



Announcement of King Mongkut's University of Technology Thonburi
Measure and Surveillance of Coronavirus Disease (COVID-19)
No.15
Relaxation of the Use of Building of
King Mongkut's University of Technology Thonburi Restriction

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In accordance with the Announcement of Ministry of Higher Education, Science, Research and Innovation on the relaxation of the restriction of Coronavirus 2019 (COVID-19) No.6 (the practices of higher education institutes and agencies under supervision of the Ministry to prevent the outbreak of COVID-19), to streamline the operation and be in line with the additional measure from the government to prevent the COVID-19 crisis, by virtue of Section 24 and 27 of the King Mongkut's University of Technology Thonburi ACT B.E. 2541, the university has thus issued this announcement. The details are as follows:

1. The restriction of the facility/buildings of all educational areas is to be relaxed from July 1, 2020 onwards. Students, personnel and outsiders entering the premises must follow the measures to prevent the spread of the disease, according to the Centre for COVID-19 Situation Administration (CCSA) and relevant government agencies and universities.

2. Vice Presidents, Assistants to the President, Deans, Directors of the Center/Office/Institute, Heads of Department, and Directors of office or equivalent are assigned to prepare an alternate work schedule for personnel by ensuring the appropriate number of personnel to suit the space of the office to avoid congestion and allow social distancing according to the government's preventive measures. Flexible working hours from Monday to Sunday can be arranged as follows:

- 1) 07.30 – 15.30 hrs.
- 2) 08.30 – 16.30 hrs.
- 3) 09.30 – 17.30 hrs.
- 4) 10.30 – 18.30 hrs.
- 5) 11.30 – 19.30 hrs.
- 6) 12.30 – 20.30 hrs.

or assign some specific personnel to work at the office and alternate with work from home as appropriate which must not affect the university's operations. In any case, the unit must have officers working during 08.30-16.30 hrs.

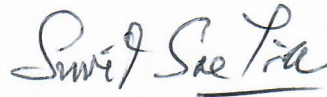
Each work unit can also arrange with the personnel to determine the date and hours of work and weekly holidays that are different from those specified by the university, but the agreed working hours must not be less than the number of normal working hours. In addition, the copy of the work schedule of each unit shall be forwarded to the Human Resource Management Office.

3. Mass gathering events that pose risk of spreading the disease such as freshmen welcoming activities and orientation, etc. shall be avoided. Any other event if considered necessary should be proposed to the President for approval accordingly.

4. If there is any problem or issue arising from this announcement, Senior Vice President for Administrative Affairs as a Director of COVID-19 Emergency Operation and Assistance Center is tasked with deliberating and executing any action deemed appropriate and reporting the President accordingly.

Effective from July 1, 2020 until further notice.

Announced on June 23, 2020.

A handwritten signature in black ink, reading "Suwit Sae Tia". The signature is written in a cursive style with a horizontal line under the last name.

(Assoc. Prof. Dr. Suwit Saetia)

President of KMUTT