

Notice on Response Actions for the Novel Coronavirus (40): Special Work Arrangement

Task Force on Response Actions for the Novel Coronavirus

2020-11-22 09:43

Dear Colleagues,

In response to the recent upsurge of local COVID-19 infection cases and a growing number of confirmed local cases with unknown sources of infection, the Government has announced yesterday (21 November 2020) to further tighten anti-COVID-19 and social distancing measures. To safeguard the health and safety of our staff, the Central Management has decided to implement the following special work arrangement with effect from 24 November 2020 until further notice:

Except for those colleagues who are engaged in essential teaching activities/operations and emergency services, the Heads of Department can decide to allow their staff to work from home on a rotational basis, and encourage and facilitate adoption of flexible working hours and lunch hours so that colleagues can avoid commuting and gathering during peak hours. Staff with special health conditions should be allowed to work from home as far as practicable. The University will monitor the evolving situation and keep you advised of any further update on the work arrangement.

Heads of Department are also reminded that all non-essential activities shall be minimized, and those involving a large group of people shall be suspended until further notice. The Deputy President and Provost's office will provide further specific guidance on arrangements for face-to-face teaching and learning activities.

In the meantime, please stay vigilant, practice strict personal hygiene and observe the social distancing measures.

Andy Tong

Chair, Task Force on Response Actions for the Novel Coronavirus