



University of the Philippines
LOS BAÑOS

**OFFICE OF THE VICE CHANCELLOR
FOR STUDENT AFFAIRS**

OFFICE OF STUDENT HOUSING

INTERIM GUIDELINES FOR OSH RESIDENCE HALLS IN THE NEW NORMAL¹

I, _____ of _____ for the
(Surname, Given Name, Middle Initial) (Complete Address)
privilege granted to me by the University to reside at the _____ Residence Hall, do hereby declare that I have read and understood the **Interim Guidelines for OSH Residence Halls in the New Normal**, and agree to follow the residence hall rules, regulations, protocols, or injunctions promulgated verbally or in writing by the OSH authorities to the best of my knowledge and discretion.

I. NATURE AND PURPOSE

The University and its duly-designated residence hall management have the authority to formulate and implement rules and regulations for its residence halls that will help ensure the peace, safety, and well-being of all its residents. We are now living in the "new normal," which necessitates adjustments in our knowledge, attitudes, and behaviors, including our understanding of social interaction and shared and communal living. The current global pandemic requires the revision of the Residence Hall Agreement to help keep all dorm residents safe from the coronavirus and to prevent them from becoming spreaders of the disease, emphasizing the utmost importance of cleanliness, sanitation, safety, and everyone's responsibility to protect each other from COVID-19. The existing Residence Hall Agreement (2013) was modified to align with the COVID-19 guidelines and protocols issued by the University, the Los Baños Local Government Unit (LGU), and the National Government. Measures may be adjusted or amended from time to time based on the updates from concerned units; nonetheless, all residents are expected to adopt all regulations, health protocols and safety measures issued by the dorm management **at all times**.

¹ Transients are not covered in this document.

II. GENERAL PROVISIONS

1. These interim guidelines in the new normal apply to all accepted residents in the UPLB OSH dormitories and is applicable for the duration: _____ (dates).
2. As such, residents who qualify and still desire to stay in the residence hall in succeeding term/s should renew the said interim guidelines or otherwise be advised to leave the hall once or before the current term ends.
3. Residents may be required to vacate their rooms when repainting, repair, general cleaning, disinfection, or maintenance is to be undertaken.
4. Residents should communicate to the dormitory management prior to check-in their planned duration of stay inside the dormitory in order for the statement of account to be prepared and issued.
5. Payment of dormitory fees:
 - 5.1. Must be paid in full upon check-in for those staying 4 weeks or less.
 - 5.2. For those staying more than 4 weeks, they have the following options:
 - 5.2.1. To pay in full upon check-in; or
 - 5.2.2. To pay monthly on or before the 15th day of the month, but 1st monthly payment must be paid prior or upon check in. For those staying more than 2 months, the reservation deposit must be paid on top of the 1st monthly payment. This deposit will then be deducted from the resident's last statement of account.
6. Once checked-in, reservation is considered final, and no refund shall be given for checking-out early.
7. Residents must maximize online channels for payment of fees (i.e., bank transfer or Landbank e-payment portal) and communication channels, including the official Office of Student Housing and residence halls emails, dorm Facebook group chat, and OSH Facebook Page.
8. The following shall be grounds for non-renewal and/or immediate expulsion from the residence hall by the dormitory head. They may also be subject to disciplinary action for any of the following acts:
 - 8.1. Failure to pay monthly rentals for at least two (2) consecutive months without prior written notification to the dorm management about incapability of paying fees.
 - 8.2. Destruction of any part of the residence hall property thereof to include:
 - 5.2.1. Removal of equipment, furnishings and/or any dormitory property without permission of the residence head.
 - 5.2.2. Tampering with electrical outlets or use of illegal electrical connections, including but not limited to Wi-Fi routers, boosters, steamers, and irons.

