

31 December 2021

**CONTINUING EDUCATION AND TRAINING (CET) COURSES AT SIT CAMPUSES****Attention To:** CET Student, External Trainer, Contractor,

- Please take note of the following at SIT campuses taking effect from 1 January 2022.

**VACCINATION-DIFFERENTIATED SAFE MANAGEMENT MEASURES (VDS) FOR ACCESS INTO SIT CAMPUSES**

- From 1 January 2022 with guidance from MOH's COVID-19 advisory, only the following individuals are allowed entry into SIT campuses:

Table 1. Entry requirement	Fully Vaccinated <sup>1</sup>	Recovered from COVID-19 within 180 days <sup>2</sup>	Medically Ineligible <sup>3</sup>	Unvaccinated
CET Students <sup>4</sup>	<b>YES</b>			<b>No</b>
Visitors (i.e. External Trainers)				
Non-employees working in SIT campuses: (i.e. Contractors)				

- The locations of the designated campus access points for SIT campuses are enclosed in Annex A. **At these designated manned campus access points, all CET Students, External Trainers or Contractors are to undertake:**

(a) **You must identify yourself either as**

- CET Student<sup>4</sup>** (including if you have been issued with a SIT pass with yellow-printed "STUDENT" identification); or
- External Trainer (i.e. Visitor);** or
- Contractor coming for the CET course.**

You should show the SITLEARN Professional Development's pre-course admin letter (printed hard copy or via email) or documentation for participating in SITLearn CET activities to the staff, plus

- If you fulfil the aforesaid entry requirements in Table 1, you are also requested to show your TraceTogether token or app to the staff to gain access into the campus, plus**
- Visitors and Contractors must also fill up the 'Visitor' declaration via the QR code available at the manned campus access point.**

<sup>1</sup> **Fully vaccinated**, i.e. the person has received the appropriate regimen of World Health Organisation Emergency Use Listing (WHO EUL) vaccines (e.g. Pfizer-BioNTech/Comirnaty, Moderna, AstraZeneca-SKBio, Serum Institute of India, Janssen, Sinopharm, Sinovac-CoronaVac and Covaxin) including their respective duration post-vaccination for the vaccine to be fully effective, and had their vaccination records ingested in MOH's national IT systems.

<sup>2</sup> **Recovered** from COVID-19, within 180 days (from the date of first positive Polymerase Chain Reaction (PCR) test result).

<sup>3</sup> **Medically ineligible (MI)** for all vaccines under the National Vaccination Programme that currently include Pfizer-BioNTech/Comirnaty, Moderna and Sinovac-CoronaVac COVID-19 vaccines. The individual must be certified as medically ineligible by a doctor. The information would also be subsequently keyed into MOH's Health IT systems so that their entry can eventually be enabled by the TraceTogether/Safe Entry check-in systems at VDS premises or activities. The MI status will expire upon reaching the date indicated by the certifying doctor or when they may take the vaccine.

<sup>4</sup> **Include individuals or SIT alumni (as the case may be) taking Non-Credit Bearing (e.g. open enrolment) modules or Credit-Bearing (Stackable) modules; Work-Learn Programme with MINDEF C4I Cyber Specialists; WSPostDip programmes through SITLEARN Professional Development administered CET courses, and include those individuals who may be issued with a SIT pass with yellow-printed "STUDENT" identification.**

4. You are required to install and activate the TraceTogether app while present on SIT campus or Polytechnic campuses, or bring along your TraceTogether token as issued by the Government. When you leave the SIT campus, please remember to check-out using the app or token.
5. If in doubt at the designated campus access point, please contact SITLEARN Professional Development or the CET course IC.
6. Individuals who deliberately misrepresent their eligibility status and/or that of others (e.g. including but not limited to the provision of false or misleading verification documents and/or information) may be subject to enforcement action under Singapore's Penal Code, Infectious Diseases Act and/or other COVID-19 legislation.

