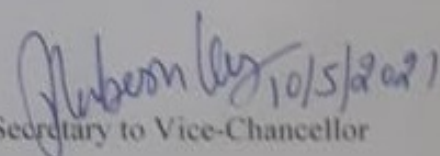


Guru Jambheshwar University of Science and Technology, Hisar 125001

In pursuance of the order of the Chief Secretary of Government of Haryana issued vide No.DMC-SPO-2020/5439 dated 09.05.2021 and Department of Technical Education issued vide letter No. DTE/2021-admin-II/1126-75 dated 4.5.2021 regarding "Mahamari Alert-Surakshit Haryana", instructions regarding closure of Technical Universities and to take preventive measures to contain the spread of COVID-19.

In view of health and safety of employees of the university, it is notified that the following directions to be implemented by all the offices/ UTDs of the university till 17th May, 2021 (5.00 a.m.) :

- i. The University will remain close for the students for offline classes and examinations. Hostels will also not operate.
- ii. All officers of the level of the Deans/Chairpersons/ Directors/DRs/ARs, Head of Offices, equivalent and above are to attend their emails/WhatsApp.
- iii. All the teaching classes and examinations should be continued in online mode as per time table and date-sheet.
- iv. Teachers should remain in touch with their Ph.D students and Project work students in online mode.
- v. The Chairpersons/Directors/Office In-charge can call staff as and when required for urgent work. E. Passes can be issued through <https://edisha.gov.in/eforms/hrmovepass>
- vi. The staff will make themselves available on telephone and other electronics means of communication at all times from their residence and work from home.
- vii. The staff residing in the containment zones shall continue to be exempted from coming to office even if required till the containment zone is de-notified.
- viii. Meetings will be conducted only through video conferencing/online mode.
- ix. Entry of the outsiders/visitors in the university campus to be curtailed.
- x. Crowding in any form is not allowed.
- xi. If anybody is not feeling well then do not attend the office on that date.
- xii. All employees of the age of 18 years and above are advised to get themselves vaccinated.
- xiii. All staff who attend office shall strictly follow the Covid appropriate behavior including wearing of mask, physical distancing, use of sanitizer and frequently hand washing with soap and water.


Secretary to Vice-Chancellor

The above guidelines are issued after the approval of Vice Chancellor.

To: Registrar

: All Deans, Directors, Chairpersons, and Branch Officers