

November 16, 2020

[Information update] Overseas travel for faculty and staff members
(November 16, 2020)

To all faculty and staff members (including visiting scholars to the university)

We kindly request the following regarding overseas travel, etc., for faculty and staff members in light of the ongoing COVID-19 (coronavirus disease) pandemic worldwide. Faculty and staff members at Shinanomachi Campus should follow the separate instructions provided.

1. Ban on travel

On October 30, 2020, the Level 2 Danger Information (refrain from all unnecessary and non-urgent travel) set by the Ministry of Foreign Affairs for the entire world was lifted. Nevertheless, a Level 3 Infectious Disease Risk (refrain from all travel) remains in place for 152 countries and regions, with Level 2 (refrain from all unnecessary or non-urgent travel) also remaining in place for all other countries. As such, the prohibition measures on overseas travel for faculty and staff members will remain in place (for official or private reasons).

If your scheduled trip overseas cannot be cancelled, please be sure to consult in advance with the Office of Human Resources Management Planning Group through your department head/supervisor.

Please refer to the following sites, collect sufficient information, and decide accordingly whether or not to travel.

“Overseas Travel Safety Information” homepage of the Ministry of Foreign Affairs:

<https://www.anzen.mofa.go.jp/>

2. Return/entry to Japan

In principle, you are directed to complete quarantine procedures such as staying confined to a location specified by the quarantine station chief (home, etc.) for 14 days upon return or entry to Japan from all countries and regions.

Faculty and staff members for whom this measure applies and who are now in confinement are requested to contact the Office of Human Resources Management Planning Group through their department head/supervisor.

Please refer to the Keio University Health Center website below and continue to monitor your health, primarily by means of twice-daily temperature measurements, over this 14-day period.

<http://www.hcc.keio.ac.jp/ja/infection/coronavirus.html#section102>

Refer to the below for an overview of Japanese government-designated quarantine procedures.

<https://www.mhlw.go.jp/content/000673027.pdf>

3. Hosting of overseas researchers/faculty members

The below Japanese government-designated “Residence Track” procedures will be required when hosting overseas researchers/faculty members at Keio University.

https://www.mofa.go.jp/mofaj/ca/cp/page22_003380.html

For more details of procedures, please contact the Office of Human Resources Management Planning Group at Mita Campus or the General Affairs Section of the Campus Office at other locations.

Office of Human Resources Management, Keio Corporate Administration
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