Subject: MCPF partial re-open from Feb 25, 2020

Dear MCPF users,

MCPF will be partially re-open from Feb. 25, 2020 (Tue). In accordance with the University’s guidelines, users are required to fill in a Health Declaration Form before entering laboratories. Therefore, if you plan to use MCPF laboratories, please fill in the “MCPF Health Declaration Form” as soon as possible using one of the two methods below:

1) Online form:

https://ust.az1.qualtrics.com/jfe/form/SV_bwKLOADTOWpwOUZ

2) fill in the attached form (MCPF Health Declaration Form.pdf) and return it to MCPF by email (mcpf@ust.hk) or send the hardcopy to MCPF admin office (Room 2575).

Your submission must be entered into the MCPF records, before you are allowed to enter MCPF laboratories. Please also note that you need to bring your own surgical mask, lab coat and gloves when working in MCPF labs.

Special procedure for booking of equipment during this period of partial operation will be announced later.

Thank you for your understanding and cooperation.

MCPF

February 22, 2020
MCPF Health Declaration Form

It is the University’s policy that if someone has traveled to Mainland China in the past 14 days, that person must self-quarantine at home/quarters. Any person under self-quarantine is prohibited to access MCPF laboratories.

If you have any of the above symptoms, you will not be allowed to access the MCPF labs. You should seek medical care as soon as possible.

<table>
<thead>
<tr>
<th>A. Symptoms 病徵 (Please tick)</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>1. Fever 發燒 (&gt;37.5°C)</td>
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<td>2. Chills &amp; Rigor 發冷</td>
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<td>3. Cough 咳嗽</td>
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<td>4. Sore throat 喉嚨痛</td>
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<td>5. Diarrhoea 肚瀉</td>
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<tr>
<td>6. Shortness of Breath / Difficulty in Breath 呼吸急促 / 呼吸困難</td>
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<tr>
<td>7. Other Symptoms (Please specify) 其他病徵 (請列明)</td>
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B. Travel history (Please tick)

1. Have you visited the Mainland within the past 14 days?
   - If No, no need to answer further questions
2. Have you been to Hubei province within the past 14 days?
3. Did you have close contact with patient with significant infective disease in the past 14 days?
4. When did you return to Hong Kong? (dd/mm/yy)

C. Working at MCPF laboratories

I will follow the requirement of MCPF:
1. To wear a surgical mask, lab coat and gloves at all times.
2. To observe University and MCPF safety guidelines.
3. To follow MCPF regulations.
4. Not to bring other colleagues/students during operation.

Name: ____________________  MCPF login: ________________

Email: ____________________  Telephone: ________________

Supervisor: ________________  Department: ________________

Signature: ________________  Date: ____________________