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**29 May 2020**

**Announcement from The Emergency/Crisis Response Team (ECRT)**

**#CC/1/290520/2000**

**Ref/ #CC/1/270520/1730**

**(For Internal Use Only)**

“Phase 2 Staff and Faculty back to normal hours with preventive measures

From 1 June Faculty no longer need to request to come onto the campus. The same checkpoint systems are in place.”

Although the University announced also about 60:40 our College is on different timelines, as we are planning to open for students (Phase 3 Recovery) late June.

In order to prepare for Phase 3 we would like all staff to be at College to work “normal hours”.

The Estate and Health/Safety ECRT Centres have analysed every office and space needed for June, as well as putting in place full COVID-19 Preventive measures.

If anyone has any questions or concerns, please use your communication tree and will be back to you as soon as possible.

**#Conduct Yourself – Care for Each Other**

**29 May 2020 at 22.00 hrs**