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AN INTERNATIONAL AWARD-WINNING INSTITUTION FOR SUSTAINABILITY

OFFICIAL GUIDELINE

TRANSITION TO ENDEMIC PHASE STARTING 1st APRIL 2022

*** This guideline applies to all staff and students at all campuses of International Islamic University Malaysia (IIUM).*

** This guideline is subject to change as instructed by MKN and other authorities.*










SECTION	ITEM	PAGE
1	BACKGROUND	2
2	OBJECTIVE	4
3	GENERAL RECOMMENDATIONS	4
4	PROCEDURES FOR TRAVELLERS ENTERING MALAYSIA FROM 1st APRIL 2022	8
5	GUIDELINE FOR STUDENTS	9
6	GUIDELINE FOR STAFF	10
7	OTHER COMMUNITIES ON CAMPUS	12
8	ACCESS TO FACILITIES WITHIN CAMPUS	13
9	TESTING AND MONITORING	13
10	CONCLUSION	14
11	APPENDICES	15

SECTION 1: BACKGROUND

In developing this guideline, IIUM considers the following:

1. No one shall be left behind.
2. IIUM is committed to ensuring equitable and humanising education continues despite the endemic.
3. Students with accessibility issues for learning must be assisted.
4. COVID-19 is an infection caused by the SARS-CoV-2 virus.
5. Vaccination has been shown to protect people against severe diseases and death.
6. Vaccinated individuals can still get the infection and transmit the infection to others.
7. However, the risk is lower, and even if infected, they can recover from the virus faster.
8. Vaccination is not mandatory in Malaysia, but the government has relaxed many restrictions for those who have completed their vaccination.
9. Vaccination alone is not the way out from the pandemic.

10. An individual is only considered fully vaccinated 14 days after the second dose of a two (2) doses vaccine or 28 days after a single dose vaccine.

VACCINATION STATUS FOR 18 AND ABOVE			
Effective from 1 April 2022			
TYPE OF VACCINE	NO. OF DOSES	18 – 59 YEARS	60 YEARS AND ABOVE
 Sinovac Sinopharm	 2 doses	Partially vaccinated	Partially vaccinated
	 3 doses	Fully vaccinated	Fully vaccinated
 Pfizer Moderna AstraZeneca Covaxin Covishield Novavax Sputnik V	 2 doses	Fully vaccinated	Partially vaccinated
	 3 doses	Boosted	Fully vaccinated
 CanSino Janssen Sputnik Light	 1 doses	Fully vaccinated	Partially vaccinated
	 2 doses	Boosted	Fully vaccinated



#ReopeningSafely

11. All shall be subjected to action under the Prevention and Control of Infectious Disease Act 1988 (Act 342) for failure to declare or false declaration of your health condition and/or contact tracing situation or intentionally refuse to provide any relevant information as required by the University authority.
12. Starting **1st April 2022 (Friday)**, Malaysia will enter the endemic phase as announced by Prime Minister YAB Dato' Sri Ismail Sabri on 8th March 2022. #ReopeningSafely
13. As part of the endemic strategy, otherwise known as #ReopeningSafely, or *Peralihan Ke Endemik*, Malaysia will refine its standard operating procedures (SOPs) for all phases and reopen its borders for international travel.
14. The guidelines are issued based on the National Security Council (NSC), Ministry of Higher Education (MOHE), and Ministry of Health (MOH) 'exit strategy' to enable the citizen to return to a normal life after two years of facing COVID-19.

SECTION 2: OBJECTIVE

The primary objective of this guideline is **to protect the IIUM community from COVID-19 infection and, at the same time, return to a certain level of pre-COVID-19 normalcy.**

From the perspective of the *Maqāṣid Ash-Sharī'ah*, this guideline aims to fulfil the *maslahah' āmmah* (benefit of the larger community) in which the interest of the public shall take priority and precedence over *maslahah fardhīyyah* (individual benefit).

