

Refer to the separate attachment for details about each category

**CAPACITY LIMITS**

Lectures/classes, seminars, etc.	keep participants at under 2/3 capacity
Meetings	keep participants at under 2/3 capacity
Events	the room's maximum capacity under 50%

= activity levels (26 April - 11 May)

			Level					Notes	
			0	1	2	3	4		5
Lectures/classes	lectures	classroom	• no restrictions	• lectures for all students (graduate and undergraduate) should be held face-to-face • adherence to capacity limits	• permitted for classes related to graduate subjects and undergraduate major subjects (third years+ only) • other classes permitted upon request (no request necessary for classes held between 26 April and 11 May) • adherence to capacity limits	• permitted upon request • adherence to capacity limits	• cancelled	• cancelled	*arrangements for those with special needs are required to hold lectures/classes, seminars, etc.
		online	• no restrictions	• effectively use online lectures	• online classes (general)	• online classes (standard)	• online classes (only)	• online classes for subjects where online classes can be implemented (only)	
		practical training/laboratory work/seminars, etc.	• no restrictions	• permitted • adherence to capacity limits	• permitted for classes related to graduate subjects and undergraduate major subjects (third years+ only) • other classes permitted upon request (no request necessary for classes held between 26 April and 11 May) • adherence to capacity limits	• permitted upon request • adherence to capacity limits	• cancelled	• cancelled	*arrangements for those with special needs are required to hold lectures/classes, seminars, etc.
Research		research/laboratory work	• no restrictions	• permitted • research activities may also be carried out at home	• new laboratory work is restricted	• only work for halting in-progress laboratory experiments is permitted	• all laboratory work unrelated to COVID-19 research is to cease	• all research activities are to cease	
		seminars, etc.	• no restrictions	• permitted • adherence to capacity limits	• recommended to be held online; face-to-face events should adherence to capacity limits	• online only	• online only	• online only	*arrangements for those with special needs are required to conduct research, etc.
		field work	• no restrictions	• consider travel restrictions set by the government	• comply with the government's requests for restraint	• comply with the government's requests for restraint	• not permitted	• not permitted	
Administration		telework, etc.	• no restrictions	• percentage of telework around 30%	• percentage of telework around 50%	• percentage of telework around 70%	• only staff required for emergency services and facility maintenance permitted on campus	• only the minimum number of employees to maintain facilities permitted on campuses	
		shifted working hours	• no restrictions	• recommended	• recommended	• active implementation	• active implementation	• active implementation	
Meetings/events	in the university	face-to-face	• no restrictions	• adherence to capacity limits	• adherence to capacity limits • keep attendees at 20 persons or lower (incl. observers) *The above rules apply to meetings *Events are to be cancelled, postponed, or held online	• adherence to capacity limits • more than 20 permitted for meetings related to emergency management • special meetings, such as the entrance examination committee meeting, are allowed upon request and 20+ people are allowed	• adherence to capacity limits • only meetings related to emergency management are permitted	• not to be held	*arrangements for those with special needs are required to hold meetings/events, etc.  *make appropriate decisions and utilize online events at all activity levels
		outside the university	hosting others	• no restrictions	• consider the current situation and governmental regulations	• comply with the government's requests for restraint	• comply with the government's requests for restraint	• not to be held	• not to be held
		participating in outside meetings/events	• no restrictions	• consider travel restrictions set by the government	• comply with the government's requests for restraint	• comply with the government's requests for restraint	• not to be held	• not to be held	
Extracurricular activities		general activities	• adherence to infection prevention measures when gathering	• adherence to infection prevention measures and practice social distancing when gathering	• adherence to infection prevention measures; only activities with a low risk of infection are permitted	• adherence to infection prevention measures; only outdoor activities with a low risk of infection are permitted	• only individual practice (alone) outside is permitted	• all activities are to cease	*all groups should establish in advance activity guidelines for each level based on the information in the columns to the left
		events, matches, overnight trips, etc.	• adherence to infection prevention measures when gathering	• adherence to infection prevention measures and practice social distancing when gathering • consider travel restrictions set by the government	• events are to cease (decisions regarding held events that require an overnight stay will be made separately) • comply with the government's requests for restraint	• events requiring overnight accommodation are to cease • comply with the government's requests for restraint	• online only	• all activities are to cease	*arrangements for those with special needs are required to hold extracurricular activities
		eating and drinking together	• adherence to infection prevention measures when gathering	• permitted for small groups and short amounts of time while adhering to infection prevention measures	• not permitted	• not permitted	• not permitted	• not permitted	
Admission of those unassociated with OU on campus			• no restrictions	• request to refrain from admitting those with unnecessary and non-urgent matters	• strongly request to refrain from admitting those with unnecessary and non-urgent matters	• generally, no one is admitted except for those requested by the university	• no one is admitted except those from the university	• not permitted	