- 5.2.3 Willful breaking or vandalizing of any part and/or furnishings of the residence halls.
- 8.3. Keeping of inflammable materials inside the building.
- 8.4. Bringing in non-residents to enter and/or sleep in the room of the residents without permission from the residence head.
- 8.5. Cooking outside of the designated areas in the dormitory.
- 8.6. Moving, hiding, using and or stealing of property other than one's own, without proof of consent of the owner.
- 8.7. Carrying of firearms and other deadly weapons within the residence halls.
- 8.8. Drinking of alcoholic beverages in the hall or coming in drunk.
- 8.9. Smoking cigarettes or vaping within the residence hall.
- 8.10. Gambling within the residence hall.
- 8.11. Possession of prohibited drugs or chemicals.
- 8.12. Misbehavior such as fighting, insubordination and gross and deliberate discourtesy.
- 8.13. Lack of due respect and consideration for the hall staff and one's co-residents.
- 8.14. Frequent infraction of one of the following rules:
- 8.14.1 Silence during appointed hours [10:00 p.m. to 6:00 a.m.]
 - 8.14.2. Signing in/out of the residence halls
 - 8.14.3. Observance of curfew hour [9:00 p.m.] on time
 - 8.14.4. Strict observance of all health and safety protocols issued by the Office of Student Housing², the University, or the LGU.
- 8.15. Any other form of dishonesty and misconduct.
9. When I sign this agreement, I am expected to stay nightly in the residence hall for the entire period indicated in the agreement. If I am unable to return to the dormitory before curfew hours without prior permission from the dorm management, upon my return, I may be expected to undergo 3 days of observation period in a quarantine area or as advised by the University, and may also be subjected to campus re-entry protocols on a case-to-case basis. I also understand that failure to present myself

² See ANNEX A for Specific Protocols and Guidelines for UPLB Student Housing Residents

during the regular residential monitoring system may entail being subjected to disciplinary actions and losing my privilege of staying at the dormitory.

10. I understand that it is my duty to keep my contact details on record updated. Any and all notices sent to me or to my guardians via the contact details on record shall be deemed as constructively received by me or my guardians.

11. Upon signing this document, I agree that all of my unclaimed belongings will be automatically stored in the designated storage room a month after my contract has ended if I failed to vacate the room. A notice shall be sent via e-mail/SMS using the contact details indicated in my record. My unclaimed belongings shall be deposited in the designated storage room for safekeeping purposes. I shall hold the dorm management free from any liability from any damage or loss of property due to my failure to vacate the room upon notice. If I fail to claim these items within six months from notice, the dorm management may then dispose of the items as they deem necessary.

III. NORMS OF CONDUCT AND RESPONSIBILITIES OF RESIDENTS

1. I will respect the peace of my co-residents and observe proper decorum at all times within the residence hall.

2. I will cooperate with the residence hall management in maintaining the safety, cleanliness, peace, and orderliness of the halls and help in making them an ideal place to live in.

3. I will be held liable for any damage done to the facilities or furnishings issued to me or to the hall.

4. I will not bring or possess firearms, deadly weapons, gambling devices and any pornographic material as they are strictly prohibited in the residence hall.

5. I will cooperate in the adoption of measures to prevent fire, accident, and theft. I will also voluntarily participate in drills and training sessions organized by the university, e.g. earthquake, fire, human traffic system, crowd management, etc.

6. I will secure a permit and pay for appliances that I will use personally. Unauthorized use of gadgets, appliances, and other items not permitted in the residence hall shall mean outright confiscation of the said items.

7. I will adjust my cell phone, laptop, radio, television set, musical instruments and other gadgets at a volume level that will not disturb or inconvenience the other residents at any time.

8. I will not bring in or invite non-residents of the residence hall to the dormitory and its perimeters, unless with prior permission from the management.

9. I will claim deliveries at designated receiving and pick-up areas.

10. I will never cook, heat, or steam food and water in my room or any part of the hall except in designated areas.
11. I will not transfer to or linger in a room other than mine without prior permission from the residence head.
12. I will never do my laundry in the bathrooms as it is prohibited except for undergarments. I will do my laundry at the designated washing areas and follow assigned schedules and specific safety and health protocols for use of the laundry area.
13. I will never keep or tend to any kind or type of pets or animals in the residence hall. I shall hold the dorm management free from any liability from any damage or injury if I violate this rule by bringing in, keeping, or tending to pets or animals within the residence hall premises without the approval of the dormitory management.
14. I will be courteous in communicating with the other residents and staff of the Office of Student Housing and other UPLB offices including the security officers, housekeeping crew, grounds crew, and skilled workers.

