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Ref: OSHE 019/21

CIRCULAR 17

31 May 2021

NUS Staff

**COVID-19 VACCINATION PROGRAMME FOR STAFF**

Dear Colleagues

1. Since the start of the COVID-19 pandemic, we have been working tirelessly to keep NUS safe for our staff and students. This has instilled confidence in NUS, and enabled learning to continue amidst the COVID-19 pandemic. It would not have been possible without the good work and cooperation from everyone.
2. Singapore has commenced COVID-19 vaccination since the end of last year, with the plan to vaccinate the population progressively in the coming months. While COVID-19 vaccination is not mandatory, the government is strongly encouraging all Singaporeans to take up the vaccination when it is made available to them given that vaccination is one of the key enablers for Singapore to emerge from the pandemic.
3. Currently, all Singaporeans and long-term residents aged 40 and above are eligible for vaccination. If you have yet to register for vaccination, please do so at [www.vaccine.gov.sg](http://www.vaccine.gov.sg)
4. MOH and MOE have reviewed the overall COVID-19 vaccination plans for the population and will invite all NUS staff under the age of 40 for vaccination, to complement existing efforts to keep our educational institutions safe. By the end of this week, **you would have received your invitation to book your vaccination**. Full-time students in the Autonomous Universities will also be progressively invited for vaccination in June.

Registering for Vaccination via the National Appointment System

5. Please ensure your Singapore-registered mobile number is updated in CHRS by 4pm 1 June 2021 in order to receive the SMS invitation:
  - (a) Log into CHRS to ensure your mobile number is updated in our HR records. You can do so by following the steps in this [Quick Reference Guide \(page 8\)](#).
  - (b) If you have difficulties in doing so, please contact OHR shared services at [ohrsharedservices@nus.edu.sg](mailto:ohrsharedservices@nus.edu.sg).
6. You will receive a SMS invitation with a unique registration link to the National Appointment System (NAS) by the end of this week.
7. If you do not receive your SMS invitation by 5 June 2021, please let us know at [ohrbox5@nus.edu.sg](mailto:ohrbox5@nus.edu.sg).
8. Use the SMS invitation to book an appointment at any of the vaccination centres, 20 polyclinics, or Public Health Preparedness Clinics operating as vaccination sites. You are strongly encouraged to go into the system quickly to book a slot, and to choose

the earliest convenient slot for you. You will also be asked to submit a health declaration via the system.

9. We would like to strongly encourage you to sign up for vaccination if you are medically eligible. This is to protect your loved ones and our community.
10. Please click [here](#) for FAQs on COVID-19 Vaccination Support provided by the University. You can also refer to some useful resources below about this vaccination programme.
11. Everyone must comply with all safe management measures on our campuses and adopt good personal hygiene practices to reduce the risk of infection. See a doctor immediately if you have fever or flu-like symptoms. Please declare your temperature in uNivUS and inform your supervisor if you are given medical leave and/or have been administered any COVID-19 swab test.
12. Let us continue to stand together in fighting this pandemic, and keeping NUS, our community and our loved ones safe.
13. If you have further questions, please approach the management office of your faculty, school or department, or email [COVID-19@nus.edu.sg](mailto:COVID-19@nus.edu.sg).

Mr Kevin Chua  
Chief People Officer

Dr Peck Thian Guan  
Senior Director  
Office of Safety, Health and Environment

**Stay updated:**

- NUS circulars, FAQs, emergency contact numbers, as well as useful links on the COVID-19 situation are available at [emergency.nus.edu.sg](https://emergency.nus.edu.sg).
- The latest NUS-related news, research and commentaries on COVID-19 are available [here](#).
- Please refer to the [Ministry of Health](#) for the latest information on the COVID-19 situation in Singapore.

**Useful resources**

[Singapore's COVID-19 Vaccination Programme Brochure](#)

[FAQs on COVID-19 Vaccination for the Education sector](#)

[Appointment Booking Guide for the National Appointment System](#)