

## **COVID-19 Related Travel and Contact History Report Form**

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Dear Members of HKUST,

University management has already announced members who have relevant travel or contact history should notify their department or supervisor. With the global travel alert announced by the HKSAR Government that come into effect today, we are now introducing an online **COVID-19 Related Travel and Contact History Report Form** (please click [here](#)) to facilitate the required reporting.

University members must submit the travel and contact report when either they or a family member / co-inhabitant arrives in Hong Kong from abroad or the University member has been exposed to an individual or a close contact of an individual that is a confirmed Covid-19 case. The reporting requirement also applies to University members arriving from Taiwan or Macau, in case there is any relevant travel or contact history. Please also be aware that the travel and contact report covers the 14 days prior to the date of reporting, even if this covers a period before the effective date of the global travel restriction.

You will receive a confirmation email upon submission of this online Report Form. Please make sure you fill in a valid email address of your supervisor so that a confirmation email will also be sent to him/her. After submitting a report, if there is a need to report any new travel or contact information, please fill in the online Report Form again. The system allows multiple submissions.

Please email [safety@ust.hk](mailto:safety@ust.hk) for assistance and enquiries.

Thank you for your understanding and support during this difficult time.

Health Safety and Environment Office