

12 July 2021

[Updated on 8 November 2021]

VACCINATE OR REGULAR TEST REGIME FOR PRIVATELY-FUNDED SCHOOLS

1. With effect from 1 October 2021, Privately-Funded schools (PFSs) ¹ (“Enterprises”) are required to implement the Vaccinate or Regular Test (“VoRT”) regime. Enterprises must comply with the mandatory requirements that are set out in this notice. For avoidance of doubt, the mandatory requirements are specified in the paragraphs below prefaced with the words ‘[Mandatory]’

Background

2. The purpose of the VoRT regime is to increase the vaccination rate among the selected sectors and to empower Enterprises to detect possible infections among unvaccinated persons, so as to keep their workplaces and community safe.
3. Under the VoRT regime, Enterprises are required to ensure that all their employees and persons who work under their direction (e.g. contractors and subcontractors), including those in non-public facing roles, are Fully Vaccinated (as defined in paragraph 9 below) or undergo regular testing if they are not. The VoRT regime will apply concurrently with any existing Fast and Easy Testing Rostered Routine Testing (“FET RRT”) regime that these persons are currently subject to (see paragraph 9 below for more details).
4. The VoRT regime and the mandatory requirements set out in this notice are imposed on Enterprises under the COVID-19 (Temporary Measures) (Control Order) Regulations 2020. Failure to comply with the requirements set out herein may result in prosecution and/or other enforcement action, including suspension/closure of operations. Checks will be conducted by enforcement teams to verify if Enterprises have complied with the mandatory requirements set out in this notice.

VoRT Requirements for Enterprises

5. **[Mandatory]** All Enterprises must ensure that all their employees² and persons who work under their direction or at their premises as follows (collectively, “Workers”) are (a) Fully Vaccinated (as defined in paragraph 9 below); **or** (b) undergo a COVID-19 Polymerase Chain Reaction Test (“PCR”) or COVID-19 Antigen Rapid Test (“ART”)³ twice a week (“VoRT Requirement”) and on separate days within that week:

- (1) Individuals teaching Physical Education (PE) or other sports-related activities in unmasked settings;

¹ The PFSes are Hwa Chong International School, Anglo-Chinese School (International) and St. Joseph’s Institution International High School.

² This includes both full and part time employees, as well as individuals who are contractors, subcontractors, employees of contractors and subcontractors who work at the workplace of the Enterprise.

³ The ART test **must** be carried out (1) by an approved test provider under the Infectious Diseases (Antigen Rapid Test Providers); or (2) via ESSS (refer to paragraphs 13 to 19 below). For avoidance of doubt, unsupervised self-swabs by Workers are not recognised.

- (2) Individuals teaching Music or Drama subjects who encounter students in unmasked settings at least once a week;
 - (3) All individuals that operate on-site Food & Beverage (e.g. canteen staff); and
 - (4) All cleaners hired directly by Enterprises or contract cleaning staff if they clean in a high-risk settings within the premises of the PFSs where individuals are unmasked (e.g. canteens and gyms).
- 5A. **[Updated as of 1 November 2021]** Enterprises with workers who fall within the scope of any other requirement under the Sports and/or Arts and Culture Sectors are not subject to the requirements set out in this notice for those workers.
6. Enterprises should guide their Workers who are not Fully Vaccinated to maintain a 3 to 4 day interval between their weekly tests (e.g. if a Worker's first test of the week is carried out on Monday, his or her second test of the week should be carried out on a Thursday or Friday).
 7. Enterprises whose Workers are subject to existing FET RRT regimes can recognise any ART undergone by those Workers under those regimes during a given week as counting towards the Enterprises' testing requirement for those Workers (if they are not Fully Vaccinated) under the VoRT Requirement for that same week. For example, if an Enterprise has a Worker who is not Fully Vaccinated that underwent an ART test as part of the FET RRT regime once during a week, the Enterprise is allowed to recognise that Worker's ART test as satisfying one of the twice weekly testing requirements for that Worker under the VoRT.
 8. For the purposes of the VoRT Requirement and this notice, a Worker is considered to be "**Fully Vaccinated**" for the periods set out in the third column of Table 1 below if he or she fulfils the relevant requirements for those periods as set out in the corresponding second columns.

