



**KEMENTERIAN  
PENDIDIKAN  
MALAYSIA**

**THE PREPARATORY PLAN TO PREVENT  
TRANSMISSION OF THE COVID-19 FOR MALAYSIAN  
INSTITUTES OF HIGHER LEARNING**

**2 MARCH 2020**

# THE PREPARATORY PLAN TO PREVENT TRANSMISSION OF THE COVID-19 FOR MALAYSIAN INSTITUTES OF HIGHER LEARNING

## 1. INTRODUCTION

The Ministry of Education has been kept up to date on the spread of the COVID-19 infection, based on reports from the Ministry of Health Malaysia (MOH) and the World Health Organization (WHO). The Ministry is aware of the concerns of the campus community as well as the potential and risk of transmission of the virus to University campuses.

Hence, The Ministry has taken proactive steps including the engagement with the Majlis Kesihatan Universiti Awam Malaysia (**MAKESUM**) to improve our readiness to curb the spread and address the potential dangers of the virus. All Institutes of Higher Learning should take proactive steps to ensure the campus safety, resident's well-being and business continuity. All campus residents are also reminded to practice preventive measures as recommended by Ministry of Health to ensure that the University's operations are not affected.

The University must always comply with the guidelines set by the Ministry and maintain in close contact with Ministry of Health to prevent the spread of COVID-19 infections. The University must keep up to date with any updates made on any issues related to the infection to ensure the safety and well-being of the campus residents.

## 2. OBJECTIVE

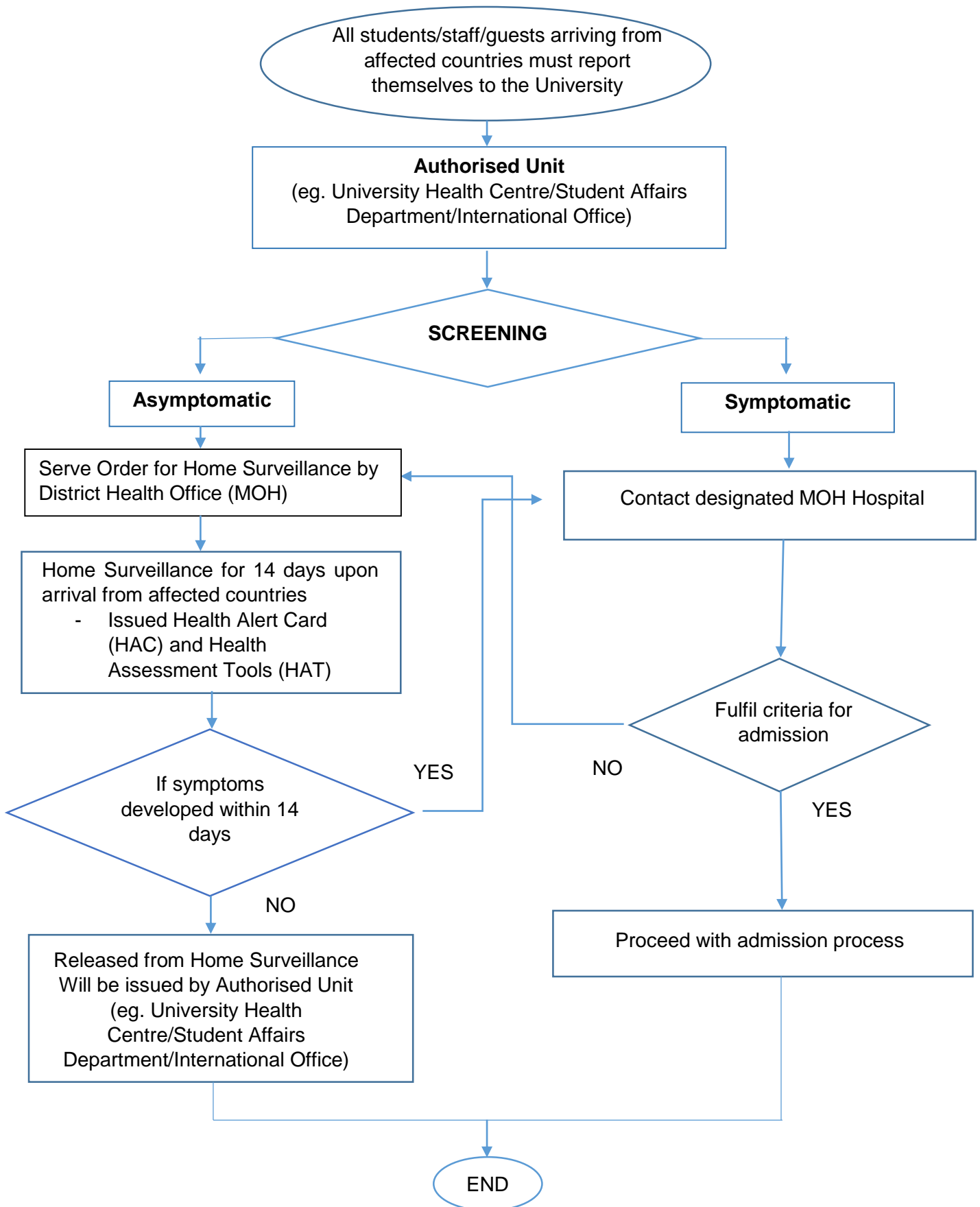
The objective of this guideline is to facilitate the University in handling staff, students and guests **travelling and returning** from the countries currently categorized in high risk of COVID-19 transmission which include China (Taiwan, Macau, Hong Kong), Republic of Korea, Japan, Italy and Iran refer to Director General of Health Malaysia press statement dated 28 February 2020 in order to minimize the risk of the disease transmission in Malaysia. Please also always refer to KKM's Website for the latest affected areas.