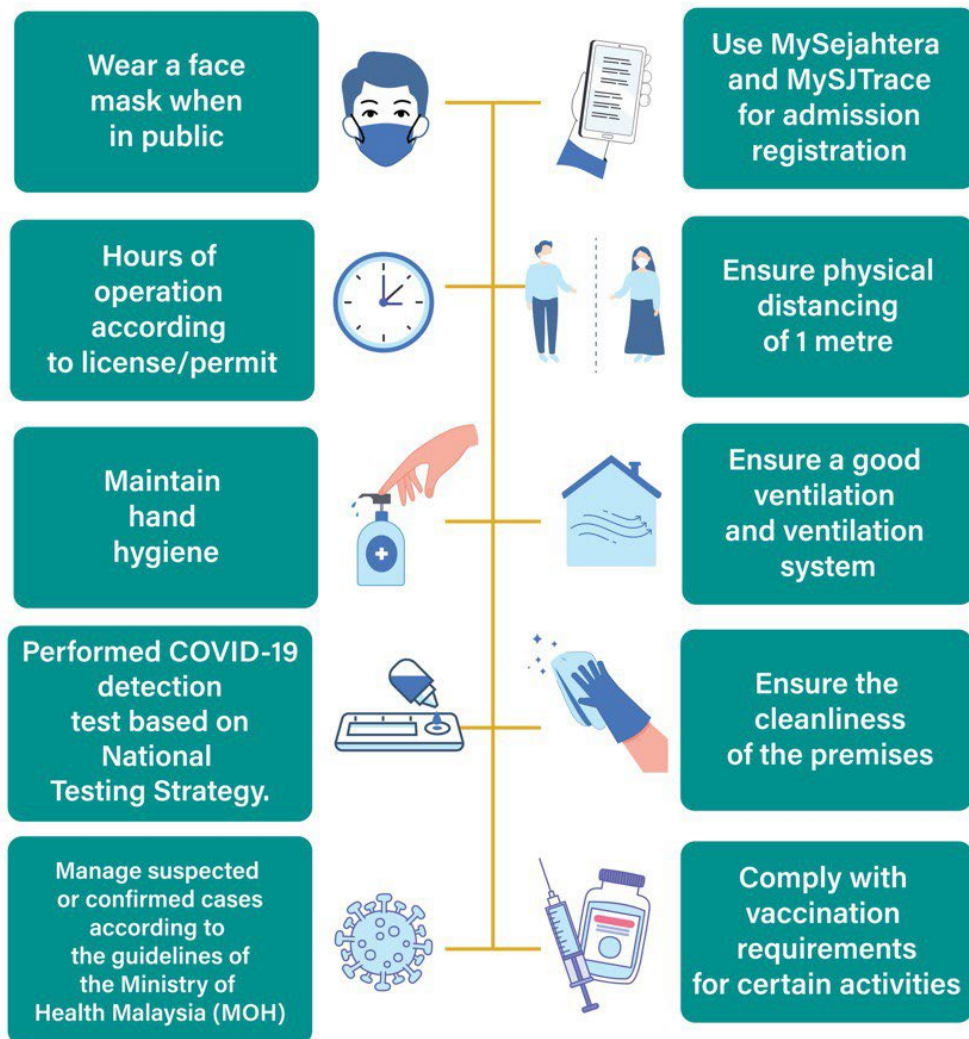
SECTION 3: GENERAL RECOMMENDATIONS

1. IIUM is steadfast in ensuring the safety of her campuses and her community.
2. All positive cases and close contacts should report the result in the MySejahtera and adhere to the Home Surveillance Order (HSO).
3. All positive cases and symptomatic close contacts as indicated in the MySejahtera application are not allowed to enter the campuses.
4. All members of the IIUM community must take active actions to prevent being infected with COVID-19 and from infecting others at any time in the University.
5. The IIUM community must have the sense of responsibility to adhere to the Standard Operating Procedures (SOPs) announced by the Government and the University.
6. The IIUM community should be empowered to make their own decisions, but in doing so, they must be held accountable for every action made. This includes, but is not limited to, unvaccinated persons not being able to be physically present in certain areas/situations or may be subject to extra measures, in line with the primary objective stated above.
7. Completely vaccinated persons will be given greater access to the campuses and University facilities. Unvaccinated or partially vaccinated persons will be subjected to stringent conditions to access the campuses and the facilities.