IV. OBLIGATIONS IN LIGHT OF COVID-19 PANDEMIC

1. I will protect myself, my co-residents, and all the members of the UPLB community from COVID-19 by being a responsible and conscientious dorm resident. This includes keeping proper hygiene, following all the minimum health standards, and helping in the implementation and monitoring of all safety protocols and guidelines while inside the campus and in the Los Baños community.
2. I will strictly observe the following residential protocols to avoid contracting the Coronavirus (COVID-19) and to help prevent its spread:
 - 2.1. Religiously and truthfully accomplishing the Online Health Monitoring System (OHMS) before leaving the housing facility. In the absence of the OHMS, I will instead accomplish the Daily Health Monitoring System.
 - 2.2 Signing in and out of the residence halls through the dormitory's sign in/sign out mechanism (through paper-pen or biometrics, whichever is available), and honestly informing the dorm management:
 - 2.2.1. For sign out: my time of departure and destination.
 - 2.2.2. For sign in: my time of arrival and all the places where I went to.
 - 2.3. Subjecting to temperature check before entering the residence hall or when deemed necessary (e.g. when the resident feels/seems ill, etc.). As part of the entrance health check, persons with a body temperature of 37.8^o Celsius or more shall be asked to rest at the holding area for five minutes before their temperature is re-checked. Persons displaying any symptoms of COVID-19 shall be

immediately referred to the doctor. Symptomatic residents will be asked to stay in the designated isolation area until emergency response arrives to ferry the student to the hospital.

2.4. Practicing proper disinfection/sanitation in designated disinfection/sanitation areas before entering dorm premises.

2.5. Properly wearing personal safety protection such as face mask, especially in public places and common areas (hallways, study area, computer room, pick-up/drop-off area, laundry area, kitchen (unless in the during time of eating or drinking), etc.)

2.6 Maintaining physical distancing of six feet at all times, even inside the room and in the common restroom.

2.7. Avoiding crowded places as much as possible.

2.8. Using my own pen for signing any documents and completing checklists.

2.9. Bringing my personal hygiene kit, including:

2.9.1. Ethyl or Isopropyl alcohol (70%) or hand sanitizer

2.9.2. Cleansing wipes/tissue paper/hand towel

2.9.3. Extra face mask and face shield

2.9.4. Hand soap

3. I will immediately report to the dorm management if I feel any symptoms of COVID-19, or have been in close contact with any suspected or confirmed COVID-19 case. Per UHS: Close contacts are individuals (1) whose exposure to a confirmed COVID-19 case happened two days before, or within 14 days from the onset of symptoms; (2) with physical contact:

[a] direct;

[b] less than 1-meter distance;

[c] more than 15 minutes with or without a mask; and

[d] with direct care of a COVID-19 case.

4. I will immediately report to the dorm management if any symptoms are exhibited by a co-resident or dorm staff.

5. I will willingly abide by the quarantine/isolation protocols set by the University Health Service (UHS) / University if I display any symptoms of COVID-19, have been identified as a close contact, have undergone another swab test during my stay in the residence hall, or have received advice from UHS/ Municipal Epidemiology and Surveillance Unit (MESU). I also understand that in cognizance of the limited capacity of the Office of the Vice Chancellor for Student Affairs and the University, I will be held responsible to defray any of the expenses I incurred related to my isolation or quarantine, such as: (1) hospitalization, (2) medical and testing fees, (3) transportation, (4) accommodation, (5) food and water, (6) laundry, and/or (6) essential supplies.

6. I will keep a quarantine kit ready at all times. The kit should include essentials and supplies good for 7 to 14 days, including:

- a. Personal ethyl/ isopropyl alcohol (70%) or hand sanitizer;
- b. Food/snacks and water
- c. Medicine
- d. Money/cash
- e. Clothes
- f. Other essentials

7. I will stay in the housing facility for the whole semester and will only go outside to access essential goods and services (e.g., grocery shopping, eating or buying food, attending medical appointments, etc.) and to access University facilities if and only if student access to such has already been authorized by the University and CHED-IATF. In case I have to leave the housing facility, I will properly inform my dorm manager.

7.1. Occasional visits to the convenience stores, shops, banks, restaurants, market and gym are allowed but should not take more than three (3) hours for Alert Level 4 and Level 5 classification of the LGU. For such visits during Alert Level 4 and 5, residents need to submit a written request online to the dorm management at least one day prior. For weekend visits, requests must be submitted by 3:00 PM Friday, at the latest. Under Alert Level 1, 2 and 3 classifications, visits to these establishments are allowed but students are highly recommended to be mindful and to be responsible for their own safety when visiting these establishments.

