

## **Employees Campus Safety Guidebook**

### **Mandatory Precautionary Measures & Guidelines**

#### **Mandatory requirements for all employees to access the campus**

- Covid-19 Vaccination is compulsory for returning to campus
- Mandatory booster dose is mandatory for all vaccinated employees, who have received 2 doses of the vaccine with the second dose being administered more than 6 months ago.
- Wear a facemask on campus at all times
- All employees and service providers must present Covid-19 negative PCR test results not more than 96hrs to gain access on the first day of the second semester resumption and continue PCR test every 14days. Same rule applies for continuous access.
- Must download Al Hosn App (the official UAE App for contact tracing) complete its registration process and log on to it
- Must scan Al Hosn app at the campus entrance showing green when placed on the QR Code reader, if the QR Code reader shows red, then entrance/access to campus shall be denied
- Do a daily health check before coming to campus including; check for any Covid-19 symptoms like temperature of more than 37.5degrees, cough, shortness of breath, sore throat, runny nose, loss of taste or smell, nausea, vomiting, difficulty in breathing or any flu-like symptoms. If you have any of these above symptoms, please do not come to campus, visit the nearby covid-19 test center and kindly contact any of the covid-19 response team member via email or teams call:  
[enas.awad@sorbonne.ae](mailto:enas.awad@sorbonne.ae) +971 (0) 2 65 69 452 ,  
[khalid.almarashda@sorbonne.ae](mailto:khalid.almarashda@sorbonne.ae) +971 (0)2 65 69 455)

## Covid-19 campus safety precautions and guidelines

- Everyone coming to campus is required to bring with them an extra facemask.
- Everyone on campus must always maintain a safe physical distance at all times.
- Thermal cameras are installed at all campus building entrances; checking body temperature, if your temperature goes beyond 37.5 degrees access shall be denied.
- All Employees should enter the campus by the main building entrance which has a clear signage for entry & exit.
- Employees are allowed to use the prayer rooms with their own prayer rug, use of facemask and a safe physical distance.
- Everyone is required to frequently wash their hands for at least 20 seconds
- Employees are required to report any suspected case of Covid-19 on campus to one of the Covid-19 response management team member via email or teams call ([enas.awad@sorbonne.ae](mailto:enas.awad@sorbonne.ae) +971 (0) 2 65 69 452 , [khalid.almarashda@sorbonne.ae](mailto:khalid.almarashda@sorbonne.ae) +971 (0)2 65 69 455)

## Covid-19 quarantine and isolation

### • Positive cases (vaccinated & not vaccinated)

10 days self-isolation is mandatory for infected or positive cases as per guidelines of the Ministry of Health (Estijaba/DOH)

### • Close contact with a positive case

If vaccinated; 7 days home quarantine with two (2) negative PCR test results, on the 1st day and on the 6th day

If not vaccinated; 10 days of home quarantine with two (2) negative PCR test results, on the 1st day and on the 9th day

### • Isolation rooms on campus

Isolation rooms are available and equipped in compliance with relevant government guidelines. We have isolation rooms in the clinic, residences, and the sports building.

**NB: Above information may be changed or updated on regular basis as per latest updates and guidance from DOH, NCEMA and other regulatory authorities.**

## Covid-19 incident management on campus

Response management team handles all Covid-19 incident cases on campus and off campus, positive case and close contact cases. All Covid-19 incidents should be notified to the designated contacts of the Covid-19 response management team. After working hours for any emergency cases, residence students should call the clinic 24/7 number on 0503764339.

### Covid-19 response management team member

Category	Email and teams call	Telephone contact during work hrs. (9:00am – 4:30pm)
Exposure on & off campus for employees	<a href="mailto:enas.awad@sorbonne.ae">enas.awad@sorbonne.ae</a> <a href="mailto:khalid.almarashda@sorbonne.ae">khalid.almarashda@sorbonne.ae</a>	T: +971 (0) 2 65 69 452 T: +971 (0)2 65 69 455
Exposure on & off campus for faculty	<a href="mailto:enas.awad@sorbonne.ae">enas.awad@sorbonne.ae</a> <a href="mailto:khalid.almarashda@sorbonne.ae">khalid.almarashda@sorbonne.ae</a> <a href="mailto:rana.shabaneh@sorbonne.ae">rana.shabaneh@sorbonne.ae</a>	T: +971 (0) 2 65 69 452 T: +971 (0)2 65 69 455 T: +971 (0)2 65 69 210
Service provider	<a href="mailto:dada.oyedji@sorbonne.ae">dada.oyedji@sorbonne.ae</a>	T: +971 (0)2 65 69 734

## Covid-19 social responsibilities

As a community, all SUAD students and employees need to play their part in supporting the university and local authorities by adhering to the health and safety regulations and measures including:

- Wearing a facemask in offices, classrooms, cafeteria, and library, study spaces and common areas at all times
- Complying with social distancing rules; keeping a safe physical distance wherever possible on campus.
- Washing hands frequently for at least 20 seconds and if possible, carrying a portable hand sanitizer at all times
- Conduct a daily health check before coming to campus, check for any Covid-19 symptoms like a temperature of more than 37.5degrees, cough, shortness of breath, sore throat, runny nose or flu, loss of taste or smell, nausea, vomiting and difficulty in breathing. If you have any of these symptoms, please do not come to campus, visit any nearby hospital and contact the Covid-19 response management team from the table above.
- All staff & faculty on campus must be tested every 14 days unless SUAD management announces further updates on the frequency of testing.

- We all need to watch out for each other, report any suspected case of Covid-19 on campus to the Covid-19 response management team ([enas.awad@sorbonne.ae](mailto:enas.awad@sorbonne.ae) +971 (0) 2 65 69 452 , [khalid.almarashda@sorbonne.ae](mailto:khalid.almarashda@sorbonne.ae) +971 (0)2 65 69 455)

## Covid-19 useful links

- Arrival registration online link for vaccinated employees outside UAE before travelling and approved vaccine received outside UAE

Please visit ICA's website [here](#)

- Travelling to Abu Dhabi procedure

Please visit Abu Dhabi Government Portal's website [here](#)

- Abu Dhabi Quarantine Procedure for vaccinated and non-vaccinated travelers

Please visit Abu Dhabi Government Portal's website [here](#)

## Covid-19 vaccination information

- Exempted groups from vaccination

Please visit DOH's website [here](#)

- Booking for vaccine and locations in Abu Dhabi

Please visit SEHA's website [here](#)