Table 1: Fully Vaccinated

Category	Requirement(s)	Period
(1) Vaccinated with no prior history of COVID-19 infection	(a) Individual must not have had a history of COVID-19 infection; (b) Individual must have been vaccinated against a COVID-19 infection by the administration of the appropriate regimen of any approved vaccine ⁴ ; and (c) 14 days or more have elapsed after the day the individual was so vaccinated.	Starting 14 days after the day the individual was so vaccinated and ending 365 days later.
(2) Recovered from COVID-19 infection	(a) Individual must not have been vaccinated against COVID-19 infection; and	Starting the day the individual first tested positive for SARS-CoV-2

⁴ These are limited to: (1) Tozinameran (Pfizer-BioNTech COVID-19 vaccine or Comirnaty COVID-19 vaccine); (2) Moderna COVID-19 vaccine; (3) Vaxzevria (AstraZeneca COVID-19 vaccine); (4) Covishield COVID-19 vaccine; (5) Johnson & Johnson's (J&J) Janssen COVID-19 vaccine; (6) Sinopharm COVID-19 vaccine; (7) Sinovac-CoronaVac COVID-19 vaccine; or (8) any other vaccine regimen as approved by the Ministry of Health (MOH). Where the individual is vaccinated under (3) to (8), their vaccination records must have been ingested into MOH's national IT systems before they will be recognised. Please refer to the First Schedule of the Infectious Diseases (Mass Gathering Testing for Coronavirus Disease 2019) Regulations 2021 for the most updated information on the vaccination regimen and approved vaccines.

without prior vaccination	(b)	Individual must have recovered from COVID-19 infection.	via a PCR test and ending 270 days later.
	(a)	Individual must not have been vaccinated against COVID-19 infection;	Starting the day the individual first tested positive for SARS-CoV-2 upon via a PCR test for the second COVID-19 infection and ending 270 days later.
	(b)	Individual must have recovered from COVID-19 infection; and	
	(c)	Individual had a second COVID-19 infection and recovered from it.	
(3) Recovered from COVID-19 infection and subsequently vaccinated	(a)	Individual must have recovered from COVID-19 infection;	Starting 14 days after the day the individual was so vaccinated and ending 365 days later.
	(b)	Individual must have been vaccinated against a COVID-19 infection by the administration of one dose of any approved vaccine ⁵ ; and	
	(c)	14 days or more have elapsed after the day the individual was so vaccinated.	

9. **[Mandatory]** When verifying if a Worker is Fully Vaccinated, Enterprises shall:
 - (1) only recognise the proofs of vaccination as set out in **Annex A**; and
 - (2) regard Workers who decline or are unable to produce the proofs of vaccination as set out in **Annex A** as being **not** Fully Vaccinated for the purposes of the VoRT Requirement and this notice.
10. **[Mandatory]** If a Worker is not Fully Vaccinated and has undergone ART as part of the Enterprises' VoRT Requirement, Enterprises shall verify⁶ that Worker's ART test results.
11. Where the Worker has obtained an "AG+" test result, Enterprises are strongly recommended to guide the Worker to abide by the prevailing management postures for such cases that are set out on the Ministry of Health's ("MOH") s website at <https://www.moh.gov.sg/>.
12. To meet the twice weekly testing requirements for Workers that are not Fully Vaccinated under the VoRT Requirement, Enterprises should conduct **Employer-Supervised Self-Swab ("ESSS")** for their Workers. Details on how to conduct ESSS are set out in paragraphs 13 to 19 below.

Requirements for Enterprises that conduct ESSS

13. ESSS involves Workers using an ART kit and performing a swab on themselves under the supervision of a supervisor ("**Supervisor**"). The swabbing and supervision can be done either at the workplace or virtually using digital tools such as video conferencing.
14. **[Mandatory]** Enterprises conducting ESSS for their Workers shall:

⁵ Please refer to footnote 4.

⁶ Enterprises are required to inspect any physical test result slip, SMS or test kit evidencing the test result of the Worker. It would not be sufficient for Enterprises to rely on oral statements by Workers to fulfill this obligation.

- (1) appoint an adequate number of Supervisors to supervise every Worker whenever they carry out the swabs on themselves;
- (2) **[Updated as of 8 November 2021]** ensure that the Supervisor properly performs his supervisory role⁷;
- (3) ensure that Workers comply with the steps set out in paragraph 18 below and properly perform the swabs on themselves;
- (4) ensure that the test results obtained by Workers from ESSS are uploaded on the Swab Registration System (“**SRS**”) in accordance with the requirements set out under paragraph 19 below; and
- (5) ensure that the ART test kits used for ESSS are those that are set out on the Health Sciences Authority’s website at https://www.hsa.gov.sg/consumer-safety/articles/covid19_ARTselftests.