8. The Standard Operating Procedure (SOP) contained 10 requirements simplified from 181 requirements under the National Recovery Plan (PPN) would be enforced under Act 342 starting 1st April 2022 is as follows:

TRANSITION TO ENDEMIC PHASE

1 SOP contains 10 requirements



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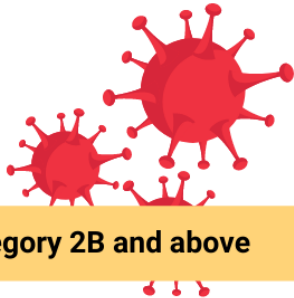
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9. COVID-19 positive health protocol as published by MOH:

<div> <div>COVID-19 POSITIVE HEALTH PROTOCOL</div>  </div>	
Category 1 and 2A	Category 2B and above
Asymptomatic or with mild symptoms	High-risk groups: senior citizens aged 60 and above, people with comorbidities, pregnant women and those who are partially or not vaccinated
Does not need to go to the COVID-19 Assessment Centre (CAC). Quarantine at home	Required to go to the CAC
Report health condition twice per day via Health Assessment Tool (HAT) on MySejahtera	If symptoms worsen, go to the CAC or any health facility nearby
<p>The quarantine periods are the same for asymptomatic or symptomatic COVID-19 positive cases.</p> <p>Fully vaccinated = 7 days Partially/Unvaccinated = 10 days</p>	



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10. **Close contacts** who are **fully vaccinated** and who were recently **infected with COVID-19** in the **last 60 days** do not need to quarantine.

11. The figure below shows the management procedure for positive cases and close contacts according to COVID-19 vaccination status:

MANAGEMENT PROCEDURE FOR POSITIVE CASES AND CLOSE CONTACTS TO COVID-19 CASES ACCORDING TO COVID-19 VACCINATION STATUS

COVID-19 POSITIVE CASES

	Received Booster Dose	Fully Vaccinated	Incomplete or No Vaccination
Isolation Period	7 days	7 days	10 days

CLOSE CONTACT TO COVID-19 POSITIVE CASES

Vaccination Status	Health Status on First Day of Reporting	Quarantine Period	Covid-19 Test Requirement	Release From Quarantine
Received Booster Dose	Asymptomatic	No Quarantine	RTK (Ag) Self test on the 3rd and 5th day	Not applicable
	Symptomatic	5 days	Perform RTK (Ag) Self-test	Day 5
Fully Vaccinated	Asymptomatic	No Quarantine	RTK (Ag) Self test on the 3rd and 5th day	Not applicable
	Symptomatic	5 days	Perform RTK (Ag) Self-test	Day 5
Incomplete or No Vaccination	Asymptomatic or Symptomatic	7 days	Perform RTK (Ag) Self-test if symptomatic	Day 7



