



कुलसचिव
Registrar

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(THIS IS AN EMAIL, HENCE NOT SIGNED)

No. R/2020/7/438

13 April 2020

OFFICE ORDER

1. The Hon'ble Vice Chancellor has ordered to constitute a Committee consisting of following to **Plan and Execute the Plan of Action as regards to Sanitization and Medical Check Ups**, as per points mentioned in Plan of Action Document submitted to MHRD vide our letter dated 10 April 2020:-

- (a) Chairperson - Prof Sanjay Jain.
- (b) Members.
- (i) Prof AD Sharma, DoSA.
 - (ii) Prof Ashish Verma, Proctor & CSO.
 - (iii) Prof Naveen Kango.
 - (iv) Prof DK Nema.
 - (v) Prof Umesh Patil.
 - (vi) Dr Pushpal Ghosh.
 - (vii) Dr CP Upadhyay.
 - (viii) Dr Kiran Maheswari, Med Officer.
 - (ix) Sh AK Tiwari, UE.
 - (x) Dr Bhupendra Kumar Patel, Med Officer - Member Secretary.

2. The Committee will have the mandate to:-

- (a) work out the total requirement of material & medical stores (Sanitizers, disinfectants and other medical equipments/accessories/implements etc) required for sanitization and medical screening of all new entrants to the University Campus from overseas (if any)/other cities/Sagar City Municipal limits etc, with estimated financial outlay for the said tasks.
- (b) work out the improvements proposed in existing Health center to meet contingencies, such as Covid-19 pandemic, with estimated financial outlay for the said improvements proposed.

3. The Committee will **work out Detailed Plan, also oversee Execution of Sanitization in University Campus** (especially in classes, lecture halls, examination halls, hostels, offices, common facilities etc) and **medical checkup of all students/teachers/non teaching staff arriving from out of station and from Sagar city**, once the Lock Down is lifted and class room teaching commence.

4. The Committee will peruse the Action Plan submitted by the Vishwavidyalaya to MHRD through letter dated 10 April 2020 and ensure all measures, with regards to Sanitization, medical checkup, provisioning of disinfectants and associated material etc are **implemented in such a manner that there are no scope of any dissemination of Corona Virus (Covid-19 disease) among anyone in the Campus.**

5. The Committee will **keep updated the Hon'ble VC on the various issues from time to time**, with periodic reviews undertaken by the Committee.

By Order,

**Sd/xxxx
Registrar**

Enclosure:- Extract of Points from letter dated 10 April 2020 to MHRD .

Copy to:-

1. **Chairperson & all Members.**
2. **All Deans/Directors/HoDs.**
3. **Controller of Examination, I/c Finance Officer, I/c Librarian.**
4. **All Officers/Section Officers.**
5. **Proctor & CSO and Chief of Council of Wardens & All Wardens.**
6. **Prof In-charge Web Cell** - please upload on University web portal.
7. **Media Officer** - please issue suitable Press Note, duly approved by the Competent Authority.
8. **UE & Med Officer.**
9. **PS to VC** - for information of the Hon'ble VC please.
10. **Assistant Registrar (Registrar Office).**
11. **Guard File.**

**Sd/xxxx
Registrar**

Points for Implementation, as Proposed to MHRD vide Letter dated 10 April 2020.

1. Sanitization of University campus, especially areas like lecture halls, laboratories, hostels, library, canteens, examination halls and all other such places, where students visit in large numbers.
2. Seating arrangement in lecture halls, laboratories, hostels, library, canteens, examination halls shall be made in such a way that social distancing as per Guidelines is maintained, as far as feasible.
3. Adherence to social-distancing norms, as far as feasible.
4. Health and safety of teaching & Non-teaching staff, students and labourers.
5. Cleanliness and sanitization of the campus.
6. Taking care of mental well-being of all sections of the University fraternity.
7. Improvement of Health Infrastructure in University Health Centre to cater for contingencies, such as Corona Virus (Covid-19) pandemic.

**Sd/xxxx
Registrar**