14A. **[Updated as of 1 November 2021]** Where Workers have obtained an “AG+” test result while conducting ESSS, Enterprises are recommended to strongly encourage them to abide by the prevailing management postures for such cases that are set out on MOH’s website at <https://www.moh.gov.sg/>.

Requirements for Supervisors

15. **[Updated as of 8 November 2021] [Mandatory]** If a Supervisor is above 50 years old, Enterprises must ensure that he or she is Fully Vaccinated against COVID-19⁸ (refer to paragraph 8 for the definition of Fully Vaccinated) before they can perform any supervisory role.
16. **[Updated as of 8 November 2021]** Enterprises that are conducting ESSS are advised to nominate at least two Workers per outlet to perform the role of the Supervisor.
17. **[Updated as of 8 November 2021]** *This paragraph is no longer applicable.*

Conduct of ESSS by Workers

18. **[Mandatory]** Enterprises are required to ensure that their Workers shall:
 - (1) be supervised⁹ by a Supervisor whenever they carry out ESSS;
 - (2) use new ART test kits whenever they carry out ESSS; and
 - (3) properly dispose of used ART test kits after they have carried out ESSS¹⁰.

⁷ This includes wearing adequate personal protective equipment and maintaining appropriate infection prevention control procedures while conducting supervision and being familiar with how ART kits are to be correctly used.

⁸ Enterprises can consider asking Supervisors to verify their vaccination status via TraceTogether.

⁹ This can be done in person or virtually.

¹⁰ Used test kits should be double-bagged and tied before disposing them in closed bins (e.g. pedal bins).

18A. **[Updated as of 8 November 2021]** Where Workers have obtained an “AG+” test result while conducting ESSS, Enterprises are recommended to strongly encourage them to abide by the prevailing management postures for such cases that are set out on MOH’s website at <https://www.moh.gov.sg/>.

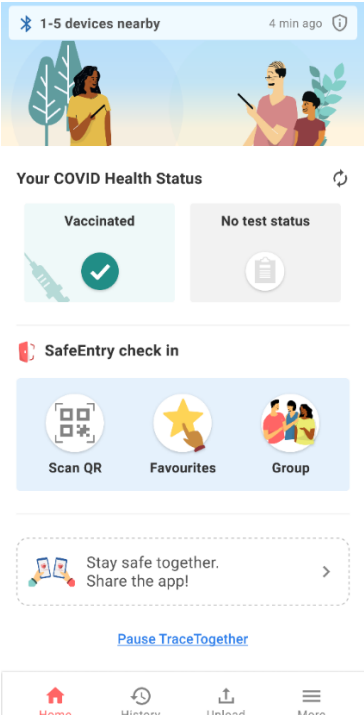
Uploading of Test Results onto the Swab Registration System (“SRS”)

