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**Präsident**

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Dear Members of Ulm University,

The pandemic task force of Ulm University has decided to switch the entire University including pre-clinics to emergency mode, beginning on Thursday, 19 March 2020, from 6:00 p.m. onwards.

During this emergency mode, only those activities will take place that are necessary to maintain the minimal functionality of the University or to help overcome the corona pandemic. During emergency mode, only those are allowed to enter the University who are indispensable for emergency operations.

The remaining time until the commencement of the emergency mode is to be used for its structured preparation. The following applies to the respective areas of responsibility:

- urgent work on the university premises must be completed and no new tasks are to be started,
- preparations are to be made to work from home offices,
- research experiments are to be terminated and emergency supplies for living organisms, technical equipment and long-term experiments must be ensured with a minimum of staff.

Unless indispensable for the preparation of emergency operations or for helping to overcome the corona pandemic, the following are prohibited with immediate effect:

- on-site meetings and discussions,
- meetings of university committees, including meetings of appointment committees,
- procurements,
- visitor traffic,
- business trips.



New requests for recruitment of staff are no longer processed.

Applications for the continued employment of existing staff can still be submitted, with the exception of temporary staff as well as student assistants. Further information on this will be provided by HR Services.

In general, please take care to keep physical contact to a minimum; this also applies while at the University.

Best regards

Michael Weber