

亞洲建築環境學院 (AIBE)

防疫控制指引 (2020 年 2 月 25 日更新)

各位講師、學生及職員：

鑒於近期新型冠狀病毒引發的肺炎疫情仍在擴散。為了維護所有學校成員的健康，並能夠向受影響的個別人士提供適當的幫助。任何到訪校舍的人士、同學或職員，AIBE 將會執行以下的措施：

1. AIBE 會要求閣下填寫 **健康申報表** (請掃描二維碼或點連結 <https://forms.gle/bLyay8KyZ88dqFS3A> 填問卷。)



2. 關於停課期間的一般教學安排 (實驗課及部份電腦課除外)，AIBE 會採用 Zoom 網上教學並會依照教育署建議，不早於 **4 月 20 日**復課。
3. 本校呼籲各同學密切留意本校之 Facebook 專頁，該專頁於非常時期，將會是學校跟同學的主要溝通渠道，並可查看最新的安排。復課後亦會有相關的防疫安排 - 全部到訪者需佩戴口罩及檢查體溫，校舍及公眾地方的清潔亦會提升。

如有查詢，請發送電子郵件至 <mailto:general@aibe-edu.org> 或 [Whatsapp 55085538](https://www.whatsapp.com/channel/00299a61111111111111)。

Asian Institute of Built Environment (AIBE)

Infection Control Guidance (25th February 2020 updated)

Dear lecturers, staff and students,

There is a recent outbreak of Novel Coronavirus Infection in Mainland China. In order to safeguard the health of all AIBE members, and to be able to provide appropriate assistance to affected individuals, AIBE requests all visitors including staff and students to fill out a **health declaration**

form (Please scan QR code or click this link <https://forms.gle/bLyay8KyZ88dqFS3A> for the questionnaire).

Regarding teaching and learning arrangement, online teaching arrangement via Zoom will be retained **until 18 April 2020** (except laboratory sessions and partial software hands-on workshops), subject to further update and indication from Education Bureau. You are recommended to follow and like the Facebook page of AIBE as this is the main on-line platform we communicate with each other in this difficult period. Upon resumption of face-to-face teaching, plenty of hygiene and safety measures will be carried out at AIBE – all visitors including staff and students are required to wear surgical face mask and measure body temperatures. Also, the campus and public area cleansing processes will be escalated.

Should there be any queries, please contact: general@aibe-edu.org or Whatsapp 55085538.

Thank you for your kind attention.

Best wishes,

AIBE

溫馨提示:

從中國內地(**不止湖北省**)回港之人士，抵港後請依衛生署衛生防護中心要求，自我隔離，強制接受檢疫 14 日。若出現發燒超過或等如 **37.5** 或呼吸道感染症狀*，請立即求醫。

For those who returned from anywhere in Mainland China (**not only Hubei Province**), referring to the mandatory measure announced by Centre for Health Protection of Department of Health, please make sure you self-quarantine yourself by staying at, and working from, home for 14 days after your return to Hong Kong. **When influenza symptoms* or fever (Body Temp. over 37.5° C) develop, see a doctor immediately.**

*Symptoms of respiratory disease: chills, rigor, runny nose, nasal stuffiness, sore throat, cough, shortness of breath etc.; 呼吸道感染症狀: 發冷，僵硬，流鼻涕，鼻塞，喉嚨痛，咳嗽，呼吸急促等

(The English version shall always prevail in case of any discrepancy or inconsistency between English version and its Chinese translation.)

復課的防疫安排

校方已啟動監察機制，所有懷疑或確診個案必須向 AIBE 行政人員匯報，校方會因應情況作出部署。

AIBE has implemented the medical surveillance measures, all cases of suspected or confirmed cases of novel coronavirus infection should be reported to AIBE administration team. AIBE will make appropriate arrangements accordingly.

