



香港城市大學
City University of Hong Kong

University Announcement

Special Work Arrangement

Notification from the Emergency Response Unit (ERU) (132)

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, the University has decided to implement the following special work arrangements from 28 January until 3 February.

During this period, department heads are given flexibility for their staff to work from home, while at the same time making the necessary on-campus staffing arrangements to ensure that University services and operations continue:

- All activities involving more than 20 persons will be postponed.
- Staff and students are required to report any suspected case to his/her Head if he/she or any direct relative (living together) believe that he/she might be infected or if they have been exposed to such risks. They should also self-isolate immediately and work or study from home until they test negative.
- Arrangements for office and lunch hours should be flexible for colleagues working in the office.
- For details, please refer to the Facilities Management Office [website](#).

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

CityU 24-hour hotlines: 3442 8888

Professor Raymond Chan, Vice-President (Student Affairs)

Mr Sunny Lee, Vice-President (Administration)

Chairmen, Emergency Response Unit

27 January 2021