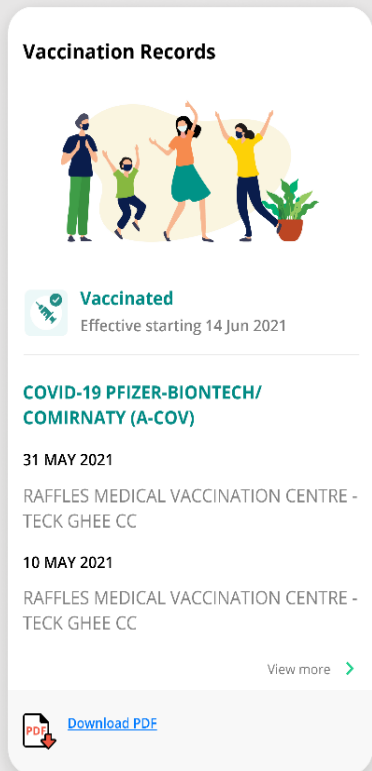
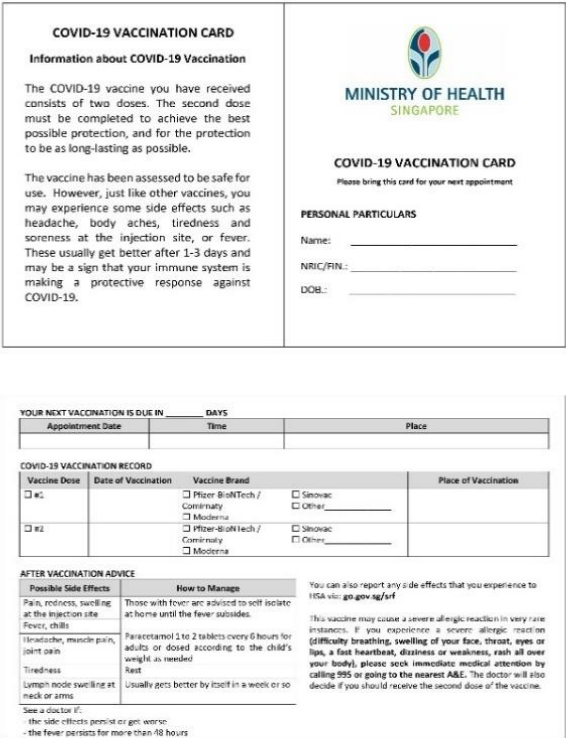
19. **[Mandatory]** Enterprises are required to upload the test results obtained by their Workers from ESSS onto SRS in accordance with the following:

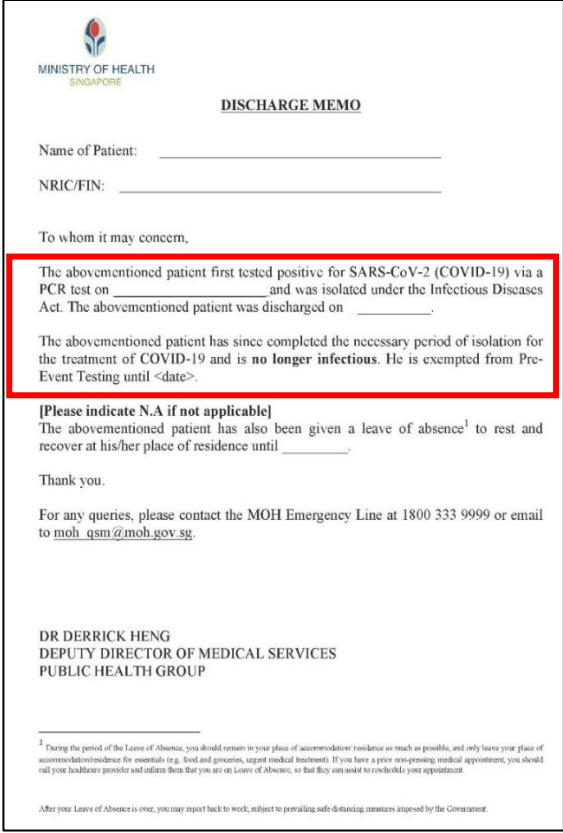
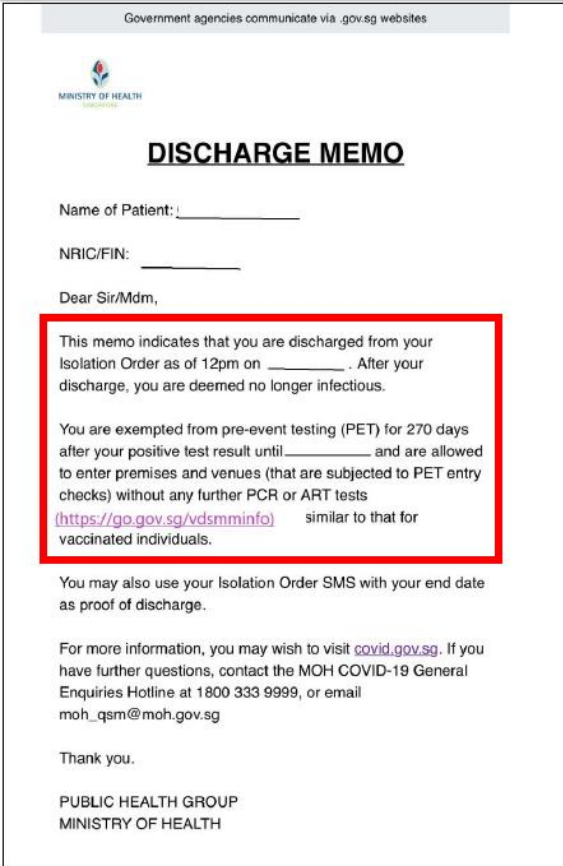
- (1) **[Updated as of 1 November 2021]** if the test result is “AG+”, Enterprises are to upload the test result of that Worker onto SRS **no later than 12 hours** after the ESSS for that specific Worker is completed;
- (2) if the test result is “AG-”, Enterprises are to upload the test result of that Worker **no later than 24 hours** after the ESSS for that specific Worker is completed; and
- (3) the requirements set out under paragraphs 4 to 6 of **Annex B**.

