



## ASSAM UNIVERSITY::SILCHAR NOTICE

In pursuance of the guidelines issued by Ministry of Education vide F.No.44011/2/2021-E-IV dated 16<sup>th</sup> April 2021; OM issued by DoPT vide F.No.11013/9/2014-Estt.A-III dated 19<sup>th</sup> April 2021 and Order issued by Government of Assam vide No. ASDMA.28/2021/11 dated 20<sup>th</sup> April 2021 on preventive measures to contain the spread of Novel Corona virus (COVID-19); the following guidelines have been framed for necessary compliance by all concerned:

1. **Restricted entry for visitors:** Strict restriction for entry into campus except for employees and research scholars is to be observed. Visitors shall have to obtain online pass for entry into campus which will be made available from 1<sup>st</sup> May 2021 onwards.
2. **Compulsory wearing of masks:** Wearing of mask is mandatory for all in the campus. No entry shall be permitted without masks. If anybody is found to be not using masks properly in campus then action as per law may be initiated against concerned person.
3. **Thermal Checking at main gate of the University:** Mandatory thermal checking shall be done at the gate. All are expected to co-operate. Employees/Visitors/Students having temperature or symptoms of COVID 19 should self isolate and undertake COVID 19 test.
4. **Physical conduct of meeting:** For conduct of physical/offline meeting in closed rooms by more than 5 members permission is to be obtained from Vice-Chancellor.
5. **Canteen Operations:** Campus canteens are to supply food only in packets. All sitting arrangements in canteen to be dismantled/done away with temporarily.
6. **Visit to outside campus by Hostel dwellers:** Visit to nearby market or outside campus by hostel dwellers (i.e Research scholars staying in hostels) is to be avoided. In emergency need, the hostel dwellers are expected to take written permission from respective Wardens.
7. **Medical service:** In order to ensure safety of medical/paramedical staff of the University, the medical assistance to students staying outside campus shall be extended normally only if the concerned student submits COVID negative certificate done in past 48 hours.
8. **Office Hours:** In view of directives of the State for closing of shop by 6 PM, the Office hours is advanced by 30 minutes and there shall be no separate break for tiffin. Accordingly, buses shall leave the campus at 4:30 PM from 26<sup>th</sup> April 2021.
9. **Testing of COVID 19 as per directives of State Government:** In view of directive of the State Government to initiate testing of employees for COVID 19, a 3-member Committee is constituted as follows to frame the modalities for the same.
  - i. Prof. Supratim Roy, Chairperson.
  - ii. Dr. Amitabha Bhattacharjee, Assistant Professor – Member
  - iii. Dr. Darshana Patoa - Member Convenor.The Committee shall decide about modalities for arranging testing and submit report within 7 days for further action by Assam University Administration.
10. **Work from home:** In-view of work load and emergency need for various services, it is difficult to permit 50% of staff to work from home. Further, the office is yet to be automated to the extent necessary to ensure smooth service by an employee from home. The SO's/ARs/DRs/ALs/DL are authorized to further deliberate and work-out a feasible solution so that there arises no major disturbance in rendering services to the stake holders by the University, if employees are permitted to work from home. Pregnant women employees and women with children of 5 years or below are allowed to work from home with prior intimation. The concerned employee is to be available on call during working hours.

11. **Summer break:** There shall be no change in schedule of Summer break for Academic Departments of Assam University and its affiliated Colleges as already notified vide Holiday List NO. 113/7/94-Pers.(Part)/5(029-229) dated 22<sup>nd</sup> December 2020.
12. **Conduct of online classes of the University:** Online classes for different courses of the University shall continue.

Serial number 1,3,4,5,6,7, 8, 10 and 12 shall remain in force till June 30, 2021. Serial number 2 shall continue. Further, review/extension, if necessary shall be done in course of time



Dr. Pradosh Kiran Nath  
Registrar  
Assam University, Silchar  
Dated : 22.04.2021

F.No.AUR/21-1/2020/69

Copy to:

1. PVC(AUDC)/(AUS) for information
2. All Deans/HoDs for information
3. All Principals of Affiliated Colleges for information
4. All Wardens/DSW/Proctor for information.
5. Librarian/COE/DCDC/DIQAC/DDS/Admin Incharge (Health Centre) for information and n/a.
6. PS to VC for information of VC
7. AR/SO (Estate) and EE for information and necessary action.
8. PS to VC for information of VC
9. Security Officer for information and necessary action
10. Director, Computer Centre for uploading in University website.



Registrar