectious waste.
	Campus Security	<ol style="list-style-type: none"> 1. Reporting of communicable disease information and facilitation of relevant communication during the University's non-working hours; 2. Maintenance of safety of the University's quarantine area and control of personnel access.

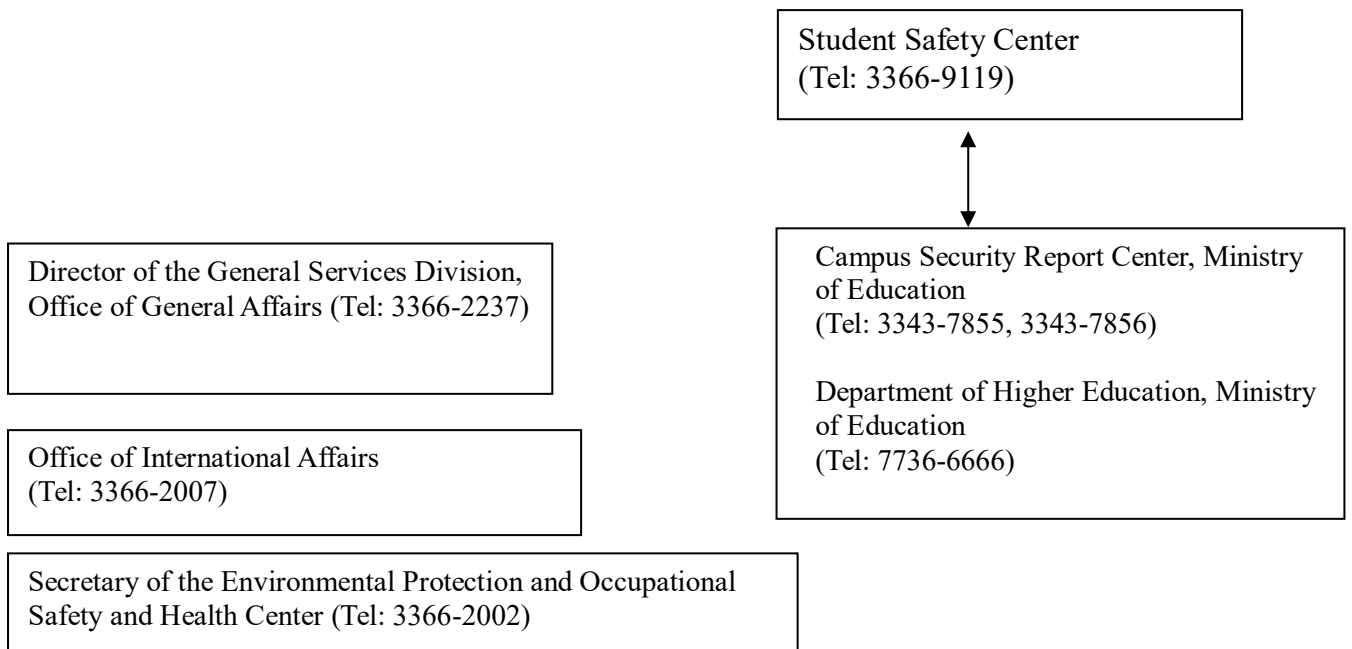
<p>Colleges, departments, graduate institutes, and offices</p>		<ol style="list-style-type: none"> 1. Establishment of an emergency contact network and a deputy system for epidemic control; 2. The contact persons for epidemic control are required to maintain close contact with the Health Center and shall be able to establish emergency contact with the faculty, staff, and students of their corresponding units at any time, to assist the Health Center with the monitoring and investigation of epidemic situation; 3. Immediate notification to the Health Center in the event of mass infection within a unit; 4. Implementation of measures against the spread of infectious diseases within and across NTU units; 5. Implementation of mosquito-borne infectious diseases prevention measures and epidemic response measures in accordance with the <i>NTU Regulations for the Prevention and Management of Mosquito-Borne Communicable Diseases on Campus</i>; 6. Cooperation with health agencies and competent authorities, compliance with the University's policies to conduct epidemic investigations, coordination with relevant units to follow on cases, implementation of prevention and monitoring measures, and assistance in the prevention and control of epidemics on campus to prevent cluster infections and epidemic expansion.
<p>Computer and Information Networking Center</p>		<ol style="list-style-type: none"> 1. Creation of an epidemic information website to facilitate the integration of epidemic control information; provision of assistance to the Health Center in the sending of information

		<p>regarding epidemic control measures via email;</p> <p>2. Implementation of measures against the spread of infectious diseases within the Center.</p>
Library		Implementation of measures against the spread of infectious diseases within NTU libraries.
Center for General Education	Athletic Department	Implementation of measures against the spread of infectious diseases within NTU sports facilities.
Dining Services Committee		Provide guidance on and conduct inspections of epidemic control measures in catering facilities on campus.

Attachment 2

**NATIONAL TAIWAN UNIVERSITY
Epidemic Reporting Flowchart**





Attachment 3

**NATIONAL TAIWAN UNIVERSITY
Epidemic Response Levels and Control Measures**

December 12, 2003 Resolutions made at the NTU Campus Epidemic Control Team meeting

	Level 0	Level 1	Level 2	Level 3
Epidemic status	No cases in Taiwan	Cases found in Taiwan; no cases in NTU	Confirmed cases at NTU but no spread in the campus community	Confirmed cases at NTU and spread in the campus community
Command structure	Departments reporting to the Epidemic Control Team		Epidemic Control Team	
Measures	<ol style="list-style-type: none"> 1. Promote and enforce self-health management 2. Maintain Environmental hygiene 	<ol style="list-style-type: none"> 1. Continue to implement Level 0 measures 2. Carry out temperature screening 3. Conduct disinfection of classrooms and event venues 4. Cancel large events (recommended) 	<ol style="list-style-type: none"> 1. Continue to implement Level 1 measures 2. Conduct campus epidemic control in compliance with the Ministry of Education and government health authorities 3. Make arrangements for quarantine accommodations 4. Actively monitor the efficacy of temperature screening 	<ol style="list-style-type: none"> 1. Continue to implement Level 2 measures 2. Consider partial or full closure of the University depending on severity of spread of the disease 3. Cancel all large events