



ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ

“ಜ್ಞಾನ ಸಂಗಮ”, ಬೆಳಗಾವಿ 590 018, ಕರ್ನಾಟಕ ರಾಜ್ಯ.

Prof. A. S Deshpande B.E., M.Tech., Ph.D.

REGISTRAR

Ref: VTU/PS/2019-20/

192

Phone : (0831) 2498100

Fax : (0831) 2405467

Date: 19 MAY 2020

CIRCULAR

Sub: Regarding reporting to duty by faculty and staff members of VTU's Affiliated and Autonomous Colleges of VTU

- Ref: 1. ಸೂಚಿ 123 ಡಿಬಿಎಂ 2020(ಭಾಗ), ಬೆಂಗಳೂರು ದಿನಾಂಕ 18-05-2020.
2. VTU/PS/2019-20/ 83 dated 12-05-2020
3. VTU/PS/2019-20/ 10698 dated 02-05-2020
4. VTU/PS/2019-20/ 10699 dated 03-05-2020
5. Approval of the Hon'ble Vice Chancellor dated: 18-05-2020

As per Ref (2), it was directed to the Affiliated and Autonomous Colleges of VTU that all teaching faculty (100%) including guest faculty and 33% of non teaching staff were to report for the duty from 12-05-2020.

Now as per the ref (1) it is directed that all teaching faculty (100%) and non teaching staff (100%) will have to report to duty immediately. However rest of the conditions under ref(2) remain the same. The following steps will be followed by all the Colleges

1. All the teaching and non-teaching staff should wear the masks compulsorily (face cover) during working hours and during travel from home to office and back.
2. Before entering into the office premises, everyone should be checked for the body temperature using an infrared thermometer.
3. Hand sanitizers/ hand wash should be made available in all the Offices/Departments.
4. Frequent sanitization of the entire work place, common facilities and all points which come into human contact Eg. Door handles etc. shall be ensured.
5. Social distancing at the office shall be ensured through adequate gapes between seating of various employees, staggering of lunch breaks of the staffs etc.
6. All section heads shall ensure a social distancing both within the office and office transport.
7. The section heads are required to follow all the precautionary measures to ensure safe and proper social distancing in the offices and preventive measures to curb the spread of Covid-19.
8. Large physical meetings should be avoided.
9. Use of Arogya Setu app to be made mandatory.
10. Persons above the age of 65 years of age, persons with co-morbidities and pregnant women may work from home unless it is an emergency.
11. Consumption of liquor, paan, gutka, tobacco at work place is not allowed.

Further as stated in ref(4), in case of exigencies, the colleges and the management can take appropriate decisions and it is the sole responsibility of the respective college authorities to evaluate the situation and difficulties faced because of local conditions or logistic issues.

The Principals of the Affiliated and Autonomous colleges of VTU are directed to do the needful.

Note: The faculty and staff residing in containment zones which is sealed down, where COVID positive person has been found are exempted from reporting to duty. However such people have to compulsorily take the permission of the authorities with relevant proof.

19.05.2020
REGISTRAR
P.1915

Copy for information through email to:

1. The Hon'ble VC through his Secretary, VTU, Belagavi.
2. The Registrar (Evaluation), VTU, Belagavi.
3. The Principals of all Affiliated and Autonomous colleges for needful.
4. The Director/Special Officers, VTU's Regional Office, Belagavi, Bengaluru, Mysuru and Kalaburagi.
5. The Special Officers at Academic Section, VTU Belagavi.
6. The Special Officer, VTU's Extension Centre, Mangaluru.
7. Director, ITISMU, VTU Belagavi to upload on the website.