



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हमीरपुर (हि.प्र.) - 177 005 (भारत)
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HAMIRPUR (H.P.) - 177 005 (INDIA)
(An Institute of National Importance under Ministry of HRD)



{OFFICE OF THE REGISTRAR}

NOTICE

In pursuance of the order No. 40-3/2020-DM-I(A) dated May 30, 2020(copy enclosed), of the Ministry of Home Affairs, Government of India and order no. Per(AP-B)B(15)-19/2020 dated 31/5/2020, Department of Personal, Government of Himachal Pradesh, the following is notified to all concerned for information and compliance:

1. Summer Vacation for faculty and students comes to an end on 31.05.2020. Evaluation for final year UG & PG Students and Research Scholars in the final stage of their PhD Programme will be held as notified by the Dean [Academic].
However, all in-campus students related activities [including academic and research] for U.G., P.G. and PhD students will continue to remain suspended till further notice.
2. All offices will function with full strength w.e.f. 01.06.2020. However, places of mass/ public gathering such as; Canteen, Hostels & Library (Reading Room) will not be opened. It is also clarified that offices of Hostels & Library will open and all Officers/staff are required to attend their respective offices.
3. Presence of all Non-faculty Officers/Staff and those deployed through outsourcing agencies is mandatory.
4. Academic departments will open for administrative, academic planning & research purposes for faculty only. However, no student shall be allowed to enter the Department/Section/Hostel/Library and no academic/research activity involving student(s) be permitted (in terms of Ministry of Home Affairs guidelines regarding educational institutions).
5. All Head of Departments/Deans/Section In-charges shall ensure that 100% of staff attend offices at staggered timings, by maintaining a separate register thus avoiding biometric attendance, as given below:-
Non faculty staff - 10.00am -5.00pm
Faculty staff - 10.30am-5.30pm
Outsourced staff - as per their specified schedule
6. The Heads of the Departments/Deans/Section In-charges shall ensure that employees attending various offices during this period take all necessary precautionary measures and to follow all advisories and health guidelines issued by the Government of India from time to time.

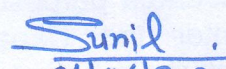
All are also advised to take special care for the following, in addition to advisory and precautionary measures notified by the Government of India/Institute from time to time:

- a) Maintaining proper physical distance/Following Social distancing norms
 - b) Wearing of Face-masks at all the times.
 - c) Spitting in the Campus premises is strictly prohibited.
 - d) Installation of *Aarogya Setu* App in their mobile phones.
7. From 1st June onwards, every faculty member has to be present in station other than those who are on any other authorized leave. Faculty members/staff members outstation shall have to apply for any kind of leave due w.e.f. 1/6/2020.
8. In supersession of earlier orders in this regard, if any faculty/staff needs to go on leave or outstation, he/she has to seek, permission for station leaving alongwith separate leave application, from competent authority forwarded through their Head of Department/Sections.

The above guidelines will not apply to those, who are residing in Containment Zones declared by the District Authorities. However, all such employees, who are not able to attend office because of their stay in the Containment Zones, will be required to submit the notification issued by the District Authorities in this regard, for each day of absence. Such employees at all times must be available on the mobile phone, WhatsApp and other electronic means of communications and also remain fully prepared to attend office for emergency duty in exigencies, for which they would be electronically informed through telephone/mobile or e-mail/WhatsApp only.

Necessary updates will be communicated through the Institute website. All are requested to visit the Institute website from time to time for necessary updates.

This issues with the approval of the Competent Authority.


01/06/2020
REGISTRAR
NIT HAMIRPUR (HP)
Dated: 01-06-2020

No. NIT/HMR/Admn/Covid-19/2020/3059-80

Copy to:-

1. Director for his kind information, please.
2. All Deans/ HODs for information.
3. Chief Warden (Hostels) for information.
4. All Branch Officers for information.
5. Faculty In-charge (CC) for information and necessary action.