



विश्वविद्यालय अनुदान आयोग

प्रो. राजनीश जैन
सचिव
Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव सहायन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

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F.No.1-14/2020(Website)

21/03/2020

Subject: Preventive measures to achieve 'Social Distancing' - Permission to Teaching and Non-Teaching staff to work from home

Reference: Secy(HE)/MHRD/2020 letter dated 21/03/2020

Respected Madam Sir,

In continuation of UGC's letter dated 19th March, 2020 whereby all the ongoing examinations and evaluation work were required to be postponed till 31.03.2020 in the light of Novel Coronavirus (COVID-19), a communication dated 21st March, 2020, reference above, has been received from the Secretary, Higher Education, Ministry of Human Resource Development. In order to ensure safety of the Faculty members / Researchers / Non-Teaching staff of Higher Education Institutions, the following further precautions should be taken:

1. Faculty members/Researchers/Non-Teaching staff under your University should be permitted and advised to work from home till 31.03.2020.
2. Faculty members/Researchers should utilise this period for various academic activities such as:
 - a) Development of on-line content, on-line teaching and on-line evaluation.
 - b) Prepare lesson plan and develop instructional material for the courses to be offered during next academic year/ next semester.
 - c) Carry on Research
 - d) Write articles, papers etc.
 - e) Prepare innovative questions for "Question Bank".
 - f) Prepare innovative projects on "Ek Bharat Shreshtha Bharat" and other topics.
3. The said period shall be counted as being on duty for all the Faculty members/Researchers/Non-Teaching staff including Ad-hoc and contract Teachers whose contracts are valid at least upto 31.03.2020.

4. Students, who are still in the hostels, particularly foreign students, should be allowed to continue in their hostels and advised to take all necessary safety precaution.

All the Faculty members/Researchers/Non-Teaching staff should provide their contact details i.e. Mobile No, e-mail id etc. to their institutions so that they may be contacted in case of emergency.

With kind regards,

Yours sincerely,



(Rajnish Jain)

To

The Vice Chancellors of All Universities

अमित खरे, भा.प्र.से.
सचिव

AMIT KHARE, IAS
Secretary

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दूरस्थे वदते

भारत सरकार

Government of India

मानव संसाधन विकास मंत्रालय

Ministry of Human Resource Development

उच्चतर शिक्षा विभाग / स्कूल शिक्षा एवं साक्षरता विभाग

Departments of Higher Education/

School Education & Literacy

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127 'C' Wing, Shastri Bhawan, New Delhi-110 001

D.O. No. Secy(HE)/MHRD/2020

21st March, 2020

Chairman, UGC
Chairman, AICTE
Chairperson, NCTE
Chairperson, CBSE
Director General, NTA
Chairman, NIOS
All Autonomous organization under MHRD.

Subject:- Preventive measures to achieve "social distancing" - permission to teaching and non-teaching staff to work from home

Dear

Kindly refer to my previous D.O. No. Secy(HR)/MHRD/2020 Dt 18.03.2020 whereby all on-going examinations and evaluation work were required to be postponed till 31.03.2020.

2. In order to ensure safety of the Faculty members/Teachers/Researchers/Non-Teaching staff of educational institutions, the following further precautions, should be taken:

- i) Faculty members/Teachers/Researchers/Non-Teaching staff under your organisation should be permitted and advised to work from home till 31.03.2020.
- ii) Faculty members/Teachers/Researchers should utilise this period for various academic activities such as:
 - a. Development of on-line content, on-line teaching and on-line evaluation.
 - b. Prepare lesson plan and develop instructional material for the courses to be offered during next academic year/next semester.
 - c. Carry on research.
 - d. Write articles, papers etc.
 - e. Prepare innovative questions for "Question Bank".
 - f. Prepare innovative projects on "Ek bharat Shrestha Bharat" and other topics.

- iii) The said period shall be counted as being on duty for all Faculty members/Teachers/Researchers/Non-teaching staff including Ad-hoc and contract Teachers whose contracts are valid at least upto 31.03.2020.
- iv) Students, who are still in the hostels, particularly foreign students, should be allowed to continue in their hostels and advised to take all necessary safety precaution.

3. All Faculty members/Teachers/Researchers/Non-teaching staff should provide their contact details i.e Mobile No., email id, etc to their institutions so that they may be contacted in case of emergency.

With regards,

Yours sincerely,

Amit Khare
21/3/2020
(Amit Khare)

Copy to the Chief Secretary of all States and UTs with a request to consider similar guidelines for the educational institutions under their control

Amit Khare
21/3/2020