



गुजरात केन्द्रीय विश्वविद्यालय

(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

CENTRAL UNIVERSITY OF GUJARAT

(Established by an Act of Parliament of India, No 25 of 2009)

F.No.1-61/2014-Admn.

28/06/2020

Circular No. 23/2020-21

Sub: Preventive Measures for COVID-19 at Central University of Gujarat (CUG)-reg.

- Ref.:**
- 1 CUG Circular No. 12 dated 19/05/2020 regarding Opening of Administrative Office.
 - 2 CUG Circular No. 15 dated 31/05/2020 regarding Extension of Lockdown.
 - 3 CUG Circular No. 21 dated 24/06/2020 regarding Preventive measures.
 - 4 Approval of Hon'ble Vice Chancellor dated 28/06/2020

In continuation of various Circulars issued from CUG related to measures to be observed to contain the spread of COVID-19 in workplace, I am directed to convey that the following guidelines are to be strictly observed by all staff members of the University:-

1. All staff members must follow social distancing norms and use face masks at workplace at all the times. All teaching and non-teaching staff are requested not to visit personally any office other than their place of work for any reason. They should submit their request/proposal and requirement online through emails as far as possible. Faculty members/Officers/ Staff will use intercom/ phone / video conferencing for interactions.
2. All staff members are advised to take utmost care of their health and in case of any type of symptom like cough/fever/ respiratory symptoms/uneasiness, they should leave the workplace immediately after informing their reporting officers and in such cases they are advised to do work from home.

All staff and students are requested to follow the guidelines/advisories issued by Government of India, MHRD and UGC, as well as Circulars issued by our university from time to time, which are uploaded regularly on the website of the University.

Further, all are requested to kindly visit University website regularly for further instructions and updates.

Sd/xxx
Registrar (Offg.)

Copy to:

1. All Deans (By email)
2. DSW (By email)
3. Provost (By email)
4. Proctor (By email)
5. FO (Offg.) (By email)
6. CoE (Offg.) (By email)
7. All DRs/ARs (By email)
8. Estate Officer (By email)
9. All Chairpersons/Coordinators of Centre (By Email)
10. All Teaching and Non-Teaching Staff (By Email)
11. ICT Chairperson – **with a request to upload this circular on the University website**
12. Office of the DSW – **Kindly this circular may be sent to all Students**
13. Professor I/C Library (By email)
14. All Wardens (By email)
15. PA to VC – **for kind information of the Hon'ble Vice Chancellor**
16. Finance & Accounts Dept. (By email)
17. Admission & Evaluation Dept. (By email)
18. Academic and Authorities Section
19. Estate Department
20. All Notice Boards, Sec-29 & 30 Campus
21. Circular file



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