NATIONAL INSTITUTE OF TECHNOLOGY
Tiruchirappalli, Tamilnadu – 620 015

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F.No. NITT/RO/COVID-19/2020/4   Date: 23rd March, 2020

<u>NOTICE - 4</u>

Sub: Preventive measures to contain the spread of COVID-19.

1. Please refer the following:

    (a) F.No. NITT/RO/COVID-19/2020/2 & 3 dated 15.03.2020 & 21.03.2020

    (b) Various OMs received from MHRD and DoPT(copies attached)

2. It is hereby notified that in order to contain the spread of COVID 19 and in view of the stoppage of passenger train and other public transportation in the country, all the offices of National Institute of Technology, Tiruchirappalli will work with skeleton staff from 23 March 2020 to 31 March 2020.

3. All Heads of Department and Section Heads are requested to permit technical staff and Ministerial staff including the contract staff to work from home from 23rd Mar 2020 to 31st March 2020. Only bare minimum staff who are required to attend the emergency work (preferably staying in the campus or nearby) will be attending the office during this period.

4. The residents of the campus should stay at home, avoid social gatherings and maintain social distancing to prevent the spread of virus.

5. Officers and Staff should always be available on phone/email for contact at any point of time. All essential service like Security services, Computer Support Group and Estate Office responsible for providing electricity and water supply to the campus, NIT Hospital, Guest House, Housekeeping, etc, shall be functioning as per the requirement. Hostel facility to accommodate limited number of students, as per the earlier order will be functioning.

This issues with the approval of the Competent Authority.

Registrar

Copy to:

1. Director
2. Technical Section –III, MHRD
3. All Deans/HoDs/Faculty Members.
4. CVO/ARs/Librarian/DL/AL/SO/EE/MO
5. Chief Warden/Hostel Convener/HAC
6. Students Council
7. Notice Board of Institute/Hostel and Departments
8. File Copy