

To all members
of Hamburg University of Technology

Präsident
Prof. Dr. Ed Brinksma

Hamburg, March 13 2020

Further measures in relation to coronavirus

Dear students, dear employees, dear colleagues

as you have certainly heard, the World Health Organization WHO has classified the spread of the corona virus as a pandemic and the Free and Hanseatic City of Hamburg has today informed about further measures. Although the Hamburg pandemic has not yet been declared in accordance with the legal requirements, the Executive Board has appointed a crisis team since the beginning of March, which is already working in accordance with the requirements of our TUHH pandemic plan. With all our organisational measures, we are focusing our efforts on the risks of infection for our employees and students and their families. The clear goal is to reduce the speed of the spread of the disease in order to prevent our health system from becoming overloaded.

Currently, further measures are being taken in addition to those already in place at the TUHH to effectively counteract the dynamic development in the spread of the virus at the TUHH. The crisis team is in permanent coordination with the Ministry of Science, Research and Equal Opportunities (BWFG), with all Hamburg universities and with the health authorities. The TUHH can decide on further measures at any time in order to remain able to act and to guarantee protection for all TUHH members.

One more piece of information in advance: We will continue to inform you comprehensively and promptly if there is a confirmed Corona case at the TUHH, but so far this has not been the case.

1. regulations for students, lecturers* and staff
 - a. Current examinations are cancelled
All examinations for the current semester are cancelled as of Monday, 16 March 2020. The students will be informed separately. Doctoral exams are also to be cancelled.
The pool rooms of the computer center will be closed, as well as the learning rooms in building A and Q, the learning rooms in the TUB and the operation in the TUB. Learning group rooms are closed. Please also note the information in point 3 of my letter.

b. Start of the summer semester

The start of the summer semester is postponed. Courses will begin on April 20, 2020. The end of the lecture period will be postponed accordingly to 28 July 2020. Accordingly, the examination period will also be postponed. The examinations will not begin until 29 July 2020 and will be held until 9 October 2020. In practice, this means that the first two examination weeks of July will be added to the end of the examination period.

2. Until further notice, all events with external participation are cancelled.

3. Ban on business trips and regulations for meetings

A general ban on business trips applies with immediate effect. Travel requests are no longer approved. All business trips (national and international) are prohibited. Business trips that have already been approved must be cancelled. TUHH staff members can find out more about this by means of separate instructions. Until further notice, business trips are to be restricted as far as possible and checked to see if they can be replaced by digital means. Furthermore, meetings, training courses or other internal meetings must be reduced to the inevitable minimum.

4. Introduction of home office and teleworking for all areas of the TUHH, where this is possible

The TUHH crisis team decided today that from 16 March 2020, home office and teleworking will be made possible in the service areas and institutes in phases. Access and technical instructions for secure handling are available at the computer centre, further information is available from your superiors. The TUHH will remain operational and functional, but in some areas it will not be possible to avoid bottlenecks during the changeover. For example, many analogue consultation hours will no longer be available. The computer centre has set up the following website for up-to-date information on IT services in connection with the measures: <https://www.tuhh.de/rzt/covid-19>

This has further consequences for the service areas and for students:

5. Regulations for the service areas of the TUHH

- a. Computer Center (RZ): The PC pools of the Computer Center will be closed.
- b. TUHH Library (TUB): The visitor traffic of the TUB will be closed. The learning rooms will be closed.
- c. Center for Learning and Teaching (SLS): SLS is now only available in digital form. Please send all requests by e-mail to SLS. The customers of the service area will be informed separately
The functional mailboxes in the SLS area are:
Central Student Advisory Service: studienberatung@tuhh.de
STUDIS Student Service / Admission and Registration: study@tuhh.de
Central Examination Offices

6. Service areas of the administration:

Restricted operations are organised for all areas of the administration, communication and work is implemented digitally as far as possible. Therefore, please check all orders to the administration (e.g. orders, staff recruitment) for special necessity, so that we remain capable of acting even with reduced staff.

7. Theft of disinfectants and health-related equipment

Disinfectant offered publicly at the TUHH is repeatedly stolen from the dispensers at the TUHH. The same happens with protective gloves and breathing masks in the laboratories. The fear of an infection with the corona virus must not lead us to forget that breathing and hand protection is absolutely necessary for the people working in the laboratories. The disinfectants that the TUHH offers for use in the sanitary facilities and other places are intended for all people working and learning here. Be responsible, be cooperative, work together to prevent the virus from spreading! It is real self-protection if you give other people the opportunity to disinfect their hands. Stealing health-related equipment is theft and will be prosecuted in any case.

8. Returnees* from risk areas and contact persons of infected persons:

We would like to remind you that returnees from risk areas and contact persons of infected persons are not allowed to enter the TUHH and must maintain a 14-day domestic quarantine before they return to the TUHH. All the regulations that have already been published in this regard continue to apply.

Stay healthy! Let us together organise this time constructively and do everything in our power to combat the spread of the corona virus.

Daily updated information will continue to be provided on the TUHH homepage and on the internal information channel Flurfunk.

All employees are asked to keep themselves informed on a daily basis. Please continue to pay attention to hygiene and self protection.

We have set up an e-mail address for your queries:

corona-info@tuhh.de .

With kind regards



Ed Brinksma