

RAJIV GANDHI UNIVERSITY
RONO HILLS, DOIMUKH

No. RGU/REG/COVID-19/1/20

10th May, 2021

OFFICE ORDER

In continuation to earlier Notification of even number dated 8th May 2021, for the smooth functioning of the University Offices / Departments / Institutes, the following advisories shall be strictly followed by the employees (teaching and non-teaching):

1. All employees shall work from home online and must be available on telephone and any alternative means for official work / consultations.
2. No employees shall leave the HQ/Station without appropriate leave and prior approval from the competent authority.
3. Any absence from the HQ/Station during the lockdown period without the approval of the competent authority will attract disciplinary action under appropriate rules and they will be treated as leave of absence.

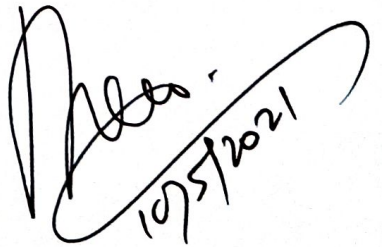
The aforesaid instructions are issued for strict compliance.

This is issued with the approval of the Vice Chancellor.

Sd/-
Registrar

Copy to:

1. PS to Vice-Chancellor for information.
2. PA to Pro Vice Chancellor for information.
3. All Deans of Faculties / Dean, Academic Affairs for information.
4. DSW for information and wide circulation among the students.
5. All Heads / Directors of the Departments / Institutes for information and wide circulation.
6. All Branch Heads for information and wide circulation.
7. All faculty members for information.
8. Joint Director (CC) for information and request to upload the same on the university website.
9. All members of Covid-19 Task Force Monitoring Committee for information.
10. All non-teaching employees for information.
11. All Notice Boards.
12. Office copy.


(Dr. N.T. Rikam)
Registrar