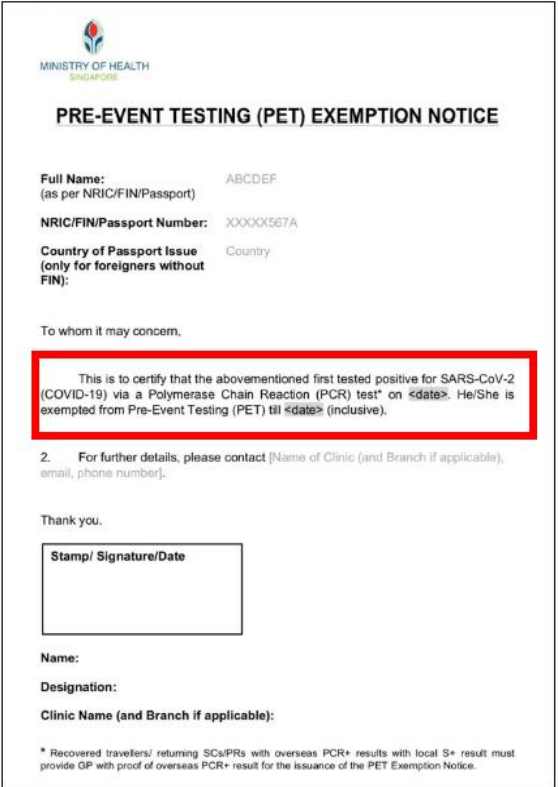
Recognised Proofs of Vaccination

Enterprises can establish how many workers are Fully Vaccinated by checking their vaccination status using the most updated methods as set out on <https://go.gov.sg/acceptabledocs> (refer to the “For fully vaccinated individuals” and “For individuals who have recovered from COVID-19” sections).

Category of Fully Vaccinated (see Paragraph 8)	Description	Reference Image(s)
(1) and (3)	<p><u>Vaccination Status on TraceTogether application</u></p> <p>Enterprises are to ensure that the 'Vaccinated' icon appears as shown in the picture on the right.</p> <p>Enterprises are to ensure it is not a screenshot by asking the individual to click on other icons or refresh button within the app.</p>	 <p>The screenshot shows the TraceTogether app interface. At the top, it displays '1-5 devices nearby' and '4 min ago'. Below this is an illustration of two people. The main section is titled 'Your COVID Health Status' and features two buttons: 'Vaccinated' (with a green checkmark and a syringe icon) and 'No test status' (with a grey document icon). Below this is a 'SafeEntry check in' section with three options: 'Scan QR', 'Favourites', and 'Group'. At the bottom, there is a 'Stay safe together. Share the app!' banner and a 'Pause TraceTogether' link. The bottom navigation bar includes 'Home', 'History', 'Upload', and 'More'.</p>

Category of Fully Vaccinated (see Paragraph 8)	Description	Reference Image(s)
(1) and (3)	<p><u>Vaccination Status on HealthHub application</u></p> <p>Enterprises are to ensure that the 'Vaccinated' icon as shown in the picture on the right.</p> <p>Enterprises are to ensure it is not a screenshot by asking the individual to click on other icons within the app.</p>	
(1) and (3)	<p><u>Physical Vaccination Card/Slip</u></p> <p>Enterprises are to only accept the original hardcopy card/slip.</p> <p>Enterprises are to ensure that the card/slip belongs to the individual by checking against the his/her Government-issued photo identification.</p> <p>Enterprises are to ensure that more than 2 weeks have passed since the final dose of the vaccine (e.g. if your final dose was on 1 July 2021 (Day 1), you would be considered to be fully vaccinated from 15 July 2021 (Day 15)).</p> <p><i>Note. Hard-copy and digital overseas vaccination certs are not recognised.</i></p>	

