

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
MAIDAN GARHI, NEW DELHI-110068
(ADMINISTRATION DIVISION)**

F.No. IG/Admn./Registrar/2021/ **3226**
Dated: 20th April, 2021

C I R C U L A R

Sub.: Preventive measures to contain the spread of COVID-19 - regarding

In view of the continued increase in COVID-19 cases all over the Country and in continuation to this Office Order No. F.No. IG/Admn/2021/3224 dated 18.04.2021 and Office Order No. IG/Admn./2021/3225 dated 19.04.2021, the Lockdown orders issued by the Government of Delhi vide Order No. F.2/07/2020/pt.file-III/381 dated 19.04.2021 and other orders issued by different States; the University has decided to close all the Offices/Schools/Regional Centres and Regional Evaluation Centres from 22.04.2021 to 23.04.2021 in order to contain the spread of COVID-19.

All essential services will remain functional. In-Charge of the following Departments/Sections must ensure that the following services remain functional as usual:

Sl. No.	Department/Section	Status
1.	Security	Fully Operational
2.	Health Centre	Fully Operational
3.	Housekeeping	Fully Operational to ensure sanitation and allied services (except Saturday & Sunday)
4.	CMD	Electricity & Water Services etc.

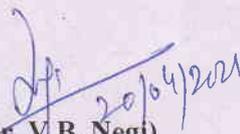
All important and urgent work may be done as per requirement and online counseling will be held as per the schedule.

All the Faculty/Academic/Staff stationed at Headquarters/RCS/RECs may be called during exigencies to attend the office. The Directors of Schools/Heads of Divisions/Units/Centres/Cells/RCS/RECs may call any staff, including outsourced staff, as per the requirement.

Further, all staff, including teaching, academic and non-teaching employees posted at the Schools/Divisions/Units/Centres/Cells/Regional Centres/RECs of the University are also hereby instructed not to leave the station without prior permission of the Competent Authority and such person shall be treated on leave due to him/her (EL/CL).

This order is issued with the approval of the Competent Authority.

“Stay Safe and Healthy”


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

Distribution:

1. Directors of Schools/HODs/Centre/Units/Cells
2. All Regional Directors/In-Charges of Regional Centres/RECs
3. DD, VCO – for kind information of the Hon'ble Vice-Chancellor
4. PS to all PVCs
5. PS to Registrar (Admn.)
6. Head, Computer Division – with a request to upload the Circular on the University website and forward a copy of the circular on the e-mail id of all the employees.
7. Circular File
8. Office Copy