



# SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

Ref. SVSU/GB/20/380

Dated: 14/07/2020

## Notification

Taking reference to Memo No. KW-18/79-2020 UNP (4) and notification No. 62/19/2020-6GSI the University has decided that all group 'A' and 'B' category (Non Academic) officers of the University shall start working from the University office w.e.f. 15-07-2020. The Department/ Branch Head will decide on the number of group C and D staff working in their department to be called in office by ensuring compliance of social distancing, based on allocated office space on roster basis suidel .

The Government directions/instructions/guidelines should be strictly followed by all employees of the University for Prevention of ongoing threat of spread of COVID 19 Pandemic. The General branch of University will ensure compliance of work palace SOPs issued by the Government time to time.

The Teaching staff and officers/staff of credit framework cell shall continue to take online classes/ assignments from home as per Government instruction and directions of their Heads. However, any teacher/staff of the university may be asked to attend the office for any urgent official work as and when required. All skill instructors shall report to the place of OJT whereas ever the students have joined the OJT, in case OJT is not started the skill instructors will work as per the directions of respective Programme Coordinators.

**Registrar**

Endst./20/381-387

Dated: 14/07/2020

Copy of the above is forwarded to following for information and further necessary action.

1. OSD to VC for kind information to Hon'ble Vice Chancellor
2. PA to Registrar for kind Information to W/Registrar
3. All Deans / Faculty In-charges, for compliance
4. All HOD Branch Head for compliance
5. In-charge IT Cell for uploading on website
6. In-charge, Skill Credit Framework Cell
7. AR (General Branch) for compliance

  
Dr. Rajesh Kumar  
Assistant Registrar  
SVSU, Dudhola, Palwal

**AR(GB) SVSU**