



(Translated Version)

## **Kasetsart University Announcement**

### **Regarding On-site Workplace Operation at Kasetsart University under the Thai Government COVID-19 Relief Measure No. 17**

This announcement supplements previous Kasetsart University announcements regarding Workplace Operation at Kasetsart University during the COVID-19, issued on or before 30 April 2020, and the 2005 Executive Decree on Public Administration in Emergency Situation of the Thai Government, issued on 29 May 2020. Due to the improving situation of reduced spreading of COVID-19 in Thailand and the recent relief measure regarding the use of buildings and facilities in schools and educational institutions, Kasetsart University makes the following announcement:

#### **Guidance for Staff Operation of Kasetsart University**

1. Faculty Staff should continue throughout all of June 2020 to conduct class instruction using an online method for teaching, learning and assessing or examining students, in accordance with the previous announcements of Kasetsart University (COVID-19) No. 8 and No. 10.

If it is necessary for students to come to campus or to have in-person interactions, for example to use laboratories, to consult with advisors about a student's thesis, to work on an Independent Study (IS), to submit reports, or to undertake special problem, field training, or internship projects, or to conduct a seminar course, in which case the gathering or group interaction is less than 50 students, the University will allow these activities to be conducted, but only if the instructors or lecturers submit their teaching plans and classroom management plans (including a description of how the gathering will maintain physical distancing protocols), for prior approval from their Office Head. All activities must abide by the 2005 Executive Decree on Public Administration in Emergency Situation of the Thai Government, or any Thai Government COVID-19 Relief Measures that may be adopted in the future.

2. In order to properly prepare for the beginning the first semester of the academic year 2020, University Support Staff should resume their normal duties on-site starting 1 June 2020. All faculties, departments, institutes and offices are urged to use hygiene and safety measure in accordance with the announcements of the Ministry of Public Health, Thailand, such as ensuring frequent and intensive hygienic cleaning practices take place in all work and public areas, wearing face mask, washing hands with water and soap or anti-bacterial alcohol gel regularly, and avoiding the shared used of personal items.

3. Permission to use the building or facilities for the purposes of teaching, administering admission selection examinations, class examinations or other assessments, meetings or short-term training modules (not more than 15 days) or similar activities must be approved in advance by the appropriate head of the faculty, department, institute or office. The person in charge must ensure that the persons using the building or facilities follow strictly the safety measures in accordance with the announcements of the Ministry of Public Health and related rules and guidance of the Thai government.

4. Sport stadiums and arena may be used only for the purpose of exercising or for practicing soccer (football), futsal, basketball, volleyball and swimming. Competitions are not allowed and the number of non-players in the stadium/arena must be fewer than 10 people. All sports activities must follow strictly the safety measures in accordance with the announcements of the Ministry of Public Health.

5. Access to university libraries may be granted starting 1 June 2020, but any use of on-site library facilities must follow strictly the safety measures in accordance with the announcements of the Ministry of Public Health, particularly the guidelines regarding physical distancing and use of facial masks.

6. If any problem arise that cannot be readily resolved at the departmental level, the matter may be referred to the President for final adjudication and resolution.

This announcement will be effective from 1 June 2020 until further notice.

Announced on 30 May 2020



(Chongrak Wachrinrat, Ph.D.)  
Acting President, Kasetsart University