## **Flexible work arrangement and reinstating temperature screening at entrances** Monday, Nov 23, 2020, 18:47PM

Dear Members of the University,

In view of the recent surge of local COVID-19 cases, and in accordance with the flexible work arrangement announced by the Government, the University has decided to implement the following preventive measures, effective Wednesday, 25 November 2020:

- 1. Heads of departments and offices are asked to maintain their services, and consider:
  - a. flexible working arrangements, including staggered work and lunch hours to allow colleagues to avoid congestion
  - b. allowing colleagues with elevated risk of infection, such as those who are pregnant, or suffering from chronic diseases, to work from home
  - c. arranging colleagues who can effectively work from home to do so
  - d. adopting a roster for colleagues to work alternately, so that service could be continued if a colleague became infected.
- 2. Temperature checking will be reinstated at North and South Gates. Visitors with a fever will be denied entry, while members of the campus community with a fever will be allowed to enter and advised to seek medical assistance as soon as possible.
- 3. Campus canteens will continue their current preventive measures, following the latest Government directive.

Please check the University's COVID-19 website for updates on transport, catering, retail, sports and other University facilities.

During this challenging time, we appeal to all members to support each other in this sustained fight against the COVID-19 pandemic.

Please take care and stay well.

Best regards,

Mark Hodgson, Vice-President for Administration and Business Samuel Yu, Director of Health, Safety and Environment