

# REDUCE YOUR RISK OF CORONAVIRUS INFECTION

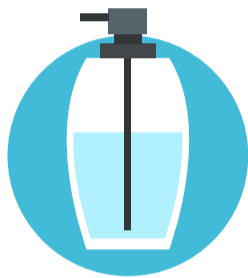
**UNIMY**

UNIVERSITY MALAYSIA  
OF COMPUTER SCIENCE  
& ENGINEERING

## CORONAVIRUS PREVENTION



WASH HANDS



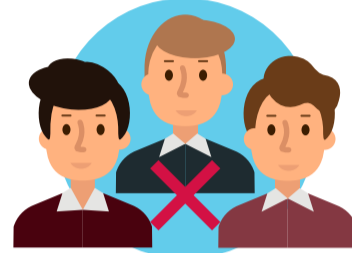
USE SOAP



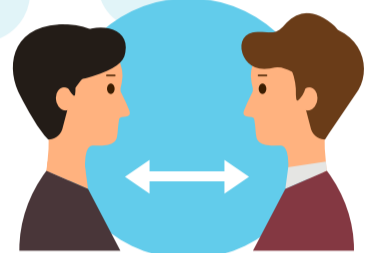
DON'T SHAKE



USE DISINFECTANT



AVOID CONTACT



KEEP DISTANCE

## VISITORS

- 1** Use the hand sanitizers placed at reception
- 2** Temperature check at reception
- 3** Registration and complete declaration forms

### VENDORS AND VISITORS

1. Vendors should be briefed of the COV-19 and all our policies and regulations that governs our businesses.
2. It is vital to control the ins and outs of not only the vendors, but all externals (community) as well. Deliveries, couriers, and postage services should not be allowed to enter the various office floors. All deliveries are to be processed at reception area.
3. Visitors - Registration at reception and complete declaration forms
4. Food Delivery at ground floor only.
5. The item delivered as well should be dealt with properly using disinfectants

### CLIENTS

1. Clients should be briefed of the COV-19 and all our policies and regulations that governs our businesses.
2. Encourage Tele-Conferencing and Remote customer access for all communication.
3. Postpone or cancel non-essential work-related travel.
4. Modify, postpone or cancel large work events.