

Procedure #	AD-200-P1	Revision #	01
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Pandemic Preventive Measures Procedure

The University abides and commits to all preventive measures issued and to be issued by the Kingdom authorities including:

1. The security guards checks all visitors, students and employees entering the campus from the pedestrian and vehicle entry gates and denies entry if any of the following conditions apply:
 - Not wearing face mask or refusing to wear the mask in the correct manner,
 - Have high temperature, or
 - Do not have green or immune screens on their updated TAWAKLANA Application.
2. The security guards are present in all buildings and yards to make sure that all those present on campus follow the precautionary measures of social distancing and wearing mask at all times, and to report any violation to the Director of Security for corrective measure.
3. The Facilities Management Unit have taken the following preventive measure:
 - Rearranging class seats to ensure proper social distancing.
 - Providing sanitizers and automatic dispensers on the corridors and at the elevators' entrances.
 - Providing sanitizers and face masks in all offices.
 - Posting reminders of social distancing and wearing masks in elevators and all student's gathering places.
4. Not more than 2 employees can occupy the same office thus ensuring the spacing between employees at the working place.

Related Documents:

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