



**KOLADAISI UNIVERSITY, IBADAN**  
**OFFICE OF THE REGISTRAR**  
**INTERNAL MEMORANDUM**

**From:** Registrar

**To:** All Members of Staff

**REF:**

**Date:** 20 March, 2020

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**MANAGEMENT OF CORONA VIRUS, COVID-19**

The University Management in line with directives from the World Health Organisation (WHO) and other Health related bodies, has advised that all members of staff are to adhere to the following recommendations:

- Personal Hygiene;
- Regular washing of hands with soap for between 20 secs/30 secs under a running water, most especially after interaction with other people;
- Maintain social-distance of at least three (3) meters from others;
- Cover your mouth and nose with tissue paper and dispose such properly;
- Keep away from large gathering of people e.g. Parties, Clubbing etc.;
- If you are not feeling well especially with fever, sore throat and high body temperature, please seek medical attention urgently.

The University on its part will make Sanitizers available and regular temperature checks at the gate and in offices of staff would be embarked on. All members of staff are expected to please cooperate with the Security Guards at the Gate.

Please note that the **closure** of the University affects **only the students**, while all members of staff are expected to be at their duty posts.

Management prays that we shall all be kept safe from the current ravaging virus.

Thank you.

**Omotayo O. Ikotun (Mrs)**  
**Registrar**