

CIRCULAR
Number: 046/SKR4/REK/2020
CONCERNING
STATE OF EMERGENCY OVER THE CORONA VIRUS DISEASE (COVID-19) OUTBREAK
AT TELKOM UNIVERSITY

To all members of Telkom University community:

Considering the increasing spread of Covid-19 outbreaks and the emergency declaration over the Corona Virus Disease (Covid-19) pandemic by the central and regional governments through the following policies:

1. The Policy of the National Agency for Disaster Countermeasure of the Republic of Indonesia Number: 13 A Year 2020 on the Extension of the Certain State of Emergency on Disasters due to Corona Virus in Indonesia.
2. The Governor of West Java Policy Number: 443/Kep.189-Hukham/2020 on the Certain State of Emergency on Disasters due to Corona Virus Disease 19 (Covid-19) in West Java.

Telkom University has adopted a decision, as the state of emergency over the Corona Virus Disease (Covid-19) Outbreak at the campus area as follows:

1. Face-to-face learning activities (including lectures, exams, thesis defense and other academic activities) will be transitioned to online activities **until the End of Even Semester 2019/2020** and there is no onsite practicum during the time frame.
2. All students (dormitory and non-dormitory residents) **must travel home**. If it is not possible to return to their hometown, students must report to the Assistant Manager of Students Affairs at their Faculty. All international students must report to the International Office for their departure to home country.
3. All students (dormitory and non-dormitory residents) who have traveled home **are not permitted to return to campus area** (dormitory and non-dormitory) until the state of emergency has been terminated.
4. All employees, including part time employees (TLH) are requested to Work From Home (WFH) **until May 29th, 2020** by referring to the Rector's Instruction Number: 042/SKR4/REK/2020 on the Policy of Working From Home for Telkom University employees.
5. All members of Telkom University Academia are kindly asked to remain calm and alert as well as pay attention to all health protocols circulated by government authorities.



This Circular shall be effective from the date of issuance and will be re-evaluated in accordance with the development of Pandemic Corona Virus Disease (Covid-19).

For further information and coordination regarding this circular, please contact: **Tel-U Wellness Center**: 0811-2124-447.

May we all be given health and safety.

Bandung, March 23rd, 2020

Sincerely,



Prof. Dr. Adiwijaya
Rector