## 3. RECOMMENDATION

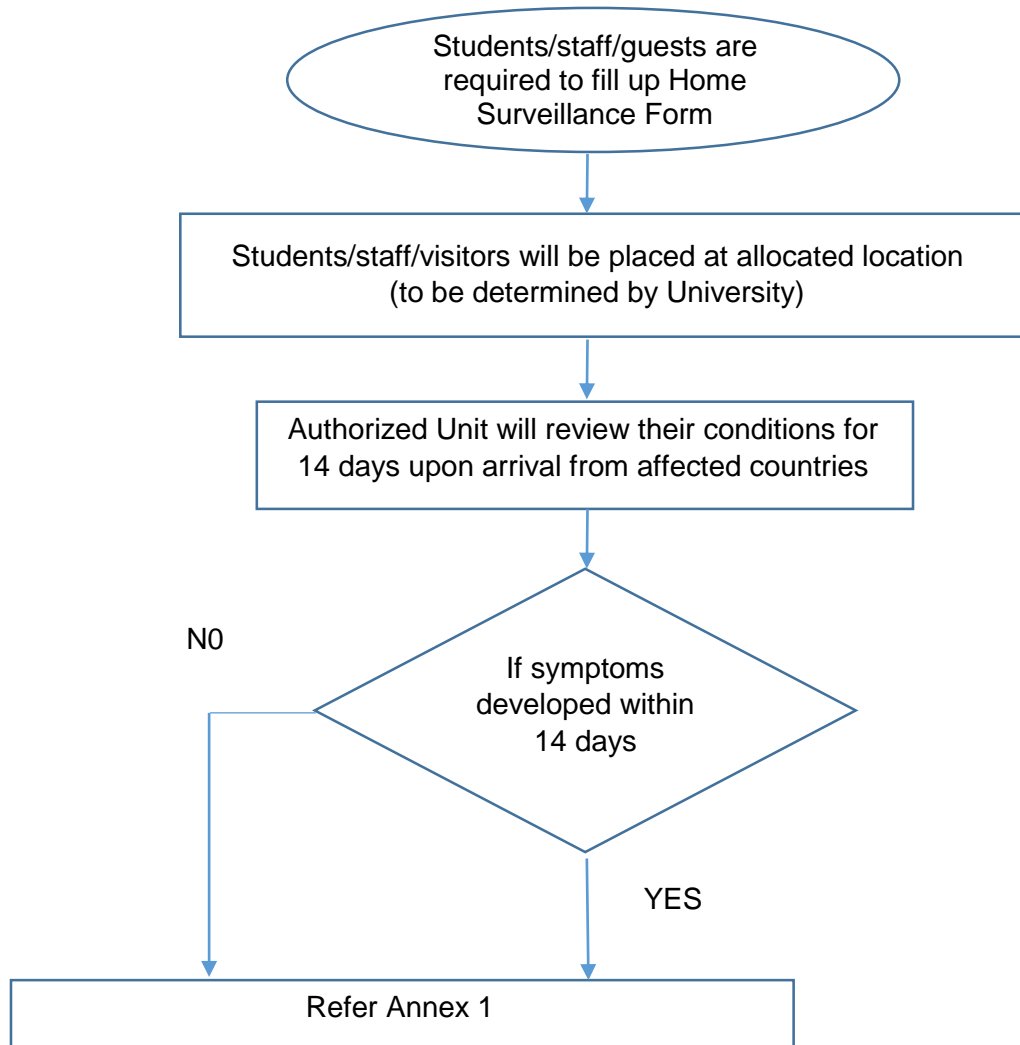
Based on recent reports of the Ministry of Health Malaysia (MOH) and the World Health Organization (WHO), all staff and students **SHALL POSTPONE** their visit to countries listed as high risk countries by KKM such as China (Taiwan, Macau, Hong Kong) Republic of Korea, Japan, Italy, Iran and including mobility programs.