7.2. Visits to a medical facility to undergo a medical procedure (e.g. dental, hospital lab works, check-up) are allowed. For such visits, residents need to submit a written request online to the dorm management during office hours at least one day before the visit. For weekend visits, requests should be submitted by 3:00 PM Friday, at the latest. A 3-day quarantine period upon re-entry to the dorm may be required for student not yet fully vaccinated; no quarantine is required for fully vaccinated students unless experiencing symptoms.

8. Under Alert Level 4 and 5, I will refrain from returning to my hometown and/or from staying overnight in another place until the agreement is terminated; otherwise, I will submit the same requirements and undergo the same quarantine procedure and protocols upon my return to the campus, which may include a 3-day observation period in a separate area (for non-fully vaccinated individuals). Residents who will go home or take a trip outside Los Baños for extended hours/days need to submit a written request via email during office hours at least one day prior to departure. Residents who will make a trip during the weekends should submit a request via email by 3:00 PM Friday. Academic-related trips should be authorized by the University through the Chancellor, as endorsed by the thesis adviser/ faculty-in-charge, Department Chair, and the Dean.

Under Alert Level 1, 2, and 3, I am allowed to return to my hometown and/or from staying overnight in another place provided that the Alert Level in those places are also within 1, 2, and 3. Trips during

weekends are also allowed but only to places that are under Alert Level 1, 2, and 3 only. I am required to inform the dorm manager whenever I have to do these things.

9. I will avoid engaging in high-risk activities during my travels. Should this be unavoidable, I will truthfully declare the activity and abide by the provision of the OC Memo No. 045 s. 2021 on Guidelines Governing the Return to Campus from Travel and from Work-From-Home Arrangements.

10. I will avoid joining any org activities that could potentially expose me or others to the Coronavirus. If participation in such activities is unavoidable during Alert Level 4 and 5, residents must submit a written request to the dorm management during office hours at least one day prior to departure.

11. I will recognize the authority of the dorm management to disallow residents from leaving the residence halls if the travel is not sanctioned by the University, does not meet the criteria to be considered essential, and/or may pose a threat to the safety and health of the resident.

12. I will cooperate with the resident monitoring system conducted by the dorm management to check whether or not all residents are inside the residence hall. The dorm management will also closely monitor all CCTVs to ensure that all safety and health protocols are being observed in common areas and to guard against security breaches.

13. I will join our dormitory's online group and will keep constant communication with the dorm staff and student officers to get updates and other announcements from pertinent offices, including the dorm management, Office of Student Housing, Office of the Vice Chancellor for Student Affairs, the University Health Service, the University, and the Local Government Unit.

14. I will be responsible for keeping my personal space, room, and assigned toilet and bath cubicles clean and orderly. I am expected to disinfect common use items, especially doorknobs, tables, seats, etc.

15. I will help in keeping myself, my co-residents, and the dormitory staff properly informed about COVID-19. I will refrain from causing myself or anyone unnecessary panic and anxiety by always fact-checking, by sharing official announcements, news or updates from the University or the government, and by avoiding the spread of rumors and "fake news."

16. I will respect the privacy of my co-residents and will refrain from disclosing the identity of any suspected, probable, or confirmed case of COVID-19.

V. OTHER OBLIGATIONS

1. I will recognize the right of the residence hall authorities to inspect my room and locker when circumstances warrant it.

2. I will clean or dispose and segregate my garbage properly and bring it out at the specified schedule of collection (including the kitchen).

3. I will recognize the authority of the residence head to inspect the luggage of incoming and outgoing residents and transients should circumstances warrant it.
4. I will refrain from leaving any belongings inside the room or locker before I leave for the semestral or holiday break. However, a designated place for storage will be made available for a fee.
5. I will settle all my financial obligations before I check-out of the residence hall. If I am unable to, I will submit a promissory letter indicating my reason for being unable to pay on time and my expected date of payment. Otherwise, I will not be allowed to reserve in the dormitory and to enroll in the succeeding semester or midyear. Those who will fail to settle their financial obligations will not be issued clearance by the Office of Student Housing when requested.
6. I will regularly keep my parents and/or guardians informed about my health and condition during my stay on campus.
7. I will cooperate and strictly abide by the rules, regulations, guidelines, and protocols set by the Office of Student Housing, the University, and the government to protect my health, safety, and well-being, as well as those of my co-residents, dormitory staff, and all members of UPLB and the Los Baños community.
8. I will cooperate with the dormitory management, the University, and/or the Local Government Unit should there be investigations conducted related to contact tracing and transmission of infection among my co-dormers. I understand that should the investigation point to a breach of protocols; this shall be grounds for disciplinary actions and/or expulsion from the dormitory among erring residents.
9. Lastly, I promise that my stay in this dormitory will be fruitful and of good influence to others.

