

## Supply of Surgical Masks

Saturday, February 8, 2020 1:13 PM

Dear Members of HKUST,

In view of the latest development of the Novel Coronavirus outbreak in Hong Kong, the university's management has decided to implement procedures to provide disposable face mask to students and staff who need to be on campus starting from the week of 10 Feb 2020.

### Campus mask supply scheme

1. Staff members who have to provide essential services on campus during the "work at home period" will be issued a mask on a daily basis. Departments /units are requested to assess the quantities of masks needed and submit requests to respective Dean's Office, while non-academic offices should submit the requests to respective P/VP Office **on or before Feb 12, 2020 (Wed)**. CLS will coordinate the supply of masks and work with the Dean's Offices and P/VP Offices for mask dissemination.
2. Students are requested to stay away from campus if at all possible. Those who must be on campus will be issued a mask on a daily basis. Students must collect their mask in-person and present their student ID which is for validation only and no personal data will be captured. Hall residents can collect their masks at the student hall counter, while other students can collect outside the Security Office at the Atrium and LSKBB.
3. Considering the scarce supply of disposable mask in the community, a **limited quantity of masks** will be made available for **purchase by staff for personal use on a one-off, costrecovery basis**. Staff Association has agreed to help with the distribution, please visit <http://staff.ust.hk/SA-MaskOrder.pdf> for details and registration **on or before Feb 12, 2020 (Wed)**. While the mask supply is limited and may not be sufficient to satisfy all requests, it is the University's desire to help alleviate the impact of the virus outbreak in our campus community by this special arrangement.

### Important reminder about personal hygiene

Please be reminded that wearing mask is only a small part of a holistic approach to combat spreading of the coronavirus. Keeping up other good personal hygiene practices, especially hand hygiene, is crucial. For information on hygiene and preventive measures, please visit <https://www.chp.gov.hk/en/features/102465.html> for details.

Health, Safety and Environment Office