



# ओड़िशा केन्द्रीय विश्वविद्यालय, कोरापुट

(केन्द्रीय विश्वविद्यालय अधिनियम 2009 के तहत स्थापित )

## Central University of Odisha, Koraput

(Established Under the Central Universities Act, 2009)

Ref. No. CUO/Admn./Reg/OO/02

Date: 16-04-2020

### OFFICE ORDER

Whereas, the Revenue and Disaster Management Department in Govt. of Odisha vide Order No. 2135/R& DM (DM) dated 9<sup>th</sup> April 2020 extended the lockdown in the State of Odisha until midnight of 30<sup>th</sup> April, 2020;

Whereas, the Ministry of Home Affairs, Govt. of India, vide aOrder No. 40-3/2020-DM-I(A) dated 15<sup>th</sup> April 2020 further extended the nationwide lockdown up to 3<sup>rd</sup> May, 2020 for containment of COVID-19 epidemic in the country; And,

Whereas, after thorough assessment of the pending as well as the exigencies of work related to CUCET-2020, Tri-partite MoU, RBE & F/A preparedness, UGC/MHRD queries/instructions, RTI applications, Recruitment process, and maintenance of essential services, it is felt necessary for minimal number of Non-Teaching staff to attend office;

**Therefore, in continuation of earlier Office Orders dated 13-03-2020, 19-03-2020, and 23-03-2020, it is further brought to the notice of all stakeholders that**

- (1) The Central University of Odisha shall remain closed till 3<sup>rd</sup> May 2020.
- (2) Online teaching shall continue to maintain the academic schedule.
- (3) The office of the University, however, shall function with 100% attendance of Deputy Secretary and above level officers. Remaining officers and staff shall attend upto 33% as per requirement.
- (4) Only bare minimum number of officers and staff below the Deputy Secretary level, as per the weekly duty roster prepared by respective Section Heads, shall attend duty wef 20<sup>th</sup> April 2020.
- (5) Officers and staff attending office shall ensure social distancing and advice/instruction on sanitation/preventing measures issued by the Govt/UGC from time to time.
- (6) There shall be strict ban on gutka, tobacco etc.; spitting is strictly prohibited.
- (7) Those who are working from home on a particular day shall make themselves available on telephone and electronic means of communication and shall attend office if called for any urgency.

Issued with the approval of the Vice-Chancellor.

  
(Asit K. Das)  
REGISTRAR

Copy for information and immediate necessary action to all stakeholders.