

INDIRA GANDHI NATIONAL OPEN UNIVERSITY  
(GENERAL ADMINISTRATION-III)

F.No. IG/HK/2020/67/9287

Dated: 21st March, 2020

C I R C U L A R

**Subject: Preventive measures to achieve 'Social Distancing'- Permission to Faculty Members/Teachers/Academics/Researchers/Non-teaching staff to work from home.**

Ref: MHRD Letter D.O. No. Secy(HE)/MHRD/2020 dated 21<sup>st</sup> March, 2020.

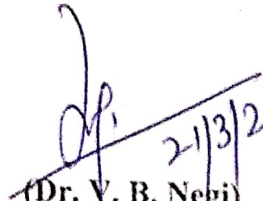
This is with reference to the directions received from MHRD vide D.O. No. Secy(HE)/MHRD/2020 dated 21<sup>st</sup> March 2020.

2. Accordingly, with the approval of the Competent Authority, for the safety of Faculty Members/Teachers/Academics/Researchers/Non-teaching staff of the University, the following precautions have been taken:

- i. The Faculty Members/Teachers/Academics/Researchers/Non-teaching staff of the University including at RCs/RECs are permitted and advised to work from home till 31<sup>st</sup> March 2020.
- ii. The Faculty Members/Teachers/Academics of the University should utilise this period for the various academic activities such as:
  - a. Development of Online content, online teaching and online 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.
  - g. Ongoing works/assignments
- iii. The said period shall be counted as being on duty for all Faculty Members/Teachers/Academics/Researchers/Non-teaching staff including Ad-hoc/Contractual/Outsourced staff whose contracts are valid at least upto 31.03.2020.
- iv. Students if any, who are still in the Guest House, particularly foreign students are allowed to continue in Guest House taking all necessary safety precaution.

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

This issues with the approval of the Competent Authority.

  
(Dr. V. B. Negi)  
Registrar (Admin.) I/c

Distribution:

1. All Heads of the Schools/Divisions/Units/Centres/Cells/RCs/RECs.
  2. DD, VCO
  3. PS to PVCs
- } For information please.