

To all members
of Hamburg University of Technology

Präsident
Prof. Dr. Ed Brinksma

Hamburg, March 13 2020

Dear members of the TUHH,

with this e-mail we send you current information about the coronavirus and its effects on the Technical University of Hamburg. We summarize all measures that have been taken in the last few days. Please understand that due to the dynamic situation, further measures may be necessary and we ask you to check our homepage and other channels on a daily basis.

Current information about Corona

The Hamburg University of Technology and all its facilities will switch to basic operation modus from Wednesday, 18 March 2020, in order to make an effective contribution to slowing down the epidemic. This means that the TUHH will remain in operation but will limit all activities in teaching, research and administration to a necessary extent.

The campus is to be entered under controlled conditions by only a small number of people with system-relevant tasks in order to maintain safe operation. All areas of the TUHH are called upon to organize for the time being an encounter-free operation with as few personal contacts as possible.

For the individual areas and groups we list here in summary the most important regulations and information:

The most important at a glance

- Returnees* from risk areas and contact persons of infected persons are not allowed to enter the TUHH and have to maintain a 14-day domestic quarantine before returning to the TUHH.
- Home office solutions are the preferred method of working and must be implemented by superiors to the best of their ability. The aim is to have as many employees as necessary and as few as possible to maintain minimum operational capability.
- The research workshops, central laboratory and library are closed until further notice.
- Events of any kind are prohibited until further notice. Group formations are to be avoided, hygiene regulations are to be observed.
- A general ban on business trips (national and international) applies. Travel requests will no longer be approved.
- The refectory and cafés of the Studierendenwerk are closed until 30 April 2020. The Hochschulsport Hamburg closes until April 19, 2020.

Further information, service instructions and FAQs:

<https://www.tuhh.de/alt/tuhh/uni/news/covid-19.html>

Risk Groups

Persons at risk (e.g. people with lung diseases, cancer therapies that are still ongoing or have just been completed, people with heart diseases) may only work from their home office. Supervisors must take appropriate organisational measures to this end.

Students

Examinations: Examinations (oral and written in attendance form) are suspended until 20 April 2020.

Study rooms: All TUHH study rooms are closed.

Library: The TUB is closed until further notice.

Computer Centre: The pool rooms are closed until further notice.

The start of the lecture period in the summer semester has been postponed to April 20, 2020. The end of the lecture period will be postponed accordingly to July 28, 2020.

Students who carry out a study or internship stay in high-risk areas within the framework of structured exchange programmes at the TUHH can break it off after consulting their supervisors at the TUHH. After returning home, we ask you to observe a waiting period of two weeks at home.

Further information, contact addresses for examination matters and FAQs:

<https://www.tuhh.de/alt/tuhh/uni/news/covid-19.html>

Teachers

Courses: Internships, exams, examinations and individual examinations in attendance form will not take place any more until further notice. Solutions for alternative examination formats are being worked on.

Postponement of the summer semester 2020: The summer semester is postponed. Courses will begin on 20 April 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.

Further information and FAQs:

<https://www.tuhh.de/tuhh/uni/aktuelles/covid-19.html>

Researchers

Experiments and trials must be stopped. Such experiments, tests and safety measures which cannot be stopped immediately shall be shut down in a controlled manner during emergency operation.

Orders for dangerous goods are prohibited. Other orders are to be avoided if possible. Please ensure that goods already ordered are accepted and stored properly.

The central laboratory and research workshops will cease service operations from Wednesday, 18 March 2020 until further notice. New orders will no longer be accepted and existing orders can no longer be processed.

Supervisors are required to allow employees to work from their home office. Persons at risk may only work from the home office.

Further information:

Workplace AUG - Health and safety issues:

<https://www.tuhh.de/tuhh/uni/service/arbeitssicherheit-umwelt-und-gesundheitsschutz.html>

General information:

<https://www.tuhh.de/tuhh/uni/aktuelles/covid-19.html>

Employees of the service divisions

Administration and service areas maintain operations on a reduced scale.

Until regular operations are resumed, the following applies: home office solutions are to be implemented preferentially after consultation with superiors. The following applies: as many employees as necessary and as few as possible to maintain minimum operational capability.

For questions regarding labour law and official matters:

<https://www.tuhh.de/tuhh/uni/service/praesidialverwaltung/pv32-personalreferat.html>

Further information:

<https://www.tuhh.de/alt/tuhh/uni/news/covid-19.html>

Infrastructure

The technical infrastructure will remain in operation and be adapted to the reduced number of people still working on site.

Employees are asked to help save energy, i.e. in unused rooms the heating should be turned down and unnecessary consumers should be taken off the grid

Access to buildings and underground car parks newly regulated:

For the time being, the buildings and underground car parks will no longer be opened early at 6 a.m., but will remain closed all day (except for buildings A and O and Harburger Schloßstraße 20). This will protect the currently very inactive buildings from unwanted access. Please park in our above-ground parking spaces Denickestr. 15 (Building K), Am Schwarzenberg-Campus 1 (Building A), Harburger Schloßstraße 20 and Schloßmühlendamm 30-32.

If you have a building key, we kindly ask you to enter the building on your own and lock it behind you. You can always get out, as our main entrance doors are equipped with so-called panic locks. Before entering your workplace, please report to the gatekeeper's lodge in Building A or Building O. These are always staffed. For your safety (e.g. evacuation of the building in case of fire) we will document your name and workplace there.

If you do not have the building key to your workplace, please come to the gatehouse in building A (24/7), in building O (24/7) or in Harburger Schloßstraße 20 (Mo. - Fr. 7 - 15 hrs). We will provide you with access to your workplace.

Building security increased:

The frequency of surveillance will be increased significantly on Saturdays and Sundays on campus.

Postal services:

In view of the current situation, building management will also take steps to ensure emergency staffing.

Mail distribution and collection at TUTECH, Blohmstraße 15 and 18, Harburger Schloßstraße 20 and 36, Schloßmühlendamm 30-32, Theodor-York-Straße 8 will be carried out three times a week from 19 March onwards, namely on Tuesdays, Wednesdays and Fridays.

Mail distribution and collection at Hein- Sass-Weg 22 and Neßpriel 5 will take place on Mondays and Thursdays for the time being.

The institutes, departments and service areas on campus are kindly requested to bring their outgoing mail to the post office in Building J and to collect their incoming mail. In addition, building A will be serviced by the gatekeeper's lodge once a day in the afternoon due to the amount of mail.

The gatehouse of building I will remain closed. The gatehouses of buildings H and K will have limited staff. We will contact you for the purpose of handing over received parcels.

WC cleaning:

Toilets at all TUHH sites will now be cleaned twice a day instead of once a day.

Disinfectants:

The TUHH will provide a facility for disinfection at the entrances to all service buildings. Disinfectant dispensers have been installed there.

Further information:

<https://www.tuhh.de/tuhh/uni/service/praesidialverwaltung/pv1-gebaeudemanagement.html>



Ed Brinksma

President