### **OPERATING HOURS**

7. The operating hours of the six SIT campuses are as follows:
  - SIT@Dover – 7:00 am to 7:00 pm on weekdays
  - SIT@Poly Buildings – 8:00 am to 7:00 pm on weekdays
  - Closed on weekends and public holidays
8. No entry is allowed after 7:00 pm on weekdays, except for activities that have been approved for that day. All have to leave the campus by 10:30 pm and no overnight stay is allowed. If you are calling for Grab or Taxi after operating hours, the pick-up point will be outside of SIT@Dover campus main gate.
9. For SIT@Dover, several entrances (pedestrian entrance along AYE and main gate along Dover drive) will be open for access during opening hours. Drivers and passengers are required to park their vehicles first before accessing any SIT buildings in the campus. Access to all SIT@Poly Buildings will also be restricted to designated entrances. Please do not bypass any barrier or notice of no-entry.

### **SKILLSFUTURE/CET COURSES**

10. For SkillsFuture Singapore (SSG) funded CET programmes, in-person courses (including conferences, seminars, lectures, workshops and lab sessions) with no more than 40 persons (excluding the trainer(s)) will be allowed within each enclosed space, while larger classes over 40 persons will be conducted through real-time, online streaming via synchronous communications such as ZOOM and other streaming media.
11. For non-SSG funded CET programmes, in-person courses (including conferences, seminars, lectures, workshops and lab sessions) with no more than 50 persons (including the trainer(s)) will be allowed within each enclosed space, while larger classes over 50 persons will be conducted through real-time, online streaming via synchronous communications such as ZOOM and other streaming media.
12. **Depending on the Government's prevailing directives on COVID-19 Safe Management Measures (SMM), SIT will retain the right to switch between in-person training and synchronous e-learning for selected CET courses.** We will notify affected you in advance should there be any changes to our CET delivery platform.
13. Online CET courses - All CET Students attending our online CET e-learning courses will have to turn on your video cameras throughout the full training session for recording purposes and show your full facial features. This is part of MOE/SSG audit requirements. Our staff or teaching faculty will guide you before commencement of an online CET course or activity.

### **REVISED ISOLATION AND TESTING PROTOCOLS**

14. The Ministry of Health (MOH) now has three Protocols 1, 2 and 3 to cover those who have tested positive for COVID-19 or have come in close contact with a confirmed COVID-19 case. You can find out more about the protocols in MOH's website [here](#) (and [its Annex](#)).

15. If you come under any of the three MOH Protocols, please comply with the required actions in the table below. Those who fail to clear the discharge criteria/testing requirements, or found making false declarations will be subject to relevant actions taken by SIT.

Protocol	Description	What to Do (according to MOH's Protocols)	Inform SIT
1	Unwell and tested ART positive  <i>(note: PCR is reserved mainly for individuals who feel unwell and have symptoms*)</i>	<ul style="list-style-type: none"> <li>See a doctor, and either be placed by MOH on Home Recovery Programme (HRP) or admitted to an appropriate care facility.</li> <li><b>You can only return to campus after discharge criteria is met</b> – isolation period of 14 days for unvaccinated individuals, and 10 days for vaccinated individuals.</li> </ul>	Please inform SITLEARN Professional Development via <a href="mailto:SITLEARN@singaporetech.edu.sg">SITLEARN@singaporetech.edu.sg</a> or the CET course IC immediately, <b>and do not return to campus.</b>
2	Well but tested ART positive	<ul style="list-style-type: none"> <li>Self-isolate at home, and test again after 72 hours.</li> <li><b>During your period of self-isolation, do not return to campus.</b></li> </ul>	<p>Please inform SITLEARN Professional Development via <a href="mailto:SITLEARN@singaporetech.edu.sg">SITLEARN@singaporetech.edu.sg</a> or the CET course IC immediately.</p> <p><b>You can only return to campus after obtaining a negative ART result and submitting the results to SITLEARN Professional Development via <a href="mailto:SITLEARN@singaporetech.edu.sg">SITLEARN@singaporetech.edu.sg</a> or the CET course IC.</b></p> <p><b>The submission shall show your NRIC/Passport identification (where applicable) and ART test result with the date indicated on the kit. Please note that you will not be reimbursed for the ART kit(s).</b></p>
3	Issued a Health Risk Warning (HRW) by MOH	<ul style="list-style-type: none"> <li>Self-isolate on Day 1 of being issued HRW, take ART test, and upload ART test result online as per MOH's instructions.</li> <li>Take ART test on Day 7. If negative, no need for further testing.</li> <li>If you test positive at any point during HRW, to follow instructions in Protocol 2.</li> </ul>	<p>Please inform SITLEARN Professional Development via <a href="mailto:SITLEARN@singaporetech.edu.sg">SITLEARN@singaporetech.edu.sg</a> or the CET course IC immediately and do not return to campus.</p> <p><b>You can only return to campus after obtaining a negative ART result and submitting the results to SITLEARN Professional Development via <a href="mailto:SITLEARN@singaporetech.edu.sg">SITLEARN@singaporetech.edu.sg</a> or the CET course IC.</b></p> <p><b>The submission shall show your NRIC/Passport identification (where applicable) and ART test result with the date indicated on the kit. Please note that you will not be reimbursed for the ART kit(s).</b></p>

