

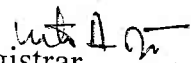
# UNIVERSITY OF JAMMU

## ORDER

Pursuant to the Guidelines /Instructions on lockdown measures in the UT of J&K issued by the Chairperson, State Executive Committee vide order No: DMRRR/PS/Secy/552/2020 dated 31.8.2020 and to ensure the safety of the employees, the order issued by the Registry vide No. Estab/20/4265-4364 dated 27.08.2020 is now modified as under, till further orders.

1. To contain the spread of Coronavirus disease (COVID-19) , all employees residing in declared containment zones are advised to work from home with intimation to their respective controlling officers.
2. In sync with the announced lockdown measures and the Disaster Management Act, 2005, the attendance of non-teaching employees to their respective place of work is restricted to 50%. Further, to ensure the smooth working of the academic and administrative tasks, all the Rectors/HoDs/Directors/Branch Heads/Officers shall prepare a rotational roster plan and accordingly ensure their staff attendance.

By order,

  
Registrar 11/9/20

No. Estab/20/ 4495-5494.  
Dated:01/09/2020 01-09-20

Copy to:

1. Special Secretary to the Vice-Chancellor for kind information of the Vice-Chancellor please
2. Sr. P.A. to the Dean Academic Affairs/Dean Research Studies/Dean Planning & Development/ Registrar/ Controller of Examinations/DCD/DDE/DIQA for information
3. All Rectors / Directors of the Offsite Campuses of the University
4. Dean Students Welfare/Provosts (Boys/Girls Hostels)/Dean Students Placement/I/c Librarian (Dhanvantri Library)
5. All Heads/Directors of the Teaching Departments of the University
6. I/c Administrator, General Zorawar Singh Auditorium
7. Sr. P.A. to the Joint Registrar (Finance/ CDC)
8. I/c Computer Centre / I/c University Website/Coordinator Campuses
9. Programme Coordinator (NSS)
10. All Wardens of University Hostels
11. All Dy. Registrars/SE/EXEN/ I/c Media Cell / Manager Guest House
12. Chief Medical Officer
13. All Assistant Registrars
14. Chief Security Officer
15. All Sections/Guard File
16. Manager Guest House
17. Security Officer
18. All Sections
19. Guard File