

From: UFS Communications
Sent: 20 May 2020 15:37
Subject: COVID-19 Finance Departmental Guidance - issue 24

Dear All

Please find today's round up of news from the Finance Division. Key Contacts are asked to share with staff in their areas.

- [CUFS vulnerability – Thursday 21 May](#)
- [iProcurement – Temporary suspension of ‘Deliver to Home’ \(DTH\) orders](#)
- [Grants - Furlough of staff funded from research grants](#)
- [FUG – next meeting Friday 22nd May](#)

This information is also available from the [Finance Division website](#). However, if you have any additional queries please do continue to contact the Help Desk on 01223 (7)65999 or at UFS_enquiries@admin.cam.ac.uk

COVID-19
FINANCE DEPARTMENTAL GUIDANCE – ISSUE 24
20th May 2020

CUFS vulnerability – Thursday 21 May

Please be aware that users may experience a slight disruption to CUFS on Thursday 21st during the vulnerable period, 6am to 9am, whilst UIS apply some patches to the HR servers.

iProcurement - Temporary suspension of ‘Deliver to Home’ (DTH) orders

We regret to inform that ‘Delivery to Home’ (DTH) orders are temporarily suspended until 26 May while we investigate an issue. Please **do not use** this code in the interim for any new orders,. Unfortunately, we are unable to deactivate this code in the interim as this will impact on the ability to receipt existing orders. We apologise for any inconvenience this causes.

As a reminder, when this process restarts next week users must place all DTH-orders via the non-catalog route. Orders placed via the Marketplace to your home address cannot be transmitted in full to suppliers and will cause delays to receiving goods. Orders to University locations can continue to be placed via the Marketplace.

Furlough of staff funded from research grants

The Financial Implications Task Force has produced [a briefing note that provides guidance](#) on the processes that the University has put in place to furlough staff who are unable to work while employed on a research grant. This process will cover the period to 20 June 2020. A presentation on this topic will be given at the Research Grants User Group Meeting on 21st May

FUG – next meeting Fri 22 May

The next [Financial Users Group](#) meeting, which is to be held using [Microsoft Teams](#), at 10 am on Friday 22nd May. Click [here for the agenda](#), the draft minutes from 6th May will be available shortly. This is an open meeting and everyone is welcome, a link to join the virtual meeting is available to all in the agenda.