\*Mild symptoms: Fever, cough, fatigue, new loss of taste or smell, sore throat, runny nose, muscle aches, diarrhoea, nausea or vomiting; Severe symptoms: shortness of breath, chest pain or pressure, loss of speech or movement.

**GENERAL SMM**

16. All CET courses (including lectures, workshops and lab sessions) will be subject to SMM. All CET Students, staff and teaching faculty must wear surgical masks or reusable masks of equivalent effectiveness at all times. In addition, we will be undertaking the following requirements:

- (a) All classrooms for in-person training will have pre-arranged assigned seats, at least 1 metre apart.
- (b) Where applicable, CET Students are to minimise interactions by working with a fixed group with maximum size and safe distancing following prevailing guidelines issued by the Government.
- (c) Social and recreational gatherings at the training venue will not be allowed.
- (d) Meals will be provided in bento sets and consumed inside the course venue at pre-arranged assigned seats and adhering to safe distancing measures. CET Students are encouraged to wipe down their desks after each meal consumption.
- (e) If you are visiting the canteen, VDS will be implemented at canteens in SIT. Dining-in at all canteens is allowed only for the fully vaccinated e.g. Foodgle and iEat at SIT@Dover.
- (f) Trainees are required to wipe down their work areas after lab session is over.
- (g) Photographs may be taken during classes for contact tracing purposes.

17. With more activities resuming in our SIT campuses, the number of close contacts between individuals will increase. It is critical that you:

- (a) Continue to exercise social responsibility through wearing a surgical mask, washing your hands regularly and monitoring your health closely;
- (b) Comply with safe-distancing markings;
- (c) Cooperate with the Course ICs or Safe Distancing Ambassadors who will be helping everyone to keep to the safe management measures.

