

## General Protocols

- Monitor official government sources for information of entry requirements and regulations; and in country COVID-19 related policies: We frequently check, [The CDC](#), [The WHO](#), [British FCDO advice](#), [US State Department Travel Advisories](#) and Embassies and government sources of our program locations for eg. [MOFA](#) for Japan related information
- Follow and comply with any relevant COVID-19 national and local guidelines including but not limited to COVID-19 testing and social distancing
- All CRCC Asia Program Staff will be trained on COVID-19 safety protocols and relevant local/national guidelines
- International travel during the program is strictly prohibited unless prior approval is given by CRCC Asia is given in extenuating circumstances

## Pre Departure Protocols

- We request a medical declaration from all participants to be aware of any chronic or serious conditions and provide support where possible. Participants who are immunocompromised will be strongly advised to consult with a medical practitioner before committing to the program
- Participants will be advised to monitor their health 14 days before program departure and inform CRCC Asia if they have come into contact with a positive COVID-19 case or have developed typical COVID-19 symptoms
- Participants are advised to check official airline guidelines for requirements, potential flight changes or cancellations. We recommend participants purchase refundable or flexible tickets to account for any possible changes
- When authorizing a program start date we take into account COVID-19 regulations, in particular: Quarantine regulations, COVID-19 testing requirements, the financial implications for CRCC Asia and our participants
- A robust Health and Safety Manual will be sent to all participants ahead of their programs start date detailing our COVID-19 protocols, in country rules and regulations and practical tips and advice to stay safe and healthy on the program
- This will recommend packing masks, hand sanitizer, a personal thermometer, PPE etc.
- Our Admissions Team are available to support participants with any questions or queries before participants start the program

## On the ground Protocols

- All participants are required to have received 2 doses of a nationally recognised vaccine to be eligible for the program or 1 dose of the Johnson & Johnson vaccine
- All participants will be required to take a lateral flow test on arrival
- Masks will be provided on arrival
- A COVID-19 Health and Safety Sheet will be sent to all participants pre-departure and a paper copy will be included in the welcome pack upon arrival. All participants will have to confirm by signature that have read and understood this
- This information will be reiterated by our staff on our Induction Day and there will be a Q&A session to clarify any questions from participants
- All participants will occupy private rooms in our accommodation, social distancing will be encouraged in shared/common areas
- Accommodation will be cleaned and sanitised before arrival
- Participants will be required to adhere to any rules or regulations of our accommodation providers
- Daily temperature checks will be logged by participants, any abnormalities will be shared with CRCC Asia staff
- Outdoor seating and social distancing will be encouraged at all CRCC Asia events where feasible
- Social distancing and safe COVID-19 policies in the workplace will be encouraged wherever possible (for example, frequent hand-washing, hand sanitiser available, mask wearing)
- If there are are COVID-19 health and safety concerns in the workplace (for eg. close contact with a positive test), participants will undertake a COVID-19 test and be able to work remotely until it is safe to return to the workplace
- Participants will be encouraged to take a lateral flow COVID-19 test on return from travel outside of the Host City or having come into close contact with an individual who has recently tested positive for COVID-19
- All CRCC Asia staff members in direct or indirect contact with participants will regularly take COVID-19 tests

## **In the event of a positive COVID-19 test**

- A CRCC Asia staff member will aid participants that test positive for COVID-19, health and safety permitting, wherever possible
- This will include assistance with: meal delivery, arranging cleaning, delivering any necessary medication, informing the local health authorities and any other reasonable requests submitted by the participant
- A CRCC Asia staff member will check in on a participants well-being if they are in quarantine and refer mental health support/a physician if needed
- CRCC Asia will inform any relevant parties (for example the participants family or university) of the situation and provide regular updates
- Anyone that has come into close contact with the individual will be required to take an appropriate COVID-19 test
- Any participant who tests positive will have to receive a negative test result before they can join group events
- CRCC Asia will work closely with our accommodation providers to ensure participants can safely isolate without causing risk to other participants or guests