



## GRADUATE STUDIES, RESEARCH AND INTERNATIONAL OFFICE FACULTY OF AGRICULTURE, UNIVERSITI PUTRA MALAYSIA

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### GUIDELINES FOR POSTGRADUATE STUDENTS ACTIVITIES

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In line with the announcement by the Ministry of Higher Education (MOHE) on 31<sup>st</sup> January 2021 regarding the permission of students to enter the campus for Second Semester, Session 2020/2021, Universiti Putra Malaysia (UPM) through the 686<sup>th</sup> Senate has decided to resume teaching and learning activities particularly for practical classes in laboratories and farms starting from 22<sup>nd</sup> March 2021.

Faculty of Agriculture will receive approximately a total of more than 300 postgraduate students that will be physically present in this coming semester consisting of students enrolling for:

**a) Degree without thesis (Coursework)**

- i) Master of Land Resource Management (Admission Cohort First Semester 2020/2021)
- ii) Master of Land Resource Management (Admission Cohort Second Semester 2020/2021)
- iii) Master of Plantation Management (Admission Cohort Second Semester 2020/2021)

**NOTE: Lectures & practical sessions for all new students enrolled to the programme are allowed to be conducted physically. Other than the above cohort all lectures & practical will be conducted through an online platform.**

**b) Degree with thesis (Coursework and Research)**

**Master of Science (MS) and Doctor of Philosophy (PhD)**

- i) Only postgraduate students that have obtained the approval by the Deputy Vice Chancellor (Student Affairs and Alumni) are allowed to enter the UPM campus.

**NOTE: (Students who are enrolled to a postgraduate course only) Teaching and learning sessions will be in hybrid mode. Practical sessions are allowed to be conducted physically. All lectures **MUST** be done online.**

As a measure to prevent the spread of Covid-19, all postgraduate students are required to abide to all the rules & regulations in Faculty of Agriculture.

### **BEFORE ENTERING THE FACULTY**

- 1) All students are required to fill in the Covid-19 Infection Risk Assessment Form (URL address: [ertcovid19.upm.edu.my](http://ertcovid19.upm.edu.my)).
- 2) Wearing a face mask is **COMPULSORY** and students are required to bring additional face masks to faculty should there is a need for mask change.
- 3) Students need to bring their personal hand sanitizer for personal use after practical classes in the laboratory or in the farm.
- 4) Before entering Faculty of Agriculture, all students must ensure that their health is in good condition with body temperature below 37.5°C.
- 5) Students with symptoms are not allowed to enter the faculty and must inform their respective supervisors immediately. Students with symptoms are advised to admit themselves to the University Health Center (PKU) for further check-up.

### **WHILE IN THE FACULTY**

- 1) Although wearing face mask is compulsory, students who are performing any farm practice activities are not allowed to wear them provided that there is a physical distancing between individuals of more than one (1) meter.
- 2) **All seminar rooms are reserved for postgraduate students learning and teaching activities.** Before entering, students need to monitor their body temperature using the provided temperature scanner & use their personal hand sanitizer before and after holding the door knob.
- 3) Students are reminded to **scan MySejahtera QR code** and scan UPM Covid-19 Tracking (Attendance Form) available in each department. Filling the form is very important for the university to contact students in the event of positive cases.
- 4) Students are required to use **route number one (1)** to enter the seminar room and **route number two (2)** as the exit route.
- 5) All students are reminded to maintain physical social distancing in the public areas. Students are also reminded to wash their hands regularly with soap and water.
- 6) All students are encouraged to use the stairs while visiting their respective departments. The elevator are only for those in need.

## **PERIOD OF STAY IN THE FACULTY FOR LEARNING SESSION**

- 1) Students are not allowed to be in the faculty for more than two (2) hours after the completion of the learning session in the laboratory or farm

## **OFFICE COUNTER BUSINESS**

- 1) Students are allowed to come to the Dean's office and the Department's General Office to send any documents by leaving the documents in the provided container.
- 2) Students are advised to notify the relevant officers to avoid any cases of missing documents.
- 3) Students are not allowed to enter the area of any office in the faculty (except with specific appointments). All transactions must be done at the counter only.

## **TEMPORARY MUSOLLA AT THE FACULTY OF AGRICULTURE**

- 1) Two rooms (male and female) in each department will be provided to be used as musolla. Students who wish to use the facility are required to bring their own prayer equipment and prayer mat.
- 2) Students are reminded to maintain the social distancing while using the space.

## **WHILE IN THE CAFETERIA**

- 1) Students are encouraged to pack their food and eat their meal in their respective residential colleges.
- 2) If it is necessary to eat in the cafeteria, students are reminded to follow all the relevant SOPs.
- 3) Students are advised not to place their face mask under the chin, on the forearms or on the ears while eating. Best is to store the face mask in the appropriate bag/container.
- 4) Make sure the personal hygiene before and after meals is taken care of.

All changes will be notified from time to time.

Thank you.

**Graduate Studies, Research and International Office**  
**Faculty of Agriculture**  
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