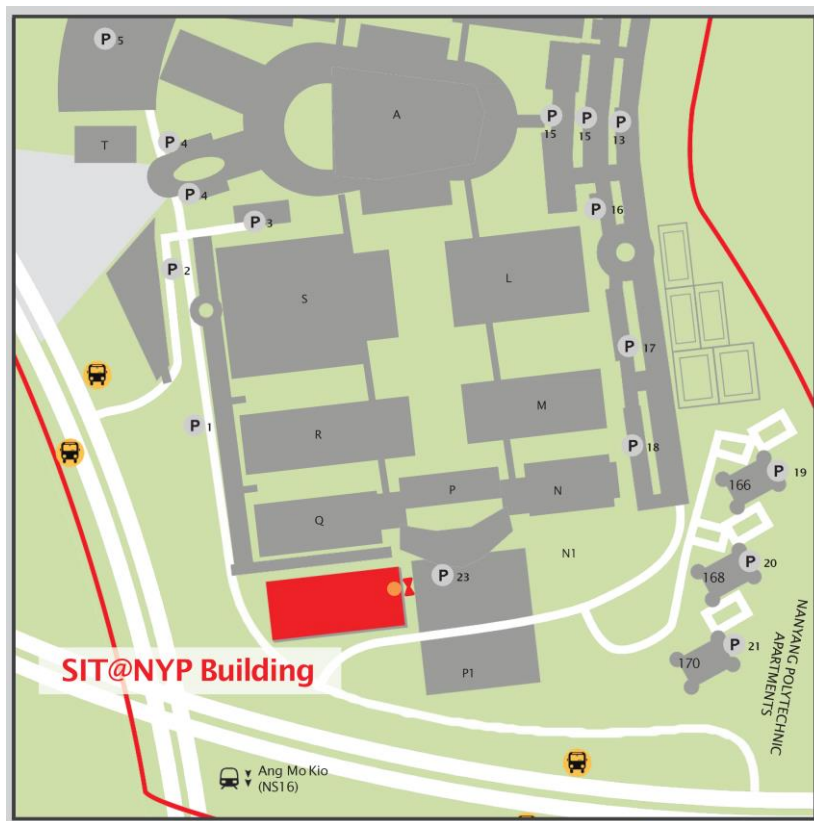
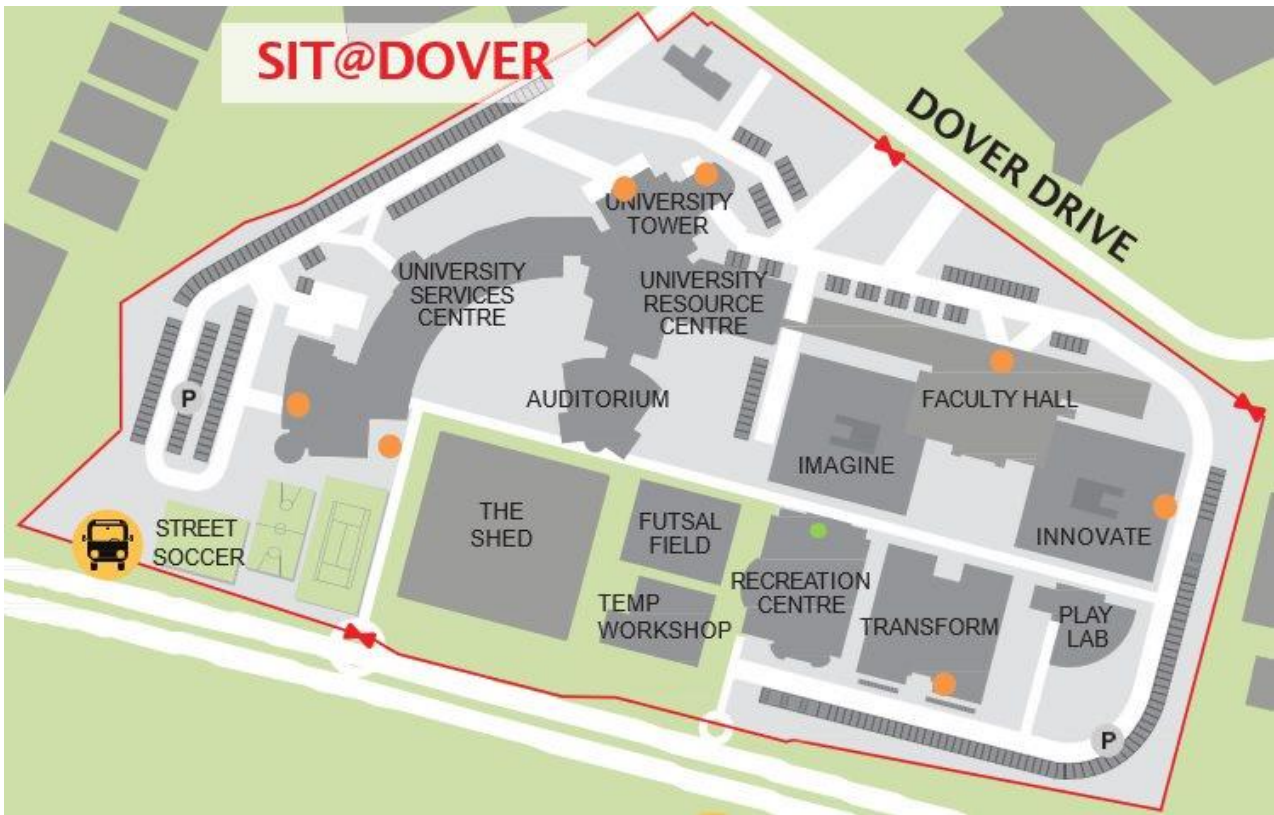
These collective actions are crucial in ensuring that our campus can remain open safely.