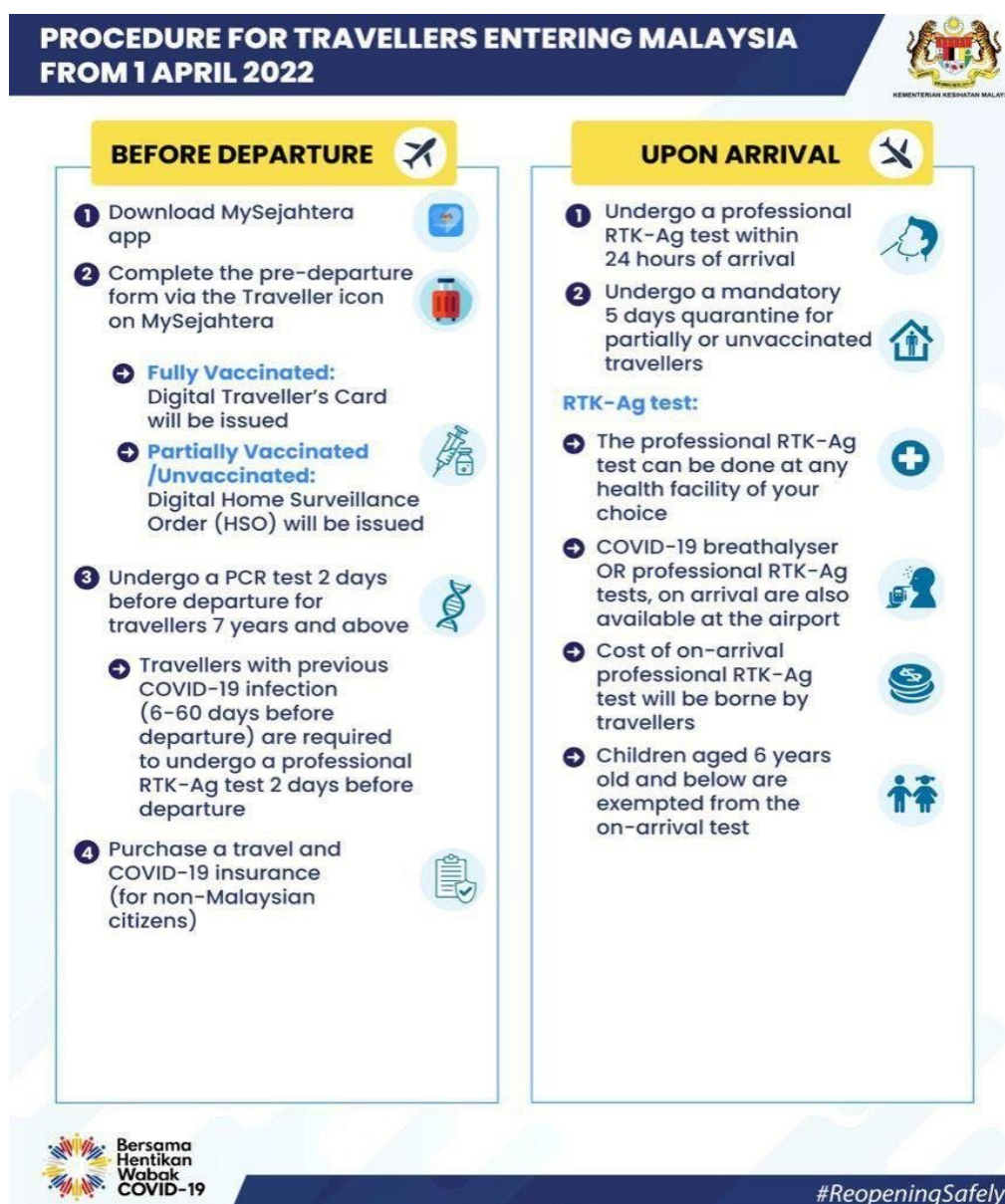
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SECTION 4: PROCEDURES FOR TRAVELLERS ENTERING MALAYSIA FROM 1st APRIL 2022

1. Malaysia reopens to international travellers on 1 April 2022 & removes quarantine requirements for the vaccinated.
2. Malaysians may enter Malaysia without prior approval from the Malaysian authorities.
3. Effective 1 April 2022, non-Malaysians may enter Malaysia without prior approval from the Malaysian authorities (i.e. MyTravelPass / MyEntry not required).
4. Procedure for travellers entering Malaysia from 1 April 2022 are as follow:



SECTION 5: GUIDELINE FOR STUDENTS

IIUM is cognisant of the importance of in-person presence on campus for an impactful transformative education process; the following is a balance between *hifz al-nafs* and *hifz-al 'aql*:

