
Ref: OSHE 040/21

CIRCULAR 36

29 October 2021

NUS Staff and Students

COVID-19: FAST AND EASY TEST KIT VENDING MACHINES AND ADDITIONAL RESTRICTIONS FOR NON-COMPLIANCE

Dear Colleagues and Students

1. Vending machines for FET test kit

As shared in [Circular 34](#), the University requires all staff and students to conduct regular Fast And Easy Test (FET) for the safety of the NUS community and have a valid FET test result uploaded onto uNivUS before coming to campus. Staff and students are issued with FET test kits free of charge. These test kits are issued at five collection points across the campuses until 28 October 2021.

For greater convenience and easier accessibility to FET test kits, we have installed 13 vending machines dispensing FET test kits, across Kent Ridge Campus, Bukit Timah Campus (BTC) and Duke-NUS Medical School.

The locations of the vending machines ([Annex A](#)) are as follows:

- a. Central Forum – opposite Central Library main entrance
- b. Yusof Ishak House – Level 3, opposite OSA office
- c. Faculty of Science - LT 27 & LT 28 Foyer
- d. UTown ERC – at ERC roundabout (drop-off/pick-up point)
- e. UTown SRC – opposite the gym
- f. Duke-NUS – Level 1, left of staircase
- g. BTC – outside the canteen, next to Octobox unmanned convenience stall.

Instructions on how to operate the vending machines are at [Annex B](#).

The vending machines also allows purchase of the test kits using various cashless payment modes such as payWave, WeChat Pay and QR code payments (i.e. PayNow, PayLah, NETS QR, etc).

2. Uploading of FET test results onto uNivUS

For smoother and expedient upload of the photo of your test results, please follow the instructions below:

- a. Select the correct FET kit from the drop-down list. Incorrect selection of the FET kit will result in unsuccessful upload.
- b. Take the image of the cartridge facing the right way up with the brand logo on the top.

- c. Ensure the whole body of the cartridge is within the rectangular outline before tapping on the “Take Picture” icon.
- d. Review the picture before submitting and retake if the captured image is blurry, too dark or has shadows on it.
- e. Avoid taking a photo from a monitor screen as this might be construed as an attempt to circumvent the policy. Contact itcare@nus.edu.sg should there be a legitimate need to do so.

You are to use only the authorised test kits in the drop-down list in uNivUS.

3. NUSafe Red Pass and restriction of services for non-compliance

Since 4 October 2021, staff and students on campus would register a Red Pass when they DO NOT:

- have a valid FET uploaded into uNivUS or
- connect to WiFi on mobile or
- download TraceTogether app on mobile or
- turn on bluetooth on mobile.

To encourage compliance, additional restrictions will be introduced for individuals who are on campus but are:

- a. without a valid FET uploaded into uNivUS **or**
- b. without TraceTogether installed on their mobile phone

The **additional restrictions** are:

- a. Restriction of WiFi access for students:
 - Students will only be able to access key services on the uNivUS app such as ‘FET upload’, ‘New Health Declaration’, ‘Crowd Insight’ and ‘NUSafe’ functions.
 - WiFi access to the Internet and all other campus applications (including emails and LumiNUS) will be blocked for the day.
- b. Staff/Contractors will not be able to access their emails for the day.

The additional restrictions for students will be effective from 6 Dec 2021 (Mon), while the effective date for staff will be 8 Nov 2021 (Mon). These restrictions will be in place for the day, or until the conditions for service restoration are met (whichever earlier).

4. Service restoration

- a. Affected individuals must ensure that they meet the requirements for services to be restored.

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- b. It will take up to one hour for the services to be restored – from the time the affected individual uploads an FET result into uNivUS, and/or installs TraceTogether¹ on their mobile phone.
 - c. To complete the service restoration:
 - i. Students will need to disconnect and reconnect to NUS WiFi;
 - ii. Staff using Microsoft Outlook App on iOS, will need to add your email account to the App, and follow the usual steps for re-authentication. (Refer to [Annex C](#));
 - iii. All other staff can simply restart their email clients, or browsers to access their emails through the web.