Signed this _____ of _____ 2021.
(day) (month)

Name & Signature of Resident

Name & Signature of Parent/Guardian
(for undergraduate students only)

WITNESSED BY:

Residence Head

ANNEX A

Office of Student Housing

Specific Protocols and Guidelines for UPLB Student Housing Residents

<p>General Protocols and Guidelines</p>	<ol style="list-style-type: none">1. Regularly practice personal protective measures:<ol style="list-style-type: none">a. Hand hygiene and regular hand washing for at least twenty secondsb. wearing of face masks in shared spacesc. maintaining physical distancing (at least 6 feet)d. avoiding crowded places2. Minimize use of communal and shared spaces in the dormitory (i.e., lobby, hallway, kitchen, laundry room, study area, etc.).3. Refrain from sharing items, including drinking glasses, cups, eating utensils. Residents are also advised to minimize sharing of equipment, such as kitchen appliances and food preparation tools (e.g. knives).4. Avoid all public or non-essential group activities and events.5. Residents are strongly encouraged to stay inside their respective rooms and are expected to go outside the dormitory premises only when necessary and with proper communication to the dormitory management. Students attending classes in remote learning set-up should stay inside their rooms or use the study areas in limited capacity.6. Self-monitor your health. On-campus residents who are not feeling well or have been in close contact with a confirmed COVID-19 case should immediately inform the dorm management and proceed to the isolation room.7. Keep personal track of your daily activities and the people you often interact with.8. Residents and authorized guests have a duty to be honest in accomplishing all forms and other documents related to COVID-19 prevention and mitigation, including the UPLB Daily Health
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	<p>Monitoring Form /OHMS, and the logbook for signing in/out of the residence hall.</p> <ol style="list-style-type: none"> 9. Residents should be willing to allow security personnel to check their OHMS Building Pass, scan their LB LAB ID QR Code, and perform regular temperature checks. 10. Cooperate with the dorm management and the University in implementing all safety protocols and guidelines, especially: <ol style="list-style-type: none"> a. community quarantine guidelines and protocols, b. quarantine/isolation/observation protocols, and c. closure protocols. 11. All residents should always be ready with a quarantine kit that can sustain them for 14 days. The kit should include: <ol style="list-style-type: none"> a. Personal ethyl/isopropyl alcohol (70%) or hand sanitizer b. Clothes c. Food and water d. Medicine e. Money f. Other essentials 12. Residents should help in keeping all co-residents and staff informed about COVID-19. Share only credible news and updates. 13. Keep constant communication with co-residents and dorm management by maximizing online communication channels. 14. Dispose of your garbage and other wastes properly. All residents are responsible to segregate their wastes inside their respective rooms. Garbage collection will be scheduled on a regular basis. Contactless garbage collection will be enforced. Residents must leave their garbage, which has already been segregated, tied and labelled properly, outside their rooms on the scheduled day of collection. 15. Maintain physical and psychological fitness.
<p>Entering and Exiting the Residence Hall</p>	<ol style="list-style-type: none"> 1. All residents are required to accomplish the Daily Health Monitoring Form/OHMS. 2. Before entering the residence hall, residents will be required to sign-in, stating the time of their entry and place/s where they went

	<p>to. They are also required to log their temperature based on the temperature check to be performed by the authorized personnel).</p> <ol style="list-style-type: none"> 3. Before leaving the residence hall, residents will be required to sign-out, stating the time of their exit and their destination/s. 4. Residents are required to wear a face mask before leaving and entering the residence hall. 5. In case there is a queue for sign-in or sign-out, physical distancing should be maintained while residents await their turn. 6. Residents should wash or sanitize their hands before entering the residence hall.
<p>Inside the Bedroom</p>	<ol style="list-style-type: none"> 1. Residents should still maintain physical distancing inside their bedroom. 2. Wearing of face mask is still encouraged. 3. Using shared items is highly discouraged. 4. When there is an occupant inside the room, outdoor air ventilation should be maximized by opening the door and windows, except when there are security, safety, and privacy issues that demand otherwise. 5. Fans must be positioned securely and carefully facing the windows or door to encourage air flow and increase the effectiveness of open windows. 6. Regularly disinfect commonly shared items and spaces (doorknobs, switches, tables, stools, door handles, floor, etc.) 7. Dispose of garbage properly and maintain cleanliness at all times 8. Entering and most especially staying or sleeping in a bedroom other than one's own is strictly prohibited. 9. When not in use, all appliances should be unplugged. 10. Valuables should never be left unattended. Place them inside a locked cabinet before leaving.
<p>When Using Shared Bathroom/Toilet</p>	<ol style="list-style-type: none"> 1. Shared bathrooms and toilets will be limited to a certain number of users at a given time. Once the bathroom has reached its maximum capacity, other residents should wait in line outside while keeping