為預防感染，各位應注意保持良好的個人及環境衛生，AIBE 亦會實施一系列的應變措施，包括：

1. 要求所有進入校內人士必須佩戴口罩；
2. 為進入校內人士探熱 (正常體溫為 36–37.5° C)，如超過 37.5 度, 必須**立即**求醫；
3. 勸諭任何人出現呼吸道感染病徵*，應戴上外科口罩，不應上班或上學，避免前往人多擠迫的地方，及盡早向醫生求診；
4. 提醒各人以梘液和清水清潔雙手。洗手時應以梘液和清水清潔雙手，搓手最少 20 秒，用水過清並用抹手紙弄乾。如沒有洗手設施，或雙手沒有明顯污垢時，使用含 70%至 80%的酒精搓手液潔淨雙手亦為有效方法；
5. 經常保持雙手清潔，尤其在觸摸口、鼻或眼之前；觸摸扶手或門把等公共設施後；或當手被呼吸道分泌物污染時，如咳嗽或打噴嚏後；
6. 打噴嚏或咳嗽時應用紙巾掩蓋口鼻，把用過的紙巾棄置於有蓋垃圾箱內，然後徹底清潔雙手。

All visitors and members are advised to maintain good personal and environmental hygiene for protection, and take heed of the following preventive measures under the Emergency Response Level:

1. All personnel must wear a surgical mask ;
2. Body temperature measurement will be taken (normal range of 36–37.5° C). If the body temperature is over 37.5° C, please seek medical advice **at once**.
3. When anyone is having respiratory symptoms*, wear a surgical mask, refrain from work or attending class at school, avoid going to crowded places and seek medical advice promptly.
4. Remind everyone to wash hands with liquid soap and water, and rub for at least 20 seconds. Then rinse with water and dry with a disposable paper towel. If hand washing facilities are not available, or when hands are not visibly soiled, performing hand hygiene with 70 to 80 per cent alcohol-based handrub is an effective alternative;
5. Perform hand hygiene frequently, especially before touching the mouth, nose or eyes; after touching public installations such as handrails or door knobs; or when hands are contaminated by respiratory secretions after coughing or sneezing;
6. Cover your mouth and nose with tissue paper when sneezing or coughing. Dispose of soiled tissues into a lidded rubbish bin, then wash hands thoroughly.

AIBE 會繼續留意最新消息，並根據衛生防護中心的建議在校園採取適當的預防和控制措施。校方已加強在全校清潔，所有職員在工作期間亦會配戴口罩及經常保持雙手清潔。

AIBE continues to monitor the latest development and take appropriate prevention and control measures according to the CHP's recommendations. Cleaning is stepped up throughout the campus. All staff will wear masks and perform hand hygiene frequently while on duty.

*Symptoms of respiratory disease: chills, rigor, runny nose, nasal stuffiness, sore throat, cough, shortness of breath etc.; 呼吸道感染症狀: 發冷，僵硬，流鼻涕，鼻塞，喉嚨痛，咳嗽，呼吸急促等

環境衛生

- 保持環境清潔衛生，使用 1:99 稀釋家用漂白水（即把 1 份漂白水與 99 份水混和）清潔消毒。
 - 如設施或用具被分泌物或排泄物沾污，弄掉髒物後，會用 1:49 的稀釋家用漂白水清洗。
 - 保持室內空氣流通，定期清洗和保養室內空調系統和抽氣扇。
 - 保持廁所清潔衛生和渠管暢通，妥善保養排水渠管和定期（約每星期一次）把約半公升的清水注入每一排水口（U 型隔氣口），以確保環境衛生。
 - 每兩小時用 1:99 稀釋家用漂白水或含 70%至 80%的酒精清潔消毒門柄。
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- Maintain a clean and hygienic environment. Clean and disinfect frequently touched surfaces regularly with diluted household bleach (i.e. adding 1 part of household bleach to 99 parts of water), wait until dry and rinse with water.
 - If the facilities are contaminated, wash/wipe with diluted domestic bleach (mixing 1 part of bleach with 49 parts of water) immediately.
 - Maintain good indoor ventilation. Air-conditioning systems and exhaust fans should be cleaned and maintained regularly.
 - Maintain proper function of toilets, drains and pipes. Maintain drainage pipes properly and regularly (about once a week) pour about half a liter of water into each drain outlet (U-traps) to ensure environmental hygiene.
 - Handrails will be clean with diluted household bleach or 70 to 80 per cent alcohol-based liquid.

Reference:

http://www.cuhk.edu.hk/health_promote_protect/chinese/chairman_announcement.html

http://www.cuhk.edu.hk/health_promote_protect/chinese/activities_on_campus.html