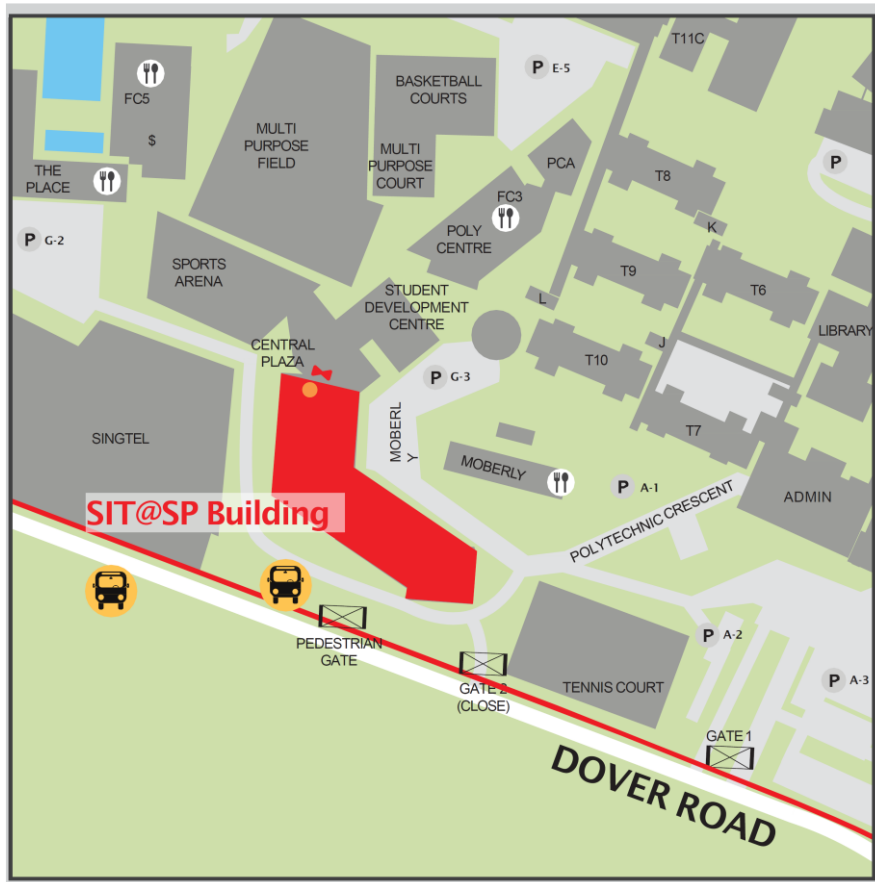
18. We apologise for any inconvenience caused. You can reach us at [SITLEARN@singaporetech.edu.sg](mailto:SITLEARN@singaporetech.edu.sg) should you have any queries. We look forward to welcoming you on campus for your CET courses. Thank you.

