



## FOR UNIVERSITY STAFF

WEEK COMMENCING 9th MARCH 2020

ISSUE NO 228

### SEMINARS

#### WEDNESDAY SEMINAR



This week's Wednesday seminar will be hosted by Professor Raj Thakker and the speaker is Dr. Fadil Hannan of the University of Oxford.

The title of his talk is **"Establishment of the Oxford Centre for the Endocrinology of Human Lactation"**

The talk will begin promptly at 1pm in the Robert Turner Lecture Theatre, and sandwiches for those attending will be available from 12:45pm.

#### FRIDAY SEMINAR

This week's Friday seminar organised by the OCDEM Senior Academic Faculty will be 2 talks:

**"Targeting bromodomain and extra-terminal domain proteins as a novel therapeutic approach for pancreatic neuroendocrine tumours"** by Dr Omair Shariq

**Investigating the modulation of KRAS signalling in PNET and PDACs using epigenetic targeting compounds"** by Miss Katie English.

The talks will begin promptly at 1pm in the Robert Turner Lecture Theatre and sandwiches for those attending will be available from 12:45

#### MEDICAL GRAND ROUNDS

Thursday 12<sup>th</sup> March from 13:00 to 14:00

John Radcliffe Hospital, Lecture Theatre

**Emergency Medicine:**

**Clinical Biochemistry:** "FIT: fit for purpose?", Dr Brian Shine, Dr James East, Dr Brian Nicholson and Dr Tim James

Chair: Prof Hugh Watkins

## HEAD OF DEPARTMENT INDUCTION - REMINDER



The next Head of Department Induction with Professor Fredrik Karpe for all new staff and visitors will take place on this Tuesday 10th March at 2pm in the Small Seminar Room. All new staff and visitors should attend.

## CORONAVIRUS (COVID-19): ADVICE AND UPDATES

Please visit <http://www.ox.ac.uk/news-and-events/coronavirus-advice> for up to date information from the university in relation to Coronavirus.



**REMINDER -BRC YEAR END** – Please note that the last day for orders to be placed in relation to BRC Year 3 is **lunchtime this Friday**.

## PREWARNING EASTER DEADLINES

### Easter Deadlines March 2020



Due to the Easter bank holiday weekend, please see cut-off dates for purchase orders, expense claims, payment request forms, invoices and credit notes.

- Purchase Orders: All orders **must** be placed **by Tuesday 7 April 2020** orders will not be placed after that date until **Tuesday 14 April 2020**
  - **Deadline: Tuesday 7 April 2020**
- Invoices & Credit Notes: You must have completed and submitted any purchase invoices and credit notes requests to the finance team to process before the Easter deadline
  - **Deadline: Thursday 26 March 2020**
- Expense Claims and Payment Requests: Please submit all expense claims to the finance team to process before the Easter deadline
  - **Deadline Tuesday 24 March 2020**

*Please note the next payment run after the Easter break will be Friday 17 April 2020, which will credit supplier accounts on Wednesday 22 April*



## **INFORMATION SECURITY TRAINING**

This is to remind you that all staff **MUST ANNUALLY** complete the university **on line Information Security and Data Privacy Awareness course**.

The content of the course has been created in order to help you:

- Understand the importance of protecting data
- Understand data privacy rules
- Know how to safely access and share information
- Know how to keep your information safe in the office, at home, and in public places
- Know how to spot phishing
- Know how to use your own device to work securely
- Know how to report issues

Please go to [www.infosec.ox.ac.uk/module](http://www.infosec.ox.ac.uk/module) for quick access to the course.

Note that university passes will not be extended by OCDEM personnel unless employees have in date Information Security Training.

## **BACKING UP YOUR DATA TO THE HFS: THE UNIVERSITY'S BACKUP/ARCHIVE SERVICE**

The Hierarchical File Server (HFS) is a university-wide backup service, open to all postgraduates and all staff. This course will give you an introduction to backing up your data to the HFS, using software called Spectrum Protect (formerly Tivoli Storage Manager (TSM)). You will learn about the different types of backup account for which you can register; how to install Spectrum Protect; and how to back up and restore your data.

Wednesday 11/03/2020 9.15-12.15 Book

Free-of-charge

Please note: MacOS Catalina is not supported.



The next OCDEM Social Event will be held on this Friday 13<sup>th</sup> March at 15:30 in the Info Café Area. We look forward to seeing you there.