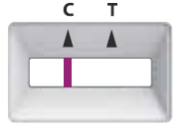
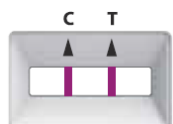

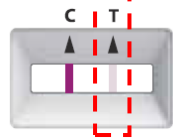

Category of Fully Vaccinated (see Paragraph 8)	Description	Reference Image(s)
(2)	<p><u>Discharge Memo</u></p> <p>Enterprises are to only accept the original hardcopy memo.</p> <p>Enterprises are to ensure that the memo belongs to the individual by checking against his/ her Government-issued photo identification.</p> <p>To ensure that the duration of the activity is within the 270 days exemption period calculated from the date of the 1st PCR test.</p> <p>Older versions of memo that do not indicate the exemption period or the date of the PCR positive test result will not be accepted.</p>	
(2)	<p><u>e-Discharge Memo</u></p> <p>The unique link to the e-Discharge Memo will be sent via SMS.</p> <p>Ensure it is not a screenshot by asking the individual to click on other links within the memo.</p> <p>Enterprises are to ensure that the duration of the activity is within the 270 days exemption period.</p>	

Category of Fully Vaccinated (see Paragraph 8)	Description	Reference Image(s)
(2)	<p><u>PET Exemption Notice</u></p> <p>Enterprises are to only accept the original hardcopy memo.</p> <p>Enterprises are to ensure that the memo belongs to the individual by checking against his/ her Government-issued photo identification.</p>	

ART Test Results and the Management of Workers after ESSS

1. ART test kits will return one of three possible test results:
 - (1) negative or “**AG-**”;
 - (2) positive or “**AG+**”; or
 - (3) invalid or “**AG Invalid**”.
2. Workers that obtain an “**AG Invalid**” test result are required to immediately undergo a follow-up ART until they obtain an “AG+” or “AG-“ test result.
3. If a Worker undergoes ART at a QTC, they will receive an SMS stating their test result within 1-2 hours. Alternatively, the test results of these Workers can also be found on their TraceTogether or HealthHub phone applications.
4. If a Worker undergoes ART as part of ESSS, Image 1 below illustrates how the different test results will be shown on the Abbott Panbio and SD Bio Sensor ART test kits (which are the ART test kits that is distributed to Enterprises). Please note that the lines on the test kit cassette will appear in 15 – 20 minutes (“**Checking Window**”) after the specimen buffer has been added to the test well. Enterprises shall only upload the test results that are shown on the test kit cassette during the Checking Window onto SRS.

Image 1: Test results on the Abbott Panbio and SD Bio Sensor ART test kit

Negative Test Result (‘AG-’)	Positive Test Result (‘AG+’)	Invalid Test Result (‘AG Invalid’)
 <p><u>Bold</u> marking at ‘C’ and <u>No</u> marking at ‘T’</p>	 <p><u>Bold</u> marking at ‘C’ and <u>Bold</u> marking at ‘T’</p>	 <p><u>No</u> marking at ‘C’ and <u>Bold</u> marking at ‘T’</p>
	 <p><u>Bold</u> marking at ‘C’ and <u>Faint</u> marking at ‘T’</p>	 <p><u>No</u> marking at ‘C’ and <u>No</u> marking at ‘T’</p>

5. If a Worker undergoes ART as part of ESSS and uses an ART test kit other than the SD Bio Sensor and Abbott Panbio ART test kit, Enterprises are to refer to the manufacturer’s

instructions on how to interpret the test results obtained by their Workers and only upload the test results that are obtained pursuant to these instructions onto SRS.

6. **[Updated as of 1 November 2021]** If the Enterprise had incorrectly submitted an “AG-/AG+” result for a Worker on SRS, Enterprises are to email to AskSRS@hpb.gov.sg with the information below:
 - a. NRIC
 - b. Name
 - c. Date of VoRT test affected by erroneous result
 - d. Company/ Employer for VoRT
 - e. Company/ Employer’s email address
 - f. Final result to be displayed (AG+ or AG-)

7. Enterprises are strongly recommended to guide Workers that obtain “AG+” test results from ESSS to abide by the prevailing management postures for such cases that are set out on MOH’s website at <https://www.moh.gov.sg/>.