1. Students who are completely vaccinated (refer to Section 1 Item 10) may stay at Mahallahs.
2. All COVID-19 positive cases and symptomatic students are **not allowed** to return to campus.
3. Students are **highly encouraged** to get their vaccinations, as vaccination has shown to reduce morbidity and mortality due to COVID-19 and, to some extent, lower the transmission rate.
4. Unvaccinated students must sign a **Letter of Undertaking** (attached with this guideline) and submit it to their respective Kulliyahs.
5. Once on campus, any symptomatic students must report their status to IIUM Sejahtera Clinic (ISC)/IIUM Family Health Clinic (FHC).
6. For those who are unvaccinated or are eligible but choose not to be vaccinated, the COVID-19 testing cost is borne by themselves OR at their own expenses.
7. Symptomatic individuals who tested positive for COVID-19 should notify their respective Safety Liaison Officer (SLO) and contact ISC/FHC if in need for further clinical assessment
8. Symptomatic individuals who tested negative for COVID-19 should receive treatment at nearby health facilities and self-monitor daily using the Health Assessment Tool (HAT) available through the MySejahtera application.

SECTION 6: GUIDELINE FOR STAFF

1. Working arrangements and operations of the workplace will be at **full capacity**. The letter issued by MSD dated 10 February 2022 on **Working Arrangement to Curb the Spread of COVID-19 on Campus** is hereby **superseded by Section 6 Item 2**.
2. Staff are required to Work on Campus (WOC) effective from 1 April 2022. However, the Deans/Directors/Heads of Departments may exercise their discretion for staff to Work from Home (WFH) **based on genuine reasons only**, whilst ensuring that the teaching and learning activities and service delivery of the K/C/D/I/O/M are not affected.
3. Staff who WOC or WFH are required to register their attendance (clock-in and clock-out) in the IIUM HURIS and fulfil the required working hours as stipulated by the University.
4. All meetings, workshops and seminars are encouraged to be done via hybrid mode i.e combination of online and physical mode.
5. Based on MSD Service Circular Letter No. 5/2021 dated 13 October 2021 as adopted from the Public Service Department (PSD) Media Release ref. JPA.100-9/1/2 Jld. 2(11) dated 30 September 2021, it is **compulsory for all staff to complete their COVID-19 vaccination** to ensure the safety of the IIUM community.
6. It is important for the University to protect not only the vaccinated staff but also the unvaccinated staff on campus.
7. Unvaccinated staff are allowed to WOC and in doing so they must observe the SOP provided by the University including putting on extra protection gear i.e. **face shield and double mask as well as undergo weekly saliva test by a professional at IIUM Sejahtera Clinic (ISC)/IIUM Family Health Clinic at their own expenses**.
8. Unvaccinated staff must sign a Letter of Undertaking (attached with this guideline) and submit it to the HOD of respective offices which will be handed over to MSD.
9. Staff who are on-campus and symptomatic are required to get a proper assessment at nearby health facilities.
10. Staff who are symptomatic after being in close contact with a positive COVID-19 case are required to apply for digital HSO via MySejahtera application AND/OR to get a medical certificate from registered medical practitioners and MUST upload the documentation when applying for sick leave through the IIUM HURIS.
11. In the case where the symptomatic staff are found positive for COVID-19, they need to follow the protocol for positive cases. If the staff are tested negative for

COVID-19, they should self-monitor daily using the Health Assessment Tool (HAT) available through the MySejahtera application.

12. Management procedure for close contact to COVID-19 positive cases issued by MSD dated 28 February 2022 is hereby superseded by Section 3 Item 11.

