

Date: 28/03/2020

OFFICE MEMORANDUM

In continuation of the Office Memorandum dated 22/03/2020, in order to take effective measures so as to prevent the spread COVID-19 in the Country and in light of the Order issued by Ministry of Home Affairs, GoI vide No. 40-3/2020-DM-I(A) dated 24/03/2020 (a copy attached), it is further to notify that all the Departments/Offices/Sections of the University shall remain closed till 14/04/2020, however, concerned faculty members/Officials/staff/sections who are associated with the emergency services (such as sanitary, water supply, electricity, medical facility, security, etc.) shall be available for discharging the duties, maintaining the necessary precautions due to pandemic COVID-19.

All faculty members/Officials/staff are advised to work from home till 14/04/2020 and they must do the needful for discharging their duties and monitor the ongoing activities/works of the University. They must be also available in the headquarters so that they should be contacted through mobile/email, etc. in case of emergency. In case of unavoidable situation, an appropriate leave application has to be submitted by the employee of the University.

In view of the above, all the HODs, Deans, Officers, Section Heads, DSW, Chief Warden, Proctor, Medical Officer etc., are hereby informed to take necessary action in this regard.

By order
Registrar (Acting)
GGV, Bilaspur

Copy to:

1. PS to Vice-Chancellor for kind information to Hon'ble Vice-Chancellor.
2. P.A. to Registrar for information and necessary action.
3. All Deans of School of Studies for information and necessary action.
4. The Coordinator, IT Cell with a request to update this OM on the University website.
5. All officers/section heads for information and necessary action.
6. All Head of Department for information and necessary action.
7. Chief Warden for information and necessary action.
8. Dean Student Welfare for information and necessary action.
9. Proctor for information and necessary action.
10. Medical Officer for information and necessary action.
11. Office copy