



# **UP Diliman (UPD) Guidelines for the Gradual Reopening of Face-to-Face Class Activities**

**(As of March 22, 2022)**



Read the complete guidelines at  
<https://bit.ly/UPDGradualF2F>.

# Before the semester starts



## Reminders:

1. If you will be holding an off-campus activity such as fieldwork or internship in a third-party facility (e.g., laboratory or hotel outside the campus):
  - a. Determine the exact date your classes/off-campus activity will begin.
  - b. At least one month before the start of the activity, secure the following documents: **medical clearance** indicating that your are physically fit to participate in the field activity and accomplished **mental health screening tool** ([bit.ly/UPDMHSTool](http://bit.ly/UPDMHSTool)).
  - c. At least one month before the start of the activity, email the abovementioned documents to [uhs.updiliman@up.edu.ph](mailto:uhs.updiliman@up.edu.ph) with the subject line "For AFA(OFF-CAMPUS) Medical Clearance\_[Surname]."
  - d. Immediately after sending the email, **book an appointment** with the UPHS through its online appointment portal ([uhs.appointlet.com](http://uhs.appointlet.com)) or call 8981-8500 local 2702 during office hours for an initial consultation. The UPHS will inform you if additional requirements are needed.
  - e. If all goes well, the UPHS will issue a medical clearance and instructions on how to do a 7-day quarantine. This will include a **quarantine daily monitoring sheet** ([bit.ly/UPDDailyMonitoringSheet](http://bit.ly/UPDDailyMonitoringSheet)) which you must accomplish.
  - f. Email all relevant documents to your faculty-in-charge prior to the start of the activity.



# Before the semester starts

2. Familiarize yourself with the symptoms of COVID-19: fever, fever chills, severe headache, cough, runny nose, unusual fatigue, loss of taste or smell, sore throat, rashes, diarrhea, difficulty breathing, and nausea.
3. Note the name and contact information of your unit/department/college's health liaison officer. You will be needing it when you are ready to go home.

## On housing:

1. If you are staying in one of UPD's dormitories, please follow all the instructions provided by the dormitory administration.
2. If you will be traveling to and from your home, isolation from other members of your household the entire time you are attending face-to-face classes is encouraged.
3. If you plan to stay on/near the campus but not in a UPD dormitory, please make a self-assessment of your chosen accommodation using Appendices A and B (found in the complete guidelines) about the facility's/lodging's compliance with minimum health and safety protocols.
4. Find out if your college has a shuttle service for students staying on and around the campus.



# While in class on campus, remember to:



1. Adhere to the work plan set by the faculty-in-charge so all the work can be finished on time. Please limit travel to only essential ones.
2. Keep your medical documents such as vaccination card and PhilHealth/medical insurance details handy. Here is a guide on how to get a **PhilHealth membership** (<https://www.philhealth.gov.ph/members/informal/registration.html>). You may also get in touch with the Office of the Vice Chancellor for Student Affairs for assistance.
3. Every class has a student health liaison officer. Be patient and courteous with him/her as s/he is a volunteer and serves as your first line of defense against COVID-19 while in class.
4. Always bring at least one spare face mask with you.



# While in class on campus, remember to:

5. Follow health and safety protocols at all times.
6. As much as possible, bring packed food.
7. If you (or any of your classmates) develop symptoms, report it immediately to the faculty-in-charge and the student health liaison officer. If they are not around, you may call **89818500 local 111 or 112** so the UPHS ambulance may pick you up for assessment.
8. Those in close contact with a person who tested positive for COVID-19 may also go to the UPHS for assessment.



# For those who need to participate in academic field activities:



1. For every other instance not covered by the guidelines, **follow minimum health and safety protocols established by the local government unit and the national government.**
2. If a COVID-19 related advisory — such as the raising or lowering of alert levels — is announced during the scheduled return from any field activity, the class participants must adhere to the relevant travel restrictions and protocols imposed by the IATF and/or the concerned local government units.



# Toward the end of the face-to-face classes:

1. Remember to complete the 7-day quarantine before going home/regularly interacting with your family.
2. Ask your student health liaison officer for the **post-travel risk assessment tool** (Appendix K of the complete guidelines). Accomplish and submit it to the unit's health liaison officer.





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