



भारतीय सूचना प्रौद्योगिकी संस्थान, नागपुर

Indian Institute of Information Technology, Nagpur

“An Institution of National Importance by an Act of Parliament”

RTTC, BSNL, Near TV Tower, Besides Balaji Temple, Seminary Hills, Nagpur – 440 006

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4th August 2020

NOTICE

Nagpur Municipal Corporation has issued Order No. MC/151/2020 dated 30-07-2020 which is applicable for the period from 1st August 2020 to 31st August 2020 (Mission Begin Again) in relation to COVID-19 situation.

Accordingly to ensure the safety of all, the Institute has decided to implement the following measures with effect from 4th August 2020:

1. Administrative Office of the Institute will open and operate on regular basis as usual.
2. The Head of Departments shall start functioning on regular basis as usual.
3. All Faculty Members shall attend the regular duties and start functioning on regular basis as usual.
4. The persons above 65 year of age, persons with disabilities, pregnant women and employees in containment zones / areas should work from home. They should continue to discharge their duties from home over internet and whenever there is a need to be physically present in the Institute, they would be required to do so.
5. While implementing the above guidelines, it is mandatory to adhere to the following important instructions:
 - ⇒ Wearing a face cover is compulsory.
 - ⇒ Use of thermal scanning / sanitizing facility being provided by the Institute shall be appropriately used.
 - ⇒ Social distancing shall be followed.
 - ⇒ No gathering in work or public spaces including corridors.
 - ⇒ Maintenance of strict public hygiene.
6. Use of Aarogya Setu App enables early identification of potential risk of infection and thus acts as a shield for individuals and community. With a view to ensure safety in offices and work places, Faculty / Staff are requested to download Aarogya Setu App and install it on their mobiles.
7. The Faculties / Staff and other employees shall strictly follow the directives of Central / State Government / Local Authorities issued from time to time related to COVID-19 situation.
8. The above arrangements shall be applicable with effect from 4th August 2020 to 31st August 2020 and shall be reviewed periodically and necessary revisions shall be made, if required.

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Dr. O.G. Kakde
Director

CC:
I/c Dean
I/c Registrar
All HoDs / Admin Department / Website