



Central Administration
Dezernat (division) V
Facility Management

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19 March 2020

Our janitor services maintain our critical infrastructure during emergency mode. Please use them only in an absolute emergency. For the protection of our colleagues, please have only essential materials delivered and practise social distance (2 meters) during face-to-face contact.

Janitor Services:

Uni Ost (Uni East)

Janitor's Office M25/257: manned daily from 6:30 a.m. to 7:00 p.m.

Phone: 50-22080

We currently have 2 janitors on duty during daytime and 1 janitor on late shift

Uni West

Janitor's Office Uni West, room 43.1:222: manned daily from 6:30 a.m. to 3:30 p.m.

Phone: 50-26390

2 janitors on duty

Helmholtzstr.

Janitor's Office Helmholtzstraße 16, room E.14a:

Monday to Thursday from 6:30 a.m. to 3:30 p.m. / Friday from 6:30 a.m. to 2:00 p.m.

Phone: 50-25016

1 janitor on duty (alternating with the colleague)

Internal Post Office Oberer Eselsberg

Internal Post Office OE:

Open Monday to Thursday from 7:00 a.m. to 3:30 p.m. / Friday from 7:00 a.m. to 2:00 p.m.

The Internal Post Office is operated by rotating teams of 3 and 2 colleagues

Delivery

The post vehicle for the delivery and collection of mail continues its service.

Itinerary:

Departure 8:00 a.m.: Helmholtzstraße 16, 18, 20 and 22 / Helmholtz Institute / Energy Supply Centre (TVZ) Staudingerstr. 8 / FP Staudingerstr. 4 / Animal Research Centre (TFZ) Oberberghof / Uni West / Central Library / Internal Post Office OE (mail is sorted and distributed)

Departure 9:30 a.m.: VBBW Amt Ulm / Post Office city centre (collection of mail) / Landesbank Baden-Württemberg / Villa Eberhardt / Post Office OE (mail is sorted and distributed)

Departure 11:00 a.m.: Central Library / Dean's Office Medical Faculty Pavilion II / Pavilion I / Helmholtzstr. 8/1 / Helmholtzstr. 16 / Internal Post Office OE (mail is sorted and distributed)

Departure 1:15 p.m.: FP Staudingerstr. 4 / Helmholtzstr. 16 / Internal Post Office OE (mail is sorted and distributed)

Approx. 1:30 p.m.: *Südwestmail* picks up the outgoing mail (bagged with customer number) at the Internal Post Office OE.

Passenger and material transport:

Passenger transport is no longer provided.

Material transport by truck (UL-U 144):

1 x per week on Friday

7:00 a.m. - 10:30 a.m.: Laundry transport / distribution of laundry and collection of dirty laundry Internal Post Office ramp A / Animal Research Centre (TFZ) Oberberghof / German Red Cross (DRK) / Helmholtzstr. 8/1

Afterwards if required: transport of parcels from the Internal Post Office ramp A to Uni West.

The above schedule has been coordinated with the respective users and can be changed if necessary. Requests can be submitted by email: zuv.fuhrpark@uni-ulm.de