



Dear SMU Community,

The Singapore Ministry of Health (MOH) has introduced a new Stay-Home Notice (SHN) for Singapore residents and long-term pass holders who are returning from mainland China (outside of Hubei) to Singapore. The SHN will take effect from 18 February 2020, 2359 hours, and will apply to all returnees with recent travel history to China (outside of Hubei) within the last 14 days. For the press release from MOH, please click [here](#).

The SHN is an enhanced form of the current Leave of Absence protocol, and will apply to **all** SMU faculty, staff and students who return from mainland China (outside of Hubei). This will also include anyone who may not be returning directly from mainland China, but travelling through a third country before arriving in Singapore. In the SMU context, these are mainly personal trips, as restrictions pertaining to official university travel to mainland China, Hong Kong and Macau continue to be in place.

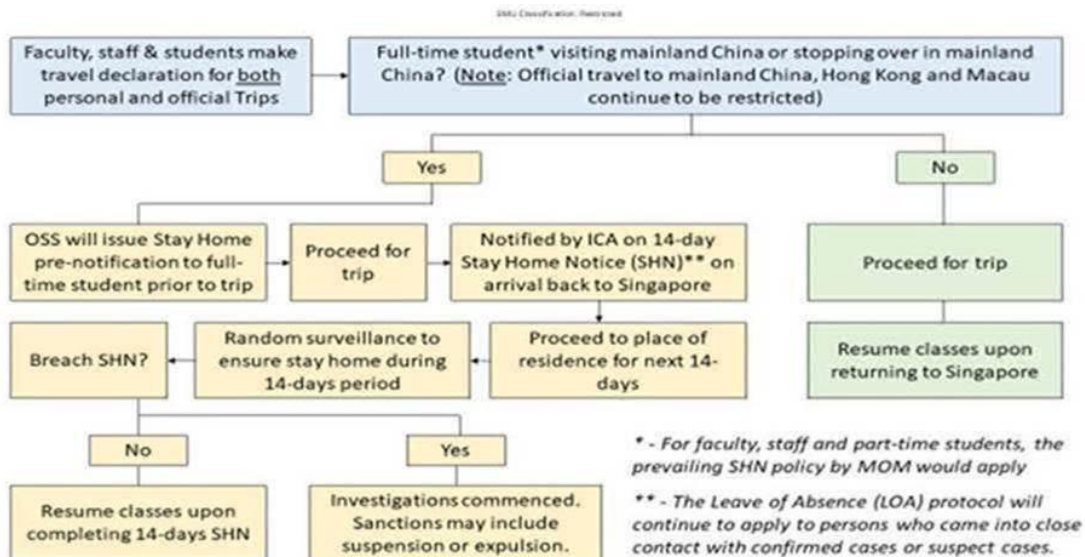
Kindly note that the SHN does not apply to anyone who is already back in Singapore, and is currently serving their LOA. The SHN also has a few other key differences when compared with the LOA:

- Anyone served with such a notice are to strictly remain at their place of residence at all times during the 14-day period;
- Faculty, staff and students undergoing SHN will be required, through surveillance protocols, to demonstrate that they are at their residence; and
- Breaches of the SHN will be subject to formal disciplinary proceedings from the University and can be prosecuted under Section 21A of the Infectious Diseases Act. Depending on the facts and circumstances, appropriate disciplinary action including expulsion for students or termination for faculty and staff may be taken.

### **Action Required**

1. **All faculty, staff and students** must submit their **fresh** travel declaration via [https://traveldeclar.intranet.smu.edu.sg/log\\_travel\\_preface.asp](https://traveldeclar.intranet.smu.edu.sg/log_travel_preface.asp) for upcoming trips from now until 31 July 2020.
2. This will also apply to those who had earlier submitted their travel declaration. In the event that you are not travelling, a nil return must be submitted.
3. Where there are changes to your travel plans, a new travel declaration must be re-submitted.

A flowchart that gives an overview of the SHN:



As strict compliance of the above constitutes a critical part in safeguarding the health and safety of our community, we ask that any non-compliance by individuals be highlighted to [oss@smu.edu.sg](mailto:oss@smu.edu.sg). This will include any breach of the SHN, LOA or where the travel declaration was not made accurately.

We appreciate the support and efforts of each and every one in our SMU community in contributing to the successful implementation of the various precautionary measures introduced. Let's continue to be vigilant against misinformation about the virus, take good care of our health and stay calm.

**Office of Safety And Security**