



香港城市大學
City University of Hong Kong

University Announcement

Updates on flexible work arrangements

Notification from the Emergency Response Unit (ERU) (121)

The safety of our staff and students is our top priority and at the same time we wish to maintain normal services and operations. In view of the current situation, and after fully considering safety and our overall operations, all activities involving more than 25 persons will be postponed, and department heads should exercise flexible work arrangements, including working from home, starting from today until 13 December.

Academic and administrative departments:

- Department heads should refer to the FMO [website](#) on appropriate arrangements for ensuring sufficient manpower for providing services and preventing delays.
- Arrangements for office and lunch hours should be flexible for colleagues working in the office.

We will continue to pay close attention to developments, take all necessary steps and handle the situation carefully. For the benefit of you and those around you, we once again advise everyone to maintain good personal hygiene and social distancing.

We hope you and your loved ones remain safe and healthy!

Professor Horace Ip, Acting Vice-President (Student Affairs)
Mr Sunny Lee, Vice-President (Administration)
Chairmen, Emergency Response Unit

1 December 2020