## MESSAGE FROM HARDEEP, ALEX AND JENNIFER

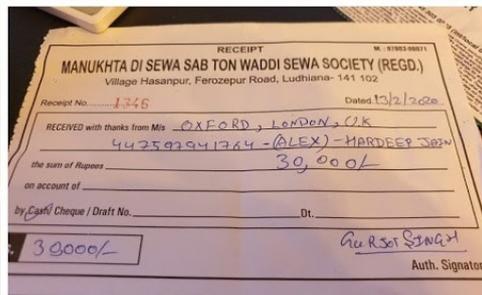
We managed to raise an astounding £1000 by selling samosas and cakes. Thanks to all you kind and generous people who donated (and ate)!

I have put together a very basic little newsletter to show you who your money went to.

### 1st donation.

In the Ludhiana area of the Punjab Northern India where Hardeep was born and brought up. This organisation provides shelter and food as well as much needed medication and hospital care. Most importantly love and compassion for the homeless poor and destitute of the area.

They do not accept money but instead have a requirements board where things needed are listed. Requirements are many and varied from a digital clock to medications. We decided to pay some of the considerable hospital bill, to do this we went to the local hospital.



**2nd donation.**

Pingalwara (literally a home of the cripple) this organisation's base is in Amritsar very close to the Golden Temple, it was set up in 1947 by Bhagat Puran Singh. The basic tenant of this organisation is Moral Responsibility. Every sick person who is physically unfit to earn his livelihood has the divine right to be looked after through men and organisations working in the field of social service and charity.

The unit we visited housed 153 women young and old with diabetes and or mental health problems. There were several units throughout the city, including one for children (newborn babies are often left within the Golden Temple) here the children are cared for and educated.

After visiting this unit we had to scarily cross a very busy indian road to make our Donation.

Z-2019-2020 No. **105126** Date.. 15/12/2020

**पिंगलवारा पिंगलवारा**  
गुरुद्वारा गुरुद्वारा

ALL INDIA PINGALWARA CHARITABLE SOCIETY (REGD.)  
Tehsilpura, G.T. Road, AMRITSAR-143 001. (Regd. No. 130 of 1957-57)  
Ph.: 0183- 2584586, 2584713, Fax : 2584586. (M) 097814 43140  
E-mail : pingalwara57@gmail.com • Website : www.pingalwara.org  
Donations Are Exempted U/S. 80-G(5)(VI) of the I.T. Act, 1961 as extended  
Perpetuity Vide Letter No. CIT-II/Asr/ITO(Tech)/2011-12/4730 Dated 11/12-01-2012

Charitable Society (Regd.)  
RECEPTION  
ENQUIRY  
OFFICE

PAN NO. AAATA 2237 R  
पंजी रसीद/PUKKI RECEIPT

Received from..... **Hardeep, Alex, Jen**

**OX 14 1NH**  
**50** in **Keymer Close**  
**Abingdon Oxfordshire UK**

Cash/Cheque/Online.....

Sum of Rs. in words..... **Thirty Thousand Seven Hundred only**

Rs. 

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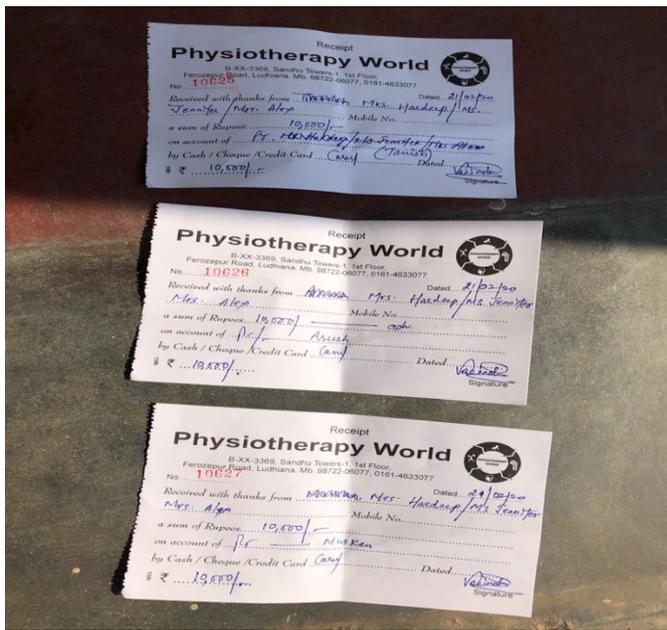
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AUTHORISED SIGNATORY

### 3rd donation

Unfortunately I had come back to UK before this donation was made, I can tell you it went to a Physiotherapy Clinic in Ludihana (Hardeep was a physio assistant when she lived in India).



Thank you again for your donations they have been truly appreciated.