

Dear colleagues,

On 30 March, the Bavarian state government extended its imposed curfews and movement restrictions until and including 19 April 2020.

For the University of Bamberg, this means that operations will continue to be restricted, and that we will continue to reduce on-site presence to the bare minimum. The information provided in my [newsletter from 20 March](#) outlining measures concerning working from home, working on site with employment confirmation certificates, recording working time etc. therefore remain in effect for the duration of the imposed restrictions (until and including 19 April 2020):

- All university employees whose presence is not absolutely necessary are to continue to work from home.
- Employees whose work is required on site, will still be able to contact their superiors who can arrange for the personnel department to issue an employment confirmation certificate.
- As before, during the period of restricted movement, working hours for employees subject to electronic time recording will be handled as trust-based working hours. Employees do not need to record their working hours. Insofar as working time is not recorded, the system will automatically credit your full, regularly required hours.

According to the guidelines provided by the State Ministry, members of staff who must care for children can be granted a release for the duration of school and childcare facility closures (with the exception of scheduled school holidays and regular periods of closure). The prerequisite is that regular work from home is impossible due to childcare responsibilities and that no other childcare can be arranged despite the exhaustion of all possibilities. You will be granted a release from your duties with continued payment of remuneration for all of your regular working hours with no obligation to make up these missed hours. Insofar as telecommuting is compatible with home childcare, this is to be arranged.

The need for care must be clearly substantiated. This is especially true for children over 14 years of age. There is no fixed age limit. It is not intended that persons over 60 years of age should be asked to provide care. You are required to inform the personnel department (zeiterfassung.zuv@uni-bamberg.de) and indicate both the reason and the period for which you would wish to receive a release from your duties.

Please be aware that the release for childcare does not apply during school holidays or to periods when schools and other childcare facilities are normally closed. If you have to care for your children during these times, you would have to arrange for the necessary flexitime or holiday.

Please continue to take care of yourselves and stay healthy.

With best regards,

Dr. Dagmar Steuer-Flieser