



香港城市大學  
City University of Hong Kong

## *University Announcement*

### **Special Work Arrangement**

#### **Notification from the Emergency Response Unit (ERU) (129)**

Given the volatility of the pandemic, and after undertaking a comprehensive risk assessment, the University has decided that all staff, except those performing emergency duties and providing essential services, should work from home starting from 11 until 20 January:

- 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.
- According to needs, department heads and supervisors should make appropriate arrangements and they may ask staff to return to their offices to provide essential services.
- 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.

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

CityU 24-hour hotlines: 3442 8888

Professor Raymond Chan, Vice-President (Student Affairs)  
Mr Sunny Lee, Vice-President (Administration)  
Chairmen, Emergency Response Unit

8 January 2021