

Entry to Hiyoshi Campus

At Hiyoshi Campus, countermeasures against infections are being implemented on a building-by-building basis. Receptions will be set up at buildings for which authorized Keio students may enter to implement these measures.

➤ **Entry procedures and items to be checked at the time of entry**

- **Entry of Keio students (note: students must receive permission in advance).**

⇒ **Buildings that are expected to be entered by Keio students:**

Fourth Building (part of 1st floor only)/Hiyoshi Library (seats, group study rooms, PC area, AV booths, etc., are not available)/Kyoseikan Library (entry only permitted to students affiliated to the 3 graduate schools; seats, PC area, etc., are not available)/Cafeteria Building (1st and 2nd floors only)/Seventh Building (part of 1st-basement floor only)/Health Center/Sports Medicine Research Center

- Reception staff will urge persons entering buildings to disinfect their hands and check that they are wearing a mask. You cannot enter a building if you are not wearing a mask.
- You cannot enter a building if the check of your body temperature indicates that you have a fever of 37.5°C or higher.
- Primary screening by thermal camera will be conducted to check people's body temperature. A secondary check using a contactless thermometer will be conducted for persons identified as having a fever during the primary screening. If the result for the secondary check indicates a fever of 37.5°C or higher, entry to the building will not be permitted.
- Keio students who have been permitted to enter a building must present their student ID card and record their full name, student ID number, and time of entry to the building.
- Use of the Cafeteria Building (1st-floor Co-op Cafeteria only) is permitted only to Keio students who have received prior approval to enter other buildings, etc., on campus.
- * For the Collaboration Complex (floors dedicated to the Graduate School of Business Administration [KBS], Graduate School of System Design and Management [SDM], Graduate School of Media Design [KMD]), please follow the instructions of each graduate school.

- **Entry of faculty and staff members**

⇒ **Buildings that are expected to be entered by faculty and staff members:**

Collaboration Complex/Raiosha*/Second, Third, Seventh, Eighth Buildings/Sports Building/ Hiyoshi Library and Kyoseikan Library (advanced reservation required; seats including cubicles are not available)/Cafeteria Building (1st-floor Co-op Cafeteria, 2nd-floor Green's Marche only)/ Health Center/Sports Medicine Research Center/West Annex 1 & 2/Faculty

Lounge

- Persons entering buildings are obliged to disinfect their hands and wear a mask.
- Body temperature checks and records of entry are conducted at each building. Please cooperate whenever you enter a facility.

*Management of the Raiosha

1. How to enter the Raiosha

In order to save a record of visitors to the building, entry to and from the building will only be permitted via the entrance facing the Cafeteria Building and will require a security card. We kindly ask that all persons entering the building fill out their details in the registry, disinfect their hands, wear a mask, and undergo a body temperature check.

2. Reception service

The reception is open from 8:00 to 22:00 on weekdays and Saturdays, and from 9:00 to 18:00 on Sundays and public holidays.

3. Use of meeting rooms (symposium space; large, medium, small conference rooms)

Use of these facilities is currently permitted, including by persons not affiliated to the university (only in cases where the person who is responsible for the meeting is affiliated to the university). Because it is necessary to confirm the identity of the people entering the building, please submit a list of participants for the meeting that includes persons not affiliated to the university when making a reservation. Persons responsible for meetings who are in possession of a security card are requested to also take responsibility for any persons entering the building without a security card. Furthermore, if it is determined hereafter that measures including the “lockdown of campus facilities” will be implemented, prior approval for entry during the period these measures are in force will become void.

● Use of Cafeterias

For meals, please make a separate reservation to use the cafeterias. The cafeterias are not available to host buffet-style dinner parties or buffet meals (seated meals only).

The below measures against infectious diseases have been put in place at each of the cafeterias, and we kindly ask all visitors to cooperate and follow the instructions they receive.

- A limited number of entrance doors will be opened.
- Hand sanitization on entry and checks to ensure visitors are wearing masks will be implemented.
- Body temperature checks on entry will be conducted. Persons found to have a fever of 37.5°C or higher are not permitted to use the cafeterias.

- Please ensure that seating arrangements provide sufficient distance to protect against inhaling droplets, etc. Please consider the specific seating layout in consultation with each cafeteria.
 - Please submit a list of attendants to the cafeteria in advance. The identity of people entering the cafeteria will be confirmed against the list, and a record will be kept for a fixed period. Faculty and staff members are requested to present their faculty/staff ID cards.
- Buildings that remain closed: Sixth Building/Student Union Building/Fujiyama Memorial Hall
 - In principle, entry to these buildings is not permitted; however, if it is required to perform work duties, entry will be permitted upon submitting advance notice to the Hiyoshi Management Services Center (Supplies).

***Note:**

All of the above measures are subject to change as and when necessary depending on the situation after their implementation.

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Keio University Hiyoshi Campus Office