13. The following are the IIUM HURIS procedures for COVID-19 cases:

IIUM HURIS PROCEDURE FOR COVID-19 CASES

COVID-19 POSITIVE CASES				
Vaccination Status	Health Status	MySejahtera Declaration	Type of Leave Application in IIUM HURIS	Supporting Document for Leave Application
Boosted/ Fully vaccinated/ Partially vaccinated/ Unvaccinated	All type of infections	To declare COVID-19 positive status via MySejahtera to get the digital HSO	To apply for HSO	To upload digital HSO from MySejahtera
CLOSE CONTACT TO COVID-19 POSITIVE CASES				
Vaccination Status	Health Status	MySejahtera Declaration	Type of Leave Application in IIUM HURIS	Supporting Document for Leave Application
Boosted/ Fully vaccinated	Asymptomatic	Not applicable	Not applicable	Not applicable
	Symptomatic	To declare COVID-19 close contact status via MySejahtera to get the digital HSO	To apply for HSO	To upload digital HSO from MySejahtera AND/OR
Unvaccinated / Partially Vaccinated	Asymptomatic / Symptomatic	To declare COVID-19 close contact status via MySejahtera to get the digital HSO	To apply for HSO	a Medical Certificate from registered medical practitioners



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14. IIUM would cover the full cost of COVID-19 testing for staff in the case of an outbreak at the workplace.
15. Staff should bear the cost of COVID-19 testing if the index case is not related to the workplace.
16. The University reserves the right to take disciplinary action against the staff for insubordination based on the directives or orders issued by the University that govern the staff.

SECTION 7: OTHER COMMUNITIES ON CAMPUS

1. Other on-campus persons such as visitors, café operators, contractors and maintenance workers should be completely vaccinated before entering the campuses.
2. All visitors or workers entering the campuses are required to present their vaccination status to OSEM.
3. IIUM has the right to deny entry into campuses.
4. Individuals who are **symptomatic, unvaccinated** or are eligible but choose not to be vaccinated are **not allowed to attend mass gatherings**.
5. SOPs for indoor and outdoor gatherings are to be upheld by the organisers.

SECTION 8: ACCESS TO FACILITIES WITHIN CAMPUS

1. All members of the IIUM community must adhere to the conditions and SOPs for the use of facilities within the campuses.
2. Unvaccinated and incompletely vaccinated persons will have limited access to campus facilities and may also be refused from using certain facilities within the campuses.

SECTION 9: TESTING AND MONITORING

1. On-campus unvaccinated and incompletely vaccinated persons will be subjected to regular COVID-19 testing and monitoring.
2. Unvaccinated staff and students will have to bear the cost of regular screening testing on their own except for those who are exempted medically and verified by the treating physician with solid medical evidence.
3. Those who attend events/activities/gatherings on campus involving huge attendance must adhere to current SOPs issued by the authority.
4. The SOP includes the number of capacities allowed for the respective venues and undergoing COVID-19 rapid test depending on the requirement by the organiser.
5. Practice '**TRIIS**' (**Test, Report, Isolate, Inform, Seek**) as follows:
 - a) **Test** using RTK (Ag) as soon as possible if you are experiencing any infection symptoms related to COVID-19 infection such as runny nose, fever or cough.
 - b) **Report** the test result on your MySejahtera immediately.
 - c) **Isolate** yourself or self-quarantine immediately with discipline. If you have been tested positive for COVID-19, adhere to the Home Surveillance Order (HSO) imposed by MOH.
 - d) **Inform** your close contacts and immediate family members urgently if your test result is positive. Inform the ISC/FHC or any COVID-19 Assessment Centre (CAC) if your condition has worsened while self-quarantine at home; and
 - e) **Seek** immediate treatment at any facility of the COVID-19 Assessment Centre.
6. All members of the **IIUM community should get tested for COVID-19 if experiencing symptoms** such as fever/chills, fatigue, breathing difficulty, body/muscle ache, headache, runny nose, cough/sore throat, vomiting/diarrhoea, and loss of sense of taste or smell.

7. **Symptomatic close contacts are required to self-isolate** according to MOH's quarantine period, including those who tested negative.
8. Individuals are considered close contact if they have interacted with a positive case within 1 metre, more than 15 minutes, interacting without a face mask or having physical contact.

SECTION 10: CONCLUSION

1. All staff and students must:
 - a. practice **physical distancing of 1 metre** apart at all times;
 - b. avoid the **3C** (**C**rowded, **C**onfined and **C**losed conversation);
 - c. practice the **3W** (**W**ash hands, **W**ear a mask and **W**arn);
 - d. observe appropriate coughing and sneezing etiquette, and
 - e. wear a mask in public areas.

