

12 July 2021
[Updated on 31 December 2021]

Dear Privately-Funded Schools,

FAST AND EASY TESTING FOR THE PRIVATELY-FUNDED SCHOOLS

1. Since late-June 2021, the Fast and Easy Testing (“**FET**”) regime has been progressively rolled out for higher risk sectors, including for staff in Privately-Funded Schools (PFSs).

With effect from 2 August 2021 onwards, PFSs¹ (“Enterprises”) must comply with the mandatory requirements set out in this updated notice. For avoidance of doubt, the mandatory requirements are specified in the paragraphs below prefaced with the words ‘[Mandatory]’

Background

2. **[Updated as of 1 January 2022]** The purpose of the FET regime is to further reduce the risk of transmission of COVID-19 in settings with unmasked or unvaccinated clients or where services are performed under prolonged and close contact with clients. Under the FET regime, Enterprises are required to ensure that their employees (including part-time employees and persons who work under their direction (e.g. contractors and subcontractors) undergo regular FET using the COVID-19 Antigen Rapid Test (“**ART**”), regardless of their vaccination or recovery status². Self-employed persons working in these settings should also ensure that they adhere to the FET regime.
3. The FET 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 operations³. Checks will be conducted by enforcement teams to verify if Enterprises have complied with the mandatory requirements set out in this notice.

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

² **[Updated as of 1 January 2022]** All individuals, including those who (a) are fully vaccinated with an approved COVID-19 vaccine, (b) have recovered from a COVID-19 infection, or (c) are certified by a medical practitioner to be medically ineligible to be vaccinated against COVID-19, are required to comply with the FET Requirement. Only individuals who have fully recovered from a COVID-19 infection and are fully vaccinated would be exempted from the FET requirement. This includes persons who (a) recovered from a COVID-19 infection and subsequently receives at least one dose of COVID-19 vaccine (two doses if Sinovac or Sinopharm) that has been authorised under the Health Sciences Authority’s Pandemic Special Access Route or listed on the World Health Organisation’s Emergency Use Listing (WHO EUL) no earlier than 3 months after date of positive PCR, and (b) are fully vaccinated before being infected with COVID-19 and subsequently recovering from it. Persons who received one dose of COVID-19 vaccine before being infected would need to receive their 2nd dose (3rd dose if Sinovac or Sinopharm) to be exempted.

³ Enterprises are reminded to comply with the other requirements imposed under the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 and implement the Safe Management Measures (“**SMMs**”) as set out on the [COVID Gobusiness website](#). They are also reminded to comply with the relevant [SMMs](#) that have been set out by Ministry of Education (MOE), Sport Singapore (SportSG), the National Arts Council (NAC) and other relevant agencies.

FET Requirements for Enterprises

4. **[Updated as of 31 December 2021] [Mandatory]** All Enterprises must ensure that their employees⁴ and persons who work under their direction or at their premises in higher-risk settings as set out below (referred to as, “**Workers**” henceforth) undergo FET at least once every 7 days (the “**FET Requirement**”).
 - (1) Individuals teaching Physical Education (PE) or other sports-related activities in unmasked settings;
 - (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).
- 4A. 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.
5. **[Mandatory]** After their Workers undergo FET, Enterprises shall verify⁵ that Worker’s test results.
6. 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 Ministry of Health’s (“**MOH**”) website at <https://www.moh.gov.sg/>.
7. **[Updated as of 31 December 2021]** To meet the FET Requirement, Enterprises are to conduct **Employer-Supervised Self-Swab (“ESSS”)** for their Workers. Details on how to conduct ESSS are set out in paragraphs 8 to 13 below. The Government will subsidise the cost of ART test kits for ESSS until 31 March 2022. Workers who are required to undergo Pre-Event Testing (PET) under the Workforce Vaccination Measures from 1 January 2022 can use their PET result to fulfil the FET requirement.

Requirements for Enterprises conducting ESSS

8. 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 tools such as video conferencing.
9. **[Mandatory]** To satisfy the FET Requirement, Enterprises conducting ESSS for their Workers shall:

⁴ **[Updated as of 31 December 2021]** 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..

⁵ 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) ensure that the Supervisor properly performs his supervisory role⁶;
 - (3) ensure that Workers comply with the steps set out in paragraph 12 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 13 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.
- 9A. Where the 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/>. The follow-up ART under Protocol 2 does not need to be carried out under supervision and the results do not need to be uploaded to SRS. Enterprises are to use self-sourced ART test kits for the follow-up ART test and not those that have been supplied by the Government under the FET regime.

Requirements for Supervisors

10. **[Updated as of 31 December 2021] [Mandatory]** If a Supervisor is above 50-years-old, Enterprises must ensure that he or she is Fully Vaccinated against COVID-19 (i.e. they received two doses of the COVID-19 vaccination under Singapore’s national vaccination programme or any other vaccine regimen as approved by MOH⁷ and 14 days have passed from the time of the second dose⁸) before they can perform any supervisory role.
11. Enterprises that are conducting ESSS are advised to nominate at least two Workers per outlet to perform the role of the Supervisor.

Conduct of ESSS by Workers

12. **[Mandatory]** Enterprises are required to ensure that their Workers shall:
 - (1) be supervised⁹ by a Supervisor whenever they carry out ESSS;

⁶ This includes wearing adequate personal protective equipment and maintaining appropriate infection prevention control procedures while conducting supervision.

⁷ 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.

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

⁹ This can be done in person or virtually.

- (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.

Uploading of Test Results onto SRS

13. **[Mandatory]** Enterprises are required to upload the test results obtained by their Workers from ESSS onto SRS in accordance with the following:
- (1) 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 the **Annex**.

Support for Enterprises conducting ESSS

14. **[Updated as of 31 December 2021]** The Government will subsidise the cost of ART test kits for ESSS until 31 March 2022. Workers who are required to undergo Pre-Event Testing (PET) under the Workforce Vaccination Measures from 1 January 2022 can use their PET result to fulfil the FET requirement. To place an order for ART test kits, Enterprises are required to submit the relevant information using the form at <https://go.gov.sg/fet-kits> (“**Order Form**”). The ART test kits will be delivered to Enterprises or scheduled for self-collection on first-come-first-served basis. Enterprises shall only use the ART test kits that are supplied by the Government for ESSS and shall not distribute, supply, or sell them to any third-party. ART Test Kits must be used with prudence and companies need to ensure that one Worker only use one test kit for one cycle of FET unless the test result is AG invalid.
15. After submission of the Form, a confirmation email and SMS from a third-party vendor will be sent to your Point-of-Contact (POC) with the collection location and date within a week. The information that is submitted on the Form will also be used by the relevant Government agencies to help enterprises set up an SRS account. Once the SRS account has been set up, your POC will receive an email notification informing them about the creation of the SRS account and how to upload test results onto it.

Support from Enterprises




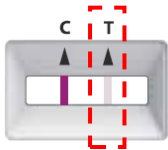

16. The fight against COVID-19 requires the collective effort of everyone in the community. We seek the support and understanding of all Enterprises during this period. We will continue to review and adjust the measures in line with the national posture for the health and well-being of the public and employees.

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

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. 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 below information:
 - a. NRIC
 - b. Name
 - c. Date of FET test affected by erroneous result
 - d. Company/ Employer for FET
 - e. Client’s email address
 - f. Final result to be displayed (AG+, AG- or Remove Test)
 - g. Screenshot of the SMS received (Optional)
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/>.