

# CENTRAL UNIVERSITY OF ODISHA, KORAPUT

## OFFICE OF THE NODAL OFFICER COVID19

### **OFFICE ORDER, DATE: 27.09.2021**


This to inform all students, teaching and non-teaching staff of the University that in pursuance to the emergency meeting held on 22.09.2021 to review the situation and take further appropriate measures to restrain the spread of Covid-19 in the University Campus following decision have been taken by the University:-

1. Any staff suffers Covid19 symptom such as high temperature/nausea/running nose/fever/cough & cold should inform the reporting Officer as well as Nodal Officer, Covid19. He/she must consult the Doctor and get Covid-19 RTPCR test. He/she should not come to Office and will be allowed work from home till getting the test report.
2. Those are giving swap for Covid-19 test they must forward the registration message received to Nodal Officer, Covid-19.
3. Those are found positive they will be take necessary measure as per the advice of the Medical Doctor. He will join the Office after submitting medical certificated from the Doctor. He/She will be allowed leave during the period as prescribed by the Govt. of India.
4. All teaching and non-teaching staff and students are informed to take 2<sup>nd</sup> dose Covid-19 vaccination and submit final dose certificate to the Nodal Officer, Covid19 by email to [pro@cuo.ac.in](mailto:pro@cuo.ac.in) or hard copy in person.
5. Students must submit their vaccination certificate to the respective HoD(s) and the Department will keep the records and forward a copy of the same to the Nodal Officer, Covid19.
6. General Directives and National Directives for Covid19 Management shall be strictly followed throughout the campus.
  - i. **Face coverings:** Wearing of face cover is compulsory in public places; in workplaces; and during transport.
  - ii. **Social distancing:** Individuals must maintain a minimum distance of 6 feet (2 goz ki doori) in public places.
  - iii. **Spitting in public places** will be punishable with fine, as may be prescribed by the State/ UT local authority in accordance with its laws, rules or regulations.  
**Additional directives for Work Places**
  - iv. **Work from home (WfH):** As far as possible the practice of WfH should be followed.
  - v. **Staggering of work/ business** hours will be followed in offices, work places, class rooms and in campus.
  - v. **Screening & hygiene:** Provision for thermal scanning, hand wash or sanitizer will be made at all entry points and of hand wash or sanitizer at exit points and common areas.
  - vi. **Frequent sanitization** of entire workplace, common facilities and all points which come into human contact e.g. Door handles etc. will be ensured, including between shifts.
  - vii. **Social distancing:** All persons in charge of work places will ensure adequate distance between students and other staff.

7. Physical mode of official meeting/conference/workshops/seminar will be avoided till further order.
8. Examination will be held on physical mode with strict follow of Covid19 protocols.
9. Covid-19 protocol will be strictly observed in the University campus including Guest House, Offices, Hostels, Libraries and all Academic Departments.
10. While classes in physical mode utmost care need to be taken for social distancing and follow up of COVID-19 protocol.
11. While moving in buses to and out of the campus, strict COVID-19 protocol to be followed up.
12. Any violation fine of Rs.200 will be imposed on violator. In addition, any person found violating this order shall be punished under the provisions of the Disaster Management Act, 2005 and other relevant laws. Security Officer will be empowered to maintain General Directives and National Directives for Covid19 Management in the campus.
13. SOP for operation of classes in physical mode is attached with this order (Annexure-1)

All are requested to follow the above order with letter and spirit to restrain the spread of Covid-19 in the University Campus.

This is issued with the approval of Vice-Chancellor I/c.



27.09.21

Dr. PhagunathBhoi  
PRO & Nodal Officer Covid19

Copy to:

1. Dean, SBCNR
2. Registrar
3. Finance Officer
4. CoE
5. Visiting Professors
6. All HoD(s)/HoD I/c(s) with a request to circulate the OO among the students and faculty members of their respective departments
7. DSW I/c.
8. Chief Warden/Warden(s)
9. Asst. Librarian
10. Asst. Engineer/OIC Maintenance/ OSD Admin.
11. All members concerned
12. Convener, Website management Committee to upload on the CUO Website /SMC for Social Media
13. SMC with a request to upload the OO in Whatsapp group
14. P.S to VC for kind information of the Hon'ble Vice-Chancellor
15. Sr. Technical Assistant for technical support
16. Security Officer(s)
17. Notice Board
18. Subject File

**Circulation: Standards**