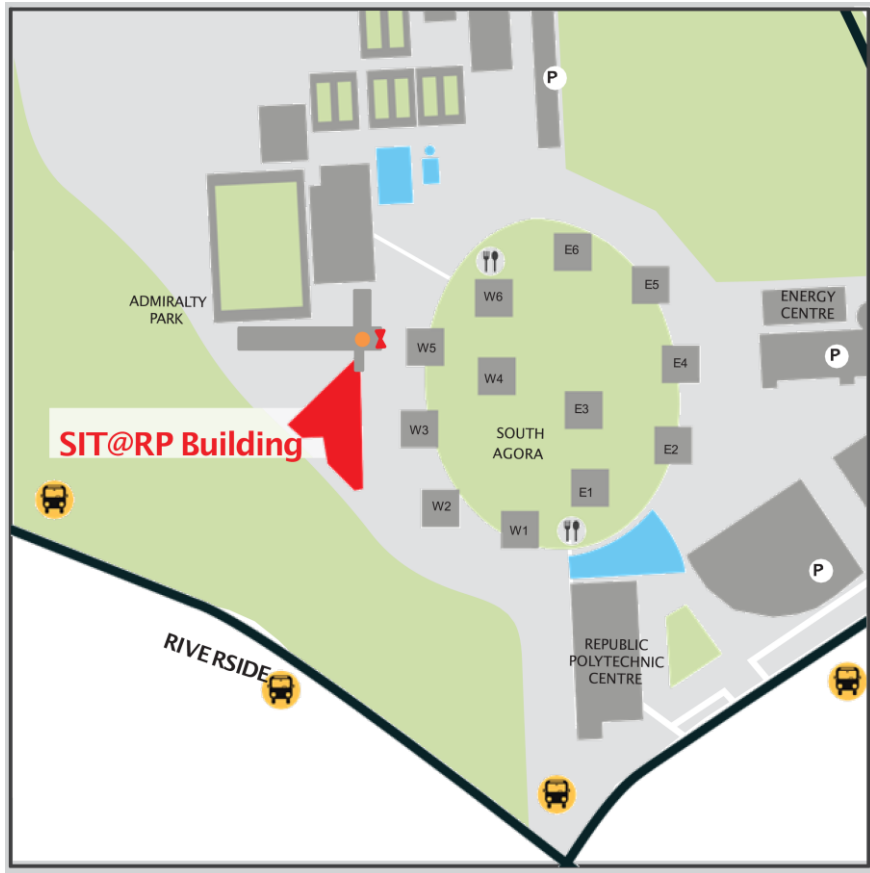
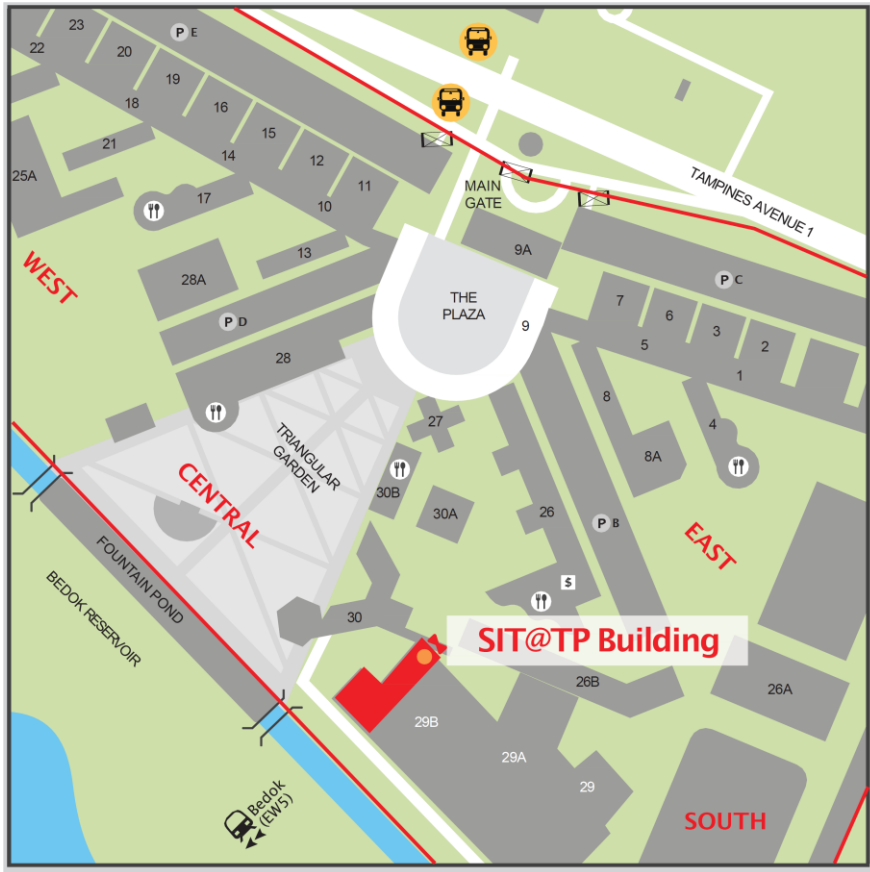
SITLEARN Professional Development  
Singapore Institute of Technology

LOCATIONS OF CAMPUS ACCESS POINTS AT VARIOUS SIT CAMPUSES  
(AS AT 17 MAY 2021) – SUBJECT TO CHANGES WITHOUT PRIOR NOTIFICATION

● Campus Access Point







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