



**Suranaree University of Technology Announcement**  
**On**  
**Preventive and Monitoring Measures in Response to**  
**the Coronavirus COVID-19 Outbreak**  
**(Announcement No. 4)**

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Following the previous three Suranaree University of Technology Announcements on Preventive and Monitoring Measures in Response to the Coronavirus COVID-19 Outbreak which are in line with similar announcements by the Ministry of Higher Education, Science, Research, and Innovation (MHESI), Suranaree University of Technology (SUT) deems it crucial to issue this additional announcement detailing the guideline and code of practice for COVID-19 screening for people entering office and residential buildings and also for keeping all the buildings and grounds on campus sanitised, as follows:

1. There will be campus-wide COVID-19 screening for staff, students, and visitors before entering all the office and residential buildings by following the instructions below.

1.1. All the students living on campus are required to be screened daily at the nearest screening points designated in the attachment to this announcement. The security guards at each screening point are responsible for screening the students with an infrared forehead thermometer. Once a student with a high temperature above 37.5°C is identified, the security guard must notify Suranaree University of Technology Hospital (SUTH) of this student and report the case in the record form to SUT via the Division of Student Affairs (DSA). The students with no sign of high temperature will have a sticker on as an indicator that they have been screened for the day.

1.2. All the staff, students, and visitors are required to be screened daily before entering all the office buildings at the screening points designated in the attachment to this announcement. The security guards at each screening point are responsible for screening everyone with an infrared forehead thermometer. Once a person with a high temperature above 37.5°C is identified, the security guard must notify SUTH of this person and report the case in the record form to SUT via the Division of Human Resources (DHR). All SUT staff are required to wear their SUT name tags at all times while on campus. The staff with no sign of high temperature will have a sticker on their name tags as an indicator that they have been screened for the day.

1.3. All the staff, students, and visitors are required to be screened before entering all the outdoor sports facilities and venues at the screening points designated in the attachment to this announcement. The security guards at each screening point are responsible for screening everyone with an infrared forehead thermometer. Once a person with a high temperature is identified, the security guard must notify SUTH of this person and report the case in the record form to SUT via the Sports and Health Centre (SHC).

2. SUT's Division of Buildings and Grounds (DBG) is responsible for placing and monitoring all the security guards to conduct the screening at all the screening points designated in the attachment to this announcement. These security guards must not allow anyone who has not been screened to enter the buildings or the premises they are responsible for.

3. DBG is responsible for providing enough cleaning and sanitation materials and equipment for all the buildings and facilities. The cleaning staff in each building are required to constantly clean and sanitise the items and areas that people touch and use frequently, such as stair handrails and door knobs, with cleaning and sanitation liquids or 70% alcohol every day.

4. SUTH is responsible for organising training for all the security guards designated to station at all the screening points to be able to conduct the screening with an infrared forehead thermometer properly.

5. DHR is responsible for providing the screening stickers, alcohol hand gel, as well as an instruction for hand sanitation at all the finger scan points in every office building.

6. The Centre for Scientific and Technological Equipment (CSTE) is responsible for providing enough alcohol hand gel to be used in all the preventive and monitoring measures in response to the coronavirus COVID-19 outbreak.

7. The Division of Public Relations (DPR) is responsible for providing signs for personal hygiene maintenance instruction at all the screening points in every office building.

8. All the units in SUT are required to keep all their buildings and premises clean and sanitised, following the guideline by the Ministry of Public Health (MOPH).

9. All the staff, students, and others working and living on campus are required to maintain their personal hygiene, following the guideline by the Ministry of Public Health (MOPH).

SUT thanks everyone and all the units in the university for their awareness and concern on this critical issue and for their cooperation in following this guideline and code of practice strictly. Your notification and report of unusual cases to SUTH at 044-376555 will be greatly appreciated. Thank you for your kind cooperation in keeping our SUT free from COVID-19 together.

March 13<sup>th</sup>, 2020



Associate Professor Flight Lieutenant Kontorn Chamniprasart, PhD  
Vice-Rector for Academic Affairs and Internationalisation  
Acting on Behalf of SUT Rector  
Suranaree University of Technology

**Attachment to the Suranaree University of Technology Announcement  
on Preventive and Monitoring Measures in Response to the  
Coronavirus COVID-19 Outbreak (Announcement No. 4)**

<b>People to be screened</b>	<b>Screening points</b>
All SUT staff, students, and visitors	<ol style="list-style-type: none"> <li>1. Administration Building</li> <li>2. Division of Buildings and Grounds Building</li> <li>3. Academic Building 1</li> <li>4. Academic Building 2</li> <li>5. Classroom Building 2</li> <li>6. The Library</li> <li>7. Scientific and Technological Equipment Building 7 (F7)</li> <li>8. Scientific and Technological Equipment Building 9 (F9)</li> <li>9. Scientific and Technological Equipment Building 11 (F11)</li> <li>10. Institute of Research and Development Building</li> <li>11. Student Affairs Building 1</li> <li>12. SUT Sports Complex (Surarengchai Building)</li> <li>13. Surapat 1 Building</li> <li>14. Surasammanakhan Hotel and Convention Centre</li> <li>15. Surawiwat School</li> <li>16. SUT Farm</li> <li>17. SUT Bangkok Office</li> <li>18. Plant Genetic Conservation Project Office Khlongphai</li> </ol>
All students living at SUT dormitories	<ol style="list-style-type: none"> <li>1. Suranives Dormitory 1 (S1)</li> <li>2. Suranives Dormitory 7 (S7)</li> <li>3. Suranives Dormitory 13 (S13)</li> <li>4. Suranives Dormitory 16 (S16)</li> </ol>