	<p>physical distancing. Users outside must yield for those who will be exiting the bathroom.</p> <ol style="list-style-type: none"> 2. Toilet and shower cubicles will be assigned to each room number. Residents are required to clean the cubicles assigned to them, which includes removing fallen hair to avoid blocking the drainage, disposing of garbage, and tidying the cubicle immediately after use. Random inspections will be done by the dorm management to check the cleanliness of the toilet and bath cubicles. Household attendants and housekeeping staff will oversee the cleanliness of the shared toilet. 3. Residents who will be using the shared bathroom or toilet must still wear a face mask and maintain physical distancing, except inside the bath cubicle. 4. Users should follow floor guides when entering or exiting the bathroom. 5. Turn off the faucet and shower properly after use. 6. Wear slippers when you are using the bathroom. Dry yourself with a towel before going out of the bathroom to avoid drips that could cause accidents.
<p>When using Other Shared and Communal Spaces (hallways, study room, kitchen, pantry, laundry area, corridor)</p>	<ol style="list-style-type: none"> 1. All communal spaces will be limited to a certain number of users at a given time. 2. Users are responsible to maintain the cleanliness of these spaces. As a general rule, commonly used items should be washed or disinfected before and after use. 3. Those who will use the study room, kitchen, or laundry area need to ask permission first from the dorm management. 4. Students may be allowed to use the appliances/equipment in the pantry. Bringing of appliances are subject for approval depending on whether the total maximum allowable number has been reached. Rice cookers may be allowed so long as its use has been approved by the dorm management. To prevent any electrical issues when appliances are used simultaneously in the dorm facilities, all rice cookers must first be deposited at the dorm management office upon check in. Residents may claim them upon

	<p>approval by the dorm management on the condition that no other rice cooker is being used in the same building simultaneously.</p> <ol style="list-style-type: none"> 5. Appliances that are not allowed: <ol style="list-style-type: none"> a. Air fryer b. Induction stove or any other stove c. Microwave oven d. Blender e. Water heater/ Airpot f. Clothes Iron g. Any other heating appliances 6. Physical distancing must be maintained at all times. Everyone is required to follow guides and prescribed flow when using these spaces. 7. Users should wear face masks at all times. 8. Communal eating in shared spaces is strictly prohibited. 9. In the kitchen: <ol style="list-style-type: none"> a. Wash all utensils thoroughly before and after use. b. Use your own plate and kitchen utensils. c. Make sure your food is properly cooked before eating. 10. Sharing of food and other items in communal spaces is highly discouraged. 11. Garbage should be properly disposed of at the soonest possible time. 12. All windows and doors in these communal spaces should be kept open at all times while in use.
<p>Receiving Area and Delivery Pick-up Points</p>	<ol style="list-style-type: none"> 1. All residence halls will have a delivery pick-up point near the entrance of the building. 2. Safety and health protocols still apply in these areas, especially on maintaining physical distancing and wearing of face mask and face shields. 3. Guests will not be allowed inside the dormitory premises without prior permission from the dorm management. They will be allowed access only at the designated area in each residence hall, in which

	<p>the number of occupants will still be limited at a given time. Visits must be scheduled and properly coordinated with the dorm management. Residents/guests must submit a written request to the dorm management at least two days prior to the visit. Visiting hours will only be from 10AM to 3PM, Mondays to Sundays.</p> <ol style="list-style-type: none">4. Guests who will enter and exit the residence hall are also required to sign-in/sign-out and to be subject to temperature check by authorized personnel.5. Guests and residents must keep physical distancing and wear face mask and face shield at all times.6. Guests should follow university protocol on campus access per O.C. Memo No. 197.
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