Coronavirus disease (COVID-19)  
Guidelines on Prevention and Preparedness (for students, faculty & staff)

The rapid spread of the new coronavirus (COVID-19) has sparked alarm worldwide. The World Health Organization (WHO) has declared this outbreak as a global public health emergency, and many countries are seeing a rise in confirmed cases. On the 8th March, Bangladesh also declared the presence of COVID-19. Although there are no reported cases of infection among BU students, faculty or staff, it is important for us to take proactive, preventive measures to keep ourselves and our communities safe.

1. Awareness of disease

What is the new coronavirus (COVID-19)?
COVID-19 is an infectious respiratory disease caused by the most recently discovered Coronavirus.

How does the virus spread?
The virus is transmitted through direct contact with respiratory droplets of an infected person (generated through coughing and sneezing), and touching surfaces contaminated with the droplets of the virus.

Who can be infected by the virus?
It is possible for people of any age to be infected with the virus, but so far there have been relatively few confirmed cases of COVID-19 reported among children. Complications are most common among older individuals and those with underlying medical conditions (e.g., diabetes, high blood pressure, heart diseases, lung diseases, cancer) and immunosuppression.

What is the incubation period for COVID-19?
Current estimates of the incubation period range from 0-14 days with median estimates of 5-6 days between infection and the onset of clinical symptoms of the diseases.

What are the SYMPTOMS?

<table>
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<tr>
<th>Common</th>
<th>• Fever (Body temperature greater than 100°F/38°C or more), dry cough</th>
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<tr>
<td>Sometimes</td>
<td>• Shortness of breathing, aches and pains, fatigue, headache, sore throat</td>
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<tr>
<td>Rare</td>
<td>• Runny or stuffy nose, diarrhea</td>
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What will you do if you have symptoms?

- If you have fever, dry cough, or other mild symptoms mentioned above, the best course of action is to stay home and not come to campus for school or work.
If you develop fever, cough and difficulty breathing, seek medical advice promptly by calling the hotline numbers of IEDCR (01401184551, 01401184554, 01401184555, 01401184556, 01401184559, 01401184560, 01401184563, 01401184568, 01927711784, 01927711785, 01937000011, 01937110011) and visit IEDCR website (https://www.iedcr.gov.bd/index.php/component/content/article/73-ncov-2019) for more information.

- Call in advance and inform your healthcare provider of any recent travel or contact with travelers
- Follow the advice given by your local public health authorities

2. How can you prevent spread and protect yourself?

The first thing you can do to prevent COVID-19 is to practice good personal hygiene. Take care of your health and protect others by doing the following:

**Good hand hygiene is the best defense**
- Frequently wash your hands with soap and running water for at least 20 seconds
- If your hands are not visibly dirty, frequently clean them by using alcohol-based hand rub or soap and water for at least 20 seconds
- Clean hands regularly, after using the bathroom and before eating
- Avoid unnecessary touching of eyes, nose and mouth
- Why hand washing? Because washing kills the virus on your hands and prevents the spread of COVID-19

**Maintain respiratory hygiene**
- Cover your mouth and nose with tissue or handkerchief when you cough or sneeze
- If tissue or handkerchief is unavailable, use your bent elbow to cover your mouth and nose (similar to dabbing)
- Dispose of the used tissue in a covered bin and wash/sanitize your hands immediately
- Maintain at least one meter (three feet) distance between yourself and anyone who is coughing or sneezing
- You can use your elbow to cover your mouth and nose if a person sneezes or coughs in front of you without protection
- Avoid spitting anywhere
- Why maintain respiratory hygiene? Because good respiratory hygiene prevents the spread of COVID-19

**Practice food safety**
- Wash your hands between handling raw meat and cooked food
- Sick animals and animals that have died of diseases should not be consumed
- Ensure meat products are cooked thoroughly
- Always drink boiled water and avoid drinking hand-made juices in shops and streets

**When to use mask**
- If you are healthy, please do not wear masks
- If you are healthy, you only need to wear a mask if you are taking care of a person with suspected infection
- Wear a mask if you are coughing or sneezing
- Risk of infection can actually increase when masks aren’t worn properly
- Masks are effective only when used in combination with frequent hand-cleaning with ethanol-based hand rub or soap and water
- If you wear a mask, use and dispose of it properly

Sources: World Health Organization (www.who.int); Institute of Epidemiology, Disease Control and Research (www.iedcr.gov.bd); and BRAC