May ALLAH SUBHANAHU WA TA'ALA protect us all.

IIUM SEJAHTERA COUNCIL
30th MARCH 2022

APPENDIX 1: LETTER OF UNDERTAKING FOR UNVACCINATED STUDENT



الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
يُونَيْتِي اِسْلَامُ اِنْتَارَا بَغْسَا مَلْدِسِيَا

Date:

Dean/Director
KCDIO

Dear Sir / Madam,

LETTER OF UNDERTAKING FOR UNVACCINATED STUDENT

I,

—

NRIC No. _____, Matric No. _____ and currently
residing _____ at

—

of the Department of _____ Kulliyah of

—

[“**Student**”] hereby agree and state as follows:-

1. I hereby verify that I have been admitted as a Student of International Islamic University Malaysia [“**IIUM**”] and that as at the date of this Letter of Undertaking [“**LOU**”].
2. In consideration of me agreeing and consented to execute this LOU, I hereby acknowledge agree and undertake throughout my studies as follows:-
 - i. I shall at all times faithfully, industriously, and to the best of my skill, ability, experience and talents, perform all of the duties required of my position as a Student of IIUM;
 - ii. In carrying out my duties and responsibilities, I shall comply and observe the Rules and Regulations promulgated by IIUM governing the conduct and discipline of the Student, and principles enforced by IIUM and to all administrative directives issued by IIUM from time to time;
 - iii. I shall upon request by the IIUM, conduct COVID-19 test at my own cost and to promptly update the result of my test to the Dean/Director of my kulliyah/institute/centre [“**KCI**”];
 - iv. If I am being tested positive upon conducting the COVID-19 test, I shall promptly notify the result to the Dean/Director of KCI and take necessary actions for the safety and well-being of IIUM community;
 - v. I am medically fit and competent to enter into this LOU and perform any and all of the obligations provided herein;
3. I acknowledge that IIUM may, at its absolute discretion, suspend and/or withhold all or any monies paid to and expended by IIUM on my behalf including assistance, allowances or scholarship (whichever is applicable) but not limited to the following: -
 - a) If I fail to execute and return this LOU within the specified period;

- b) If I cannot be contacted by IIUM at my last known address;
 - c) when I do not abide/ comply with the terms and conditions of this LOU, in accordance with my responsibilities as a Student of IIUM
4. Notwithstanding paragraph 2, I verily understand that IIUM reserves its right to take legal action against me for failure to exercise reasonable standard of care and skills of a competent person as stated in the above paragraph which gives a cause of action for negligence and that I shall be fully responsible for any claims or damages made by IIUM against me.
5. I further undertake to indemnify and hold the IIUM, its employees harmless from and against all actions, proceedings, losses , shortfalls, damages, compensation, cost (including legal cost), charges and expenses resulting from an act of negligence, or dishonesty to the University while holding the position as a Student of IIUM.
6. The LOU stated herein shall constitute direct, substantial, unconditional and irrevocable obligations of parties, and either party shall not be relieved from these obligations or any part thereof for any reason whatsoever.

Save as otherwise permitted under this LOU, I agree not to disclose any of the terms and conditions of this LOU and all Confidential Information (as hereinafter defined) of IIUM and protect the same from improper use or disclosure, using at least the same level of protection it uses to safeguard its own confidential information, but in no event less than reasonable care. I shall not, without the IIUM's prior written consent, use the Confidential Information for any purpose other than as required in the performance of its obligations under this LOU, nor disclose the Confidential Information to any person save those of its employees or representatives who have a need to know the same for purposes of this LOU, provided such employees and representatives are informed of and agree to be subject to the same confidentiality obligations as provided herein.

IN WITNESS WHEREOF I herewith signed this LOU on the day and year as below.

Thank you.

