

13 August 2021  
(Last updated: 27 September 2021)

Dear Enterprises

## **FAST AND EASY TESTING (“FET”) FOR THE PRIVATE TUITION AND ENRICHMENT SECTOR**

1. **With effect from 3 September 2021 onwards, all enterprises in the private tuition and enrichment sector<sup>1</sup> (“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. 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 status. 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 operations<sup>2</sup>.

### **FET Requirements for Enterprises**

4. **[Mandatory]** All Enterprises must ensure that the following groups of staff (referred to as, “**Workers**” henceforth)<sup>3</sup> undergo FET at least once every 7 days:
  - (1) All staff working within the premises of private tuition and enrichment centres that have students aged 12 years old and below (i.e. born in 2009 or later) even if the staff does not come into contact with the students; and

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<sup>1</sup> Enterprises include all private tuition and enrichment centres that have staff falling in the categories listed in para 4. Individuals who have recovered from a COVID-19 infection in the past 270 days are exempted from the FET Requirement.

<sup>2</sup> 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.

<sup>3</sup> This includes both full and part time employees, as well as staff who are contractors, subcontractors, employees of contractors and subcontractors who work at the workplace of the Enterprise.

- (2) All staff working within the premises of private tuition and enrichment centres that are located in retail malls (defined as a building with commercial space for business-to-consumer [B2C] businesses with at least 7,000sqm of net lettable area).
5. For the avoidance of doubt, if an Enterprise consists of only one self-employed person, he or she has to comply with the FET Requirement as well. Workers who do not interact with students aged 12 and below and are working in a separate worksite that is not: (a) part of the premises of the private tuition or enrichment centre serving students aged 12 and below; or (b) located in retail malls are not required to undergo FET.
6. **[Mandatory]** After their Workers undergo FET, Enterprises shall:
- (1) verify<sup>4</sup> the test results obtained by their Workers;
  - (2) not allow any Worker that has obtained an “AG+” or “AG Invalid”, “Double Invalid” test result (please refer to **Annex C** on details of the various test results) to enter or remain at the workplace;
  - (3) direct any Worker that has obtained an “AG+” or “Double Invalid” test result to undergo a COVID-19 polymerase chain reaction (“PCR”) test and self-isolate at home; and
  - (4) only allow the Worker described in paragraph 6(3) to enter or remain in the workplace **if that Worker has subsequently** undergone a PCR test and the test result of that PCR test shows that he or she is **negative for COVID-19 infection**.
7. To meet the FET Requirement, Enterprises are encouraged to conduct **Employer-Supervised Self-Swab (“ESSS”)** for their Workers. Details on how to conduct ESSS are set out in paragraphs 8 to 16 below. The costs for the ART test kits that will be used for ESSS and the training required for Enterprises that wish to conduct ESSS will be borne by the Government until 31 December 2021.

### **Requirements for Enterprises conducting ESSS**

8. ESSS involves Workers using an ART kit and performing a swab on themselves under the supervision of a trained supervisor (“**Supervisor**”). The swabbing and supervision can be done either at the workplace or virtually using tools such as video conferencing.
9. **[Mandatory]** Enterprises conducting ESSS for their Workers are required to ensure that:
- (1) they have appointed an adequate number of Supervisors to ensure that each and every Worker is supervised by a Supervisor whenever they carry out ESSS;

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<sup>4</sup> 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.

- (2) the Supervisor has satisfied the training requirements set out under paragraph 10 below and properly performs his supervisory role<sup>5</sup>;
- (3) Workers comply with the steps set out in paragraph 13 below and properly perform the swabs on themselves;
- (4) 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 14 below;
- (5) Workers that obtain ‘AG+’ or ‘Double Invalid’ test results while conducting ESSS are managed by the Enterprise in accordance with the requirements set out under paragraph 16 below; and
- (6) 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>.

#### *Training for Supervisors*

10. **[Mandatory]** Enterprises conducting ESSS shall ensure that their Supervisors have attended the 4-hour virtual Supervisory Training in ART Self-Swab that is conducted by the Ministry of Health’s (“**MOH**”) appointed training provider, HMI Institute of Health Sciences Pte. Ltd. (“**HMI**”) before they perform their supervisory role. If a Supervisor is above 50 years old, Enterprises must ensure that he or she is Fully Vaccinated against COVID-19<sup>6</sup> (refer to paragraph 10 of the VoRT Notice for the definition of Fully Vaccinated) before they can perform any supervisory role.
11. Enterprises conducting ESSS are advised to nominate at least two Workers per outlet to undergo training to be a Supervisor. The training provided by HMI will equip Supervisors with the knowledge needed to supervise the conduct ESSS and a certificate of attendance will be issued to those who have completed it. The training provided by HMI is carried out daily from (a) 8am to 12pm, (b) 2pm to 6pm and (c) 6pm to 10pm on a first-come-first-served basis. Enterprises are advised to book their training slot directly with HMI at [VirtualCampus \(wizlearn.com\)](https://wizlearn.com) as soon as possible.
12. Upon successful registration and confirmation of the course, HMI will send an email notification with the web link for supervisors to attend the virtual training session. Please visit HMI’s website at <https://hmi-ihs.com/supervisory-training-in-art-self-swab/> for latest details on the ESSS training details.

#### *Conduct of ESSS by Workers*

13. **[Mandatory]** Enterprises are required to ensure that their Workers comply with the following when carrying out ESSS:

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<sup>5</sup> This includes wearing adequate personal protective equipment and maintaining appropriate infection prevention control procedures while conducting supervision.

<sup>6</sup> Enterprises can consider asking Supervisors to verify their vaccination status via TraceTogether.

- (1) Workers are to be supervised<sup>7</sup> by a Supervisor whenever they carry out ESSS;
- (2) Workers who obtained an “AG Invalid” test result are to undertake a follow-up ART test;
- (3) Workers who obtained an “AG+” or “Double Invalid” test result are to undertake a follow-up PCR test;
- (4) Workers are to use new ART test kits whenever they carry out ESSS; and
- (5) Workers are to properly dispose of used ART test kits after they have carried out ESSS<sup>8</sup>.

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

14. **[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+” or “Double Invalid”, Enterprises are to upload the test result of that Worker onto SRS **no later than 30 minutes** 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 and 5 of the **Annex C**.
15. More details on the registration for an SRS account can be found at <https://go.gov.sg/tuition-enrichment-fet>.

#### *Management of Workers with ‘AG+’ or ‘Double Invalid’ Test Result*

16. **[Mandatory]** If any Worker obtains an ‘AG+’ or ‘Double Invalid’ test result from ESSS, the Enterprise shall comply with all the requirements set out under paragraphs 7 to 8 of **Annex C**.

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<sup>7</sup> This can be done in person or virtually.

<sup>8</sup> Used test kits should be double-bagged and tied before disposing them in closed bins (e.g. pedal bins).