



## ANNOUNCEMENT

National Institute of Development Administration

Prevention and Control Measures of Corona Virus Epidemic COVID-19

(3<sup>rd</sup> Issue)

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In accordance with announcement by National Institute of Development Administration (NIDA) on the temporary suspension of the operational services on premises to January 31, 2021 inclusive of Preventive and Control Measures for Students and University Personnel under Corona Virus 2019.

To ensure that NIDA's Preventive and Control measures for COVID-19 comply with Ministry of Higher Education, Science, Research and Innovation regarding Measures and Precautions on the Outbreak of Coronavirus 2019 (COVID-19) (10<sup>th</sup> Issue) dated on January 27, 2021, under the authority Article 35 and 40 based on National Institute of Development Administration Act. A.D. 2019, NIDA hereby announces the following measures.

1. Cancellation of:

(1) National Institute of Development Administration's announcement on Prevention and Control Measures of Corona Virus Epidemic COVID-19 dated January 2, 2021.

(2) National Institute of Development Administration's announcement on Prevention and Control Measures of Corona Virus Epidemic COVID-19 (2<sup>nd</sup> Issue) dated January 8, 2021.

2. To re-open our premises situated in Bangkok effective from February 1, 2021 onwards.

3. Responsible sections are requested to consider offering online instructions, examinations and trainings or relevant activities on premise and concentrate on hybrid instructions both online and on site and other types of instructions. Please rigidly adhere to the Government's and NIDA's measures for prevention of the COVID-19 Outbreak.

In case of compulsory organization of other activities on premises that involve gathering a large number of participants and resulting in an opportunity for close contact, the relevant section is required to receive the President's approval prior to organizing the activity and rigorously conform with respective Government and NIDA measures for prevention of the COVID-19 Outbreak.

4. The personnel remain obliged to work from home according to NIDA's announcement with regard to work from home implementation under Coronavirus Disease 2019 (COVID-19) (2<sup>nd</sup> Issue) dated March 21, 2020. In case of any leave, personnel must request for leave in regard to guidelines and procedures for leave indicated in relevant rules and regulations.

In case of having duties and types of responsibilities and work that needs to be performed on the premises, Deans, Division Directors, Chairman, Faculty Senate, General Division Director, Head of University Council, Internal Audit Director, and Center Director are obliged to plan and organize personnel to work on premises as required by considering date and times, changing working date and shift time, lunch break time, or time in and time out period to reduce overcrowding and allow social distancing.

5. The students and personnel residing in the maximum controlled and restricted areas are requested to refrain from traveling to NIDA until the current spread of COVID-19 situation is resolved.

In case of traveling from or passing through the maximum controlled and restricted areas, students and personnel are required to refrain from visiting NIDA for 14 days starting from the date of return.

The students and personnel close to or having been in contact with people residing in the maximum controlled and restricted areas, will be under the discretion of Deans, Division Directors, Chairman, Faculty Senate, General Division Director, Head of University Council, Internal Audit Director, and Center Director on a case-by-case basis to consider whether students and personnel must refrain from traveling to NIDA.

In case of being unable to visit NIDA with respect to the above, students and personnel will not be considered as absent from classes or work. The respective faculty members must provide instructions, examinations or appropriate matters depending on the case. The management must assign personnel to implement work from home.

6. All NIDA meetings must continue being conducted via e-meeting in accordance with Emergency Decree on e-meeting 2020 exclusive of reasonable and necessary cases or cases where meetings are not enforced under the Emergency Decree on e-meeting 2020 or cases where the law indicates that meetings must be conducted on premises, personnel in charge of the meeting must propose to Deans, Division Directors, Chairman, Faculty Senate, General Division Director, Head of

University Council, Internal Audit Director, and Center Director to consider on premises meeting allowance prior to hosting the meeting depending on case and rigorously conform with respective Government and NIDA measures for prevention of COVID-19 Outbreak.

7. All NIDA sections must continue to refrain from or postpone allowing visitors residing in or traveling through maximum-controlled areas from contact with internal sections on the premises excluding extremely reasonable and compulsory cases. These visitors must be approved by the President prior to traveling to NIDA's premises by rigidly adhering to respective Government and NIDA measures for the prevention of COVID-19 Outbreak.

8. The respective sections must implement clock-in and clock-out inclusive of personnel's, students' and visitors' contact details traveling to NIDA's premises and record for the benefit of disease monitoring and investigation in case of COVID-19 Epidemic on the premises.

9. The students and personnel with a fever or temperature more than 37.5 with any symptoms such as cough, sore throat, running nose, respiratory problems, dyspnea, tiredness, headache, ague, lack of appetite or other must immediately visit a doctor and stay at home for 14 days effective from the date symptoms first occurred.

10. All NIDA students and personnel must rigidly adhere to the Government's and NIDA's measures and guidelines to prevent the spread of Coronavirus 2019 (COVID-19) epidemic such as by practicing social distancing; wearing masks; measuring body temperature; washing hands with soap, alcohol gel or disinfectant; and having Coronavirus 2019 (COVID-19) assessment or filling in NIDA's form and submitting it within mentioned deadline. Please follow NIDA's announcements for COVID-19 Epidemic Outbreak directly via <http://www.nida.ac.th/en/index.php/nida-about/covid-19>.

Effective from February 1, 2021 onwards until further announcement.

Announced on January 29, 2021



(Professor Dr. Kamphol Panyagometh)

NIDA President