



香港城市大學  
City University of Hong Kong

## University Announcement

### **Anti-virus, teaching and working arrangements** **Notification from the Emergency Response Unit (ERU) (76)**

The situation regarding the outbreak of the novel coronavirus remains uncertain. After fully considering safety issues and our overall operations, the University would like to announce the following special arrangements.

#### **Anti-virus measures:**

- The measures listed in the [Notification from the Emergency Response Unit \(75\)](#) will continue to be implemented.
- This [webpage](#) for suspected cases of infection will be updated on a daily basis.

#### **Teaching arrangements:**

- Real-time online teaching and learning started according to plan on 7 February and so far the result is positive. The University will continue to closely monitor the situation, provide appropriate support and make necessary arrangements.
- All Schools/Colleges and Departments have set up emails for handling student enquiries regarding teaching arrangements.
- All staff and students should try their best to stay home and conduct/attend real-time online lessons according to their timetables.
  - Teaching staff who need technical support, please call: [3442 8340](#)
  - Students who need technical support, please call: [3442 6488](#)

### **Administrative and academic departments:**

- The work-from-home arrangement will be extended until 1 March. Department heads are responsible for ensuring that University services continue and making the necessary on-campus staffing arrangement while ensuring safety.
- Supervisors should refer to the notice entitled “Contingency Plan for Outbreak of Coronavirus” (English only) issued by the Facilities Management Office on 10 February and make work arrangements. Supervisors will inform employees individually if there is any special arrangements.
  - Departments providing essential services will continue to provide limited operations on campus and assist in online teaching and related services.  
Employees must complete [Health Declaration Form](#) before returning to campus.

In emergency situations, staff and students who need assistance should call our 24-hour emergency hotline: [3442 8888](tel:34428888).

Emergency Response Unit  
21 February 2020