All Malaysian Institutes of Higher Learning are recommended to follow the guidelines on managing issues of COVID-19 as attached in Annex 1 and 2.

**FLOW CHART IN MANAGING STUDENTS/STAFF/GUESTS FROM COVID-19  
AFFECTED COUNTRIES IN  
HIGHER LEARNING INSTITUTIONS**



## HOME SURVEILLANCE GUIDELINES



## HOME ASSESMENT TOOL

Name	:	
No. Identity Card / Passport No.	:	
No. Telephone	:	Mobile: ..... Home: .....
Home Address	:	
Date Arrival in Malaysia	:	
Flight No.		

### TABLE FOR DAILY MONITORING

**INSTRUCTION:** Please (v) the symptoms that you experience for each day.

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....
<b>Symptoms :</b> Fever ( ) Sore throat ( ) Cough ( ) Shortness of breath ( )	<b>Symptoms :</b> Fever ( ) Sore throat ( ) Cough ( ) Shortness of breath ( )	<b>Symptoms :</b> Fever ( ) Sore throat ( ) Cough ( ) Shortness of breath ( )	<b>Symptoms :</b> Fever ( ) Sore throat ( ) Cough ( ) Shortness of breath ( )	<b>Symptoms :</b> Fever ( ) Sore throat ( ) Cough ( ) Shortness of breath ( )	<b>Symptoms :</b> Fever ( ) Sore throat ( ) Cough ( ) Shortness of breath ( )	<b>Symptoms :</b> Fever ( ) Sore throat ( ) Cough ( ) Shortness of breath ( )

Day 8	Day 9	Day 10	Day 11	Day 12	Day 13	Day 14
<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....	<b>Date:</b> ...../...../.....
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**NOTE:** Days of self monitoring can be added to the instructed period IF a person has recurrent exposure to the risk of infection.

**Please do all the below while you are under *home surveillance*:**

- Be contactable at all time.
- Stay at home during the self-monitoring period.
- Limit visitors to your house.
- List the name of those visiting you.
- Always practice good cough etiquette.
- If you develop any symptom, always wear face mask. If you did not wear *face mask*, close your mouth and nose with tissues when coughing or sneezing. Throw the tissues into closed dustbin and **immediately WASH YOUR HANDS** with soap or hand sanitizer.
- Limit your distance with healthy person(s) to at least 1 meter.
- Wear face mask when you go out of your room and avoid contact with others.
- Open all windows in your house to ensure good ventilation.
- Do not share utensils, tableware and personal hygiene items.

## **MONITOR YOURSELF FOR ANY SYMPTOMS**

If you develop fever or cough or sore throat, **IMMEDIATELY** contact the **District Health Office** at \_\_\_\_\_.