5. Exemptions on FET uploads (applicable only to Additional Restrictions)

- a. The following groups will not require a valid FET upload, but only need to have TraceTogether installed on their mobile phones for the day that they are on campus.
 - i. Hostelites (both student & staff) currently on COVID-19 protocols as recorded in their Health Declarations:
 - a) IO – Isolation Order
 - b) P1 - unwell & ART positive
 - c) P2 - well & ART positive
 - d) P3 - HRW (Health Risk Warning)
 - ii. COVID-19 recovered individuals can submit the application for 3 months' exemption from the FET Self-Test Programme with the Discharge Order through the Faculty/Unit.
 - iii. Students/staff/contractors who have been previously exempted from FETs.

6. Other information

Additional restrictions apply to staff and students at all NUS campuses, with the following useful information to note:

- a. Staff, who are also registered as students, will have both their staff email accounts and student WiFi access restricted for the day;
- b. Staff with multiple accounts registered with uNivUS will not have access to all their email accounts for the day;
- c. Additional restrictions are not applicable to Kent Vale residents who do not come to campus.

¹ Affected individuals who have just installed TraceTogether, must restart uNivUS (log out then log in) for the system to register the update, where the service restoration time of 1 hour will start only after the last step.

If you have further questions, please check with the management office of your faculty, school or department, or email COVID-19@nus.edu.sg.

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.
- 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.

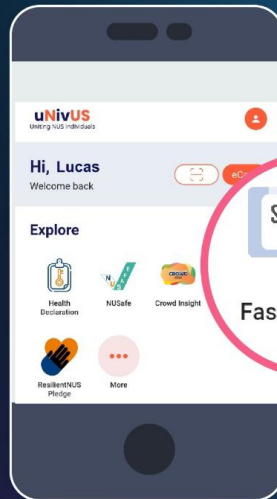
Annex A

Location of ART Test Kit Vending Machines

<p>Central Forum</p> <p>Opposite Central Library Main Entrance</p> 	<p>UTown – Education Resource Centre (ERC)</p> <p>ERC roundabout pick-up/ dropoff point</p> 
<p>Yusof Ishak House (YIH)</p> <p>Level 3, outside OSA office</p> 	<p>UTown - Stephen Riady Centre (SRC)</p> <p>Opposite the gym</p> 
<p>Faculty of Science</p> <p>LT 27 & LT 28 Foyer</p> 	<p>Duke-NUS</p> <p>Level 1, left of staircase</p> 
<p>Bukit Timah Campus (BTC)</p> <p>Outside Octobox unmanned convenience store</p> 	

Steps to generate QR code in uNivUS to collect self-test kit from vending machine

1



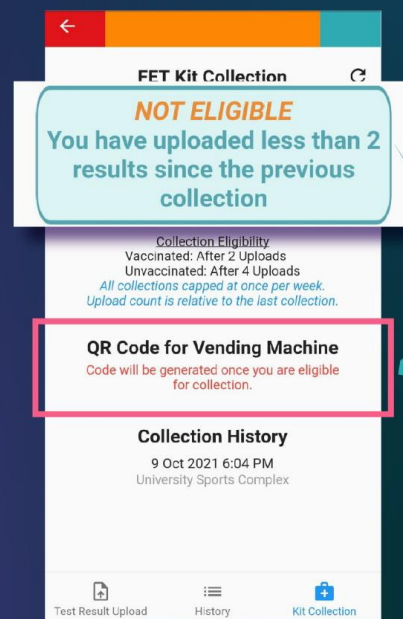
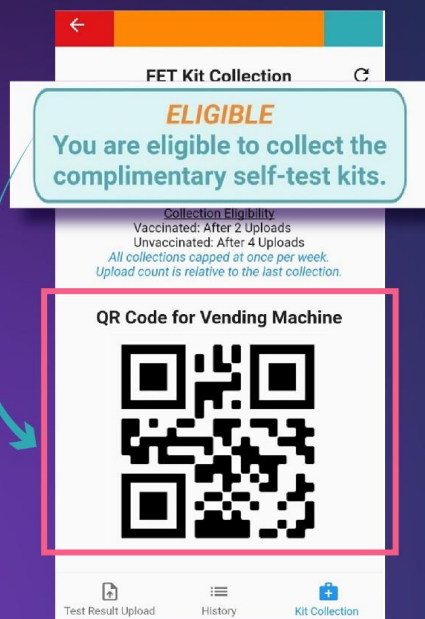
Fast and Easy Tests