Signature

Date

Name : _____

NRIC No. : _____

Matric No. : _____

Department/Courses : _____

Kulliyyah : _____

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APPENDIX 2: LETTER OF UNDERTAKING FOR UNVACCINATED STAFF

الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
يُونَيْتِي اِسْلَامُ اِنْتَارَا بَغْسَا مَلَيْسِيَا

Date:

Executive Director,
Management Services Division
Level 3, Muhammad Abdul-Rauf Building
International Islamic University Malaysia
53100 Gombak Kuala Lumpur

Dear Sir / Madam,

LETTER OF UNDERTAKING FOR UNVACCINATED STAFF

I,

—

NRIC No. _____, Staff No. _____ and currently residing
at

—

of the Department of _____ Kulliyah of

[“**Staff**”] hereby agree and state as follows:-

7. I hereby verify that I have been employed as a Staff of International Islamic University Malaysia [“**IIUM**”] and that as at the date of this Letter of Undertaking [“**LOU**”].
8. In consideration of me agreeing and consented to execute this LOU, I hereby acknowledge agree and undertake throughout my service as follows:-
 - vi. I shall at all times faithfully, industriously, and to the best of my skill, ability, experience and talents, perform all of the duties required of my position as a Staff of IIUM;
 - vii. In carrying out my duties and responsibilities, I shall comply and observe the Rules and Regulations promulgated by IIUM governing the conduct and discipline of the Staff, and principles enforced by IIUM and to all administrative directives issued by IIUM from time to time;
 - viii. I shall upon request by the IIUM, conduct COVID-19 test at my own cost and to promptly update the result of my test to the Management Services Division [“**MSD**”] through Dean/Director;
 - ix. If I am being tested positive upon conducting the COVID-19 test, I shall promptly notify the result to the MSD through Dean/Director and take necessary actions for the safety and well-being of IIUM community;
 - x. I am medically fit and competent to enter into this LOU and perform any and all of the obligations provided herein;
9. I acknowledge that IIUM may, at its absolute discretion, suspend and/or withhold all or any monies paid to and expended by IIUM on my behalf including assistance, allowances or scholarship (whichever is applicable) but not limited to the following: -

- d) If I fail to execute and return this LOU within the specified period;
 - e) If I cannot be contacted by IIUM at my last known address;
 - f) when I do not abide/ comply with the terms and conditions of this LOU, the Contract of Service and/or in accordance with my responsibilities as a Staff of IIUM
10. Notwithstanding paragraph 2, I verily understand that IIUM reserves its right to take legal action against me for failure to exercise reasonable standard of care and skills of a competent person as stated in the above paragraph which gives a cause of action for negligence and that I shall be fully responsible for any claims or damages made by IIUM against me.
11. I further undertake to indemnify and hold the IIUM, its employees harmless from and against all actions, proceedings, losses , shortfalls, damages, compensation, cost (including legal cost), charges and expenses resulting from an act of negligence, or dishonesty to the University while holding the position as a Staff of IIUM.
12. The LOU stated herein shall constitute direct, substantial, unconditional and irrevocable obligations of parties, and either party shall not be relieved from these obligations or any part thereof for any reason whatsoever.

Save as otherwise permitted under this LOU, I agree not to disclose any of the terms and conditions of this LOU and all Confidential Information (as hereinafter defined) of IIUM and protect the same from improper use or disclosure, using at least the same level of protection it uses to safeguard its own confidential information, but in no event less than reasonable care. I shall not, without the IIUM's prior written consent, use the Confidential Information for any purpose other than as required in the performance of its obligations under this LOU, nor disclose the Confidential Information to any person save those of its employees or representatives who have a need to know the same for purposes of this LOU, provided such employees and representatives are informed of and agree to be subject to the same confidentiality obligations as provided herein.

IN WITNESS WHEREOF I herewith signed this LOU on the day and year as below.

Thank you.

_____	_____
Signature	Date

Name : _____

NRIC No. : _____

Staff No. : _____

Job Designation : _____

Department/Courses : _____

Kulliyyah : _____

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