

COVID-19 PRECAUTIONARY MEASURES AND INSTRUCTIONS TO PEARSON LCCI LEARNERS FOR SEPTEMBER 2020 SERIES EXAMINATIONS

As the COVID-19 coronavirus situation continues to evolve, your safety and well-being are our priority. Taking alignment with the precautionary measures introduced by the Multi-Ministry Task Force, please read these instructions carefully when sitting for the September Series 2020 Examinations:

Before The Examinations

1. Read the **Important Notes to Learners** which are found on page 2 of your LCCI Learner Examination Entry Slip.
2. If you are on Home Quarantine Order, Stay-Home Notice, Leave of Absence or medical leave, do not report for examination and write to registering centre(s). Please stay at home.

On The Day of Your Examinations

3. Check your temperature and health. If you are not well, e.g. having a fever (37.5°C and above), exhibiting flu-like symptoms, do not report for examination. Inform your registering centre(s) that you are unwell and see a doctor. **Please note that candidates who are unwell or with fever or flu-like symptoms, regardless of whether the symptoms were due to COVID-19 virus, would also not be permitted to enter the exam venues.**
4. Arrive at your examination venue **at least 45 minutes** before the start of your paper.
5. Admission into and exit from the examination venue is with SafeEntry, which is a nationwide effort used for enhancing contact tracing efforts for COVID-19. Declaration is required if scanning QR code is not available.
6. Follow the procedures that are implemented by the examination venue, such as temperature taking, declaration of personal information, travel history/health condition before you enter the examination venue. It is mandatory that you follow the procedures as only those who have completed the procedures are allowed to enter. Appropriate actions will be taken against those who made false declaration, and this may include having your examination results annulled.

7. You must wear your face mask at all times. Do also note that the invigilator may ask you to remove your mask for a short while to verify your identity during attendance taking.
8. Always maintain at least 1m safe distance from other candidates.
9. Do not talk to one another, gather in groups or crowd around any designated area or toilet. You will be dismissed from the examination venue in smaller groups and at staggered intervals.
10. If you are unwell during the examination, please inform an examination personnel immediately. You will be accompanied by an examination personnel to a separate room. The examination personnel will assess your condition and will decide on appropriate measures such as making arrangement for you to see a doctor or to send you home. They will follow up with registering centre(s).

With the evolving COVID-19 situation, you must also observe and comply with any additional instructions and procedures that Pearson LCCI may announce nearer the examination dates. You should refer to Pearson LCCI website at www.lcciasia.com regularly for updates of instructions and procedures before you proceed to sit for your examination.

In addition, all centres, staff, students and any other stakeholders involved in the LCCI examination process must adhere to local Government guidance and other official advice in their region.

PEARSON LCCI
18 AUGUST 2020