2


Click on [Kit Collection]

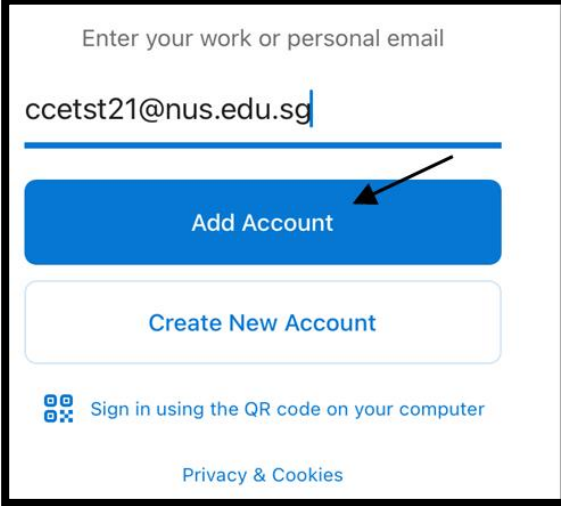
If you are eligible to collect, then the **QR code** will appear for you to scan at the vending machine.

If you are not eligible, then you **will not** see a QR code.



How to add your account in iOS - Microsoft Outlook App

1. Tap on the Outlook icon. 
2. Enter your full NUS email address and tap on **Add Account**.




Enter your work or personal email

ccetst21@nus.edu.sg

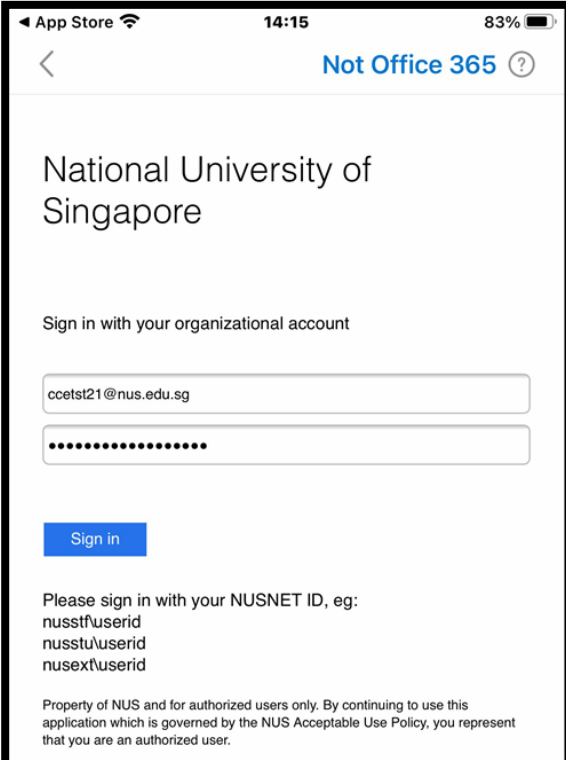
Add Account

Create New Account

 Sign in using the QR code on your computer

[Privacy & Cookies](#)

3. You will be greeted with the NUS login page. Please type in your password here and Click Sign in.



App Store 14:15 83%

< Not Office 365 ?

National University of Singapore

Sign in with your organizational account

ccetst21@nus.edu.sg

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Sign in

Please sign in with your NUSNET ID, eg:
nusstfuserid
nusstuuserid
nusextfuserid

Property of NUS and for authorized users only. By continuing to use this application which is governed by the NUS Acceptable Use Policy, you represent that you are an authorized user.

4. Your account setup is complete. Add another account if needed, otherwise, tap on Maybe Later.

