



IMPORTANT NOTIFICATION

Sub: Prevailing condition arising out of the COVID-19 pandemic in the country - **Extension of lockdown period** – Reg.

- Ref.: 1. Notification No. NITK/Admin-Estt./COVID-19/2020/B9 dated 14th March 2020.
2. Notification No. NITK/Admin-Estt./COVID-19/2020/B9 dated 18th March 2020.
3. Notification No. NITK/Admin-Estt./COVID-19/2020/B9 dated 20th March 2020.
4. Notification No. NITK/Admin-Estt./COVID-19/2020/B9 dated 26th March 2020
5. Notification No. NITK/Admin-Estt./COVID-19/2020/B9 dated 14th April 2020
6. Ministry of Home Affairs Order No. 40-3/2020-DM-I (A) dated 24th March 2020, 14th April 2020 and 1st May 2020.

In continuation of the Notification dated 14th April, 2020 referred (5) above, and in pursuance of the Order No. 40-3/2020-DM-1(A) dated 01-05-2020 of the Ministry of Home Affairs, Govt. of India, lockdown declared on the Institute from 19-03-2020 to 03-05-2020 **is hereby extended for a further period of two weeks with effect from 04.05.2020 i.e. till 17-05-2020 or until further orders, whichever is earlier.** The following advisories are implemented in the Institute:

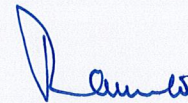
1. All offices of the Institute shall remain closed during the above lockdown period. However, all officers and staff in administration will continue to discharge their official functions over the internet/VPN and whenever there is a need to be physically present in the Institute, they would be required to do so. Officers and Staff should always be available on phone/email for contact at any point in time.
2. All amenities, excluding the HCC, Milk parlor and NITK Consumers' Co-op. Society will remain closed. The Milk parlor and NITK Consumers' Co-op. Society will remain open every day till 1:00PM during this period. All eateries will also remain closed during this period.
3. The Health Care Centre, pharmacy and essential services like Security, Housekeeping, etc., shall be functioning as usual
4. Faculty members / Researchers including those working in projects / other Scholars & Fellows who are carrying out research / Non-Teaching staff (except employees attached to emergency services) of the Institute are permitted and advised to work from home / hostel as the case may be during the above period.
5. No Faculty members / Researchers / Students / Scholars / Fellows/ Project Staff / Non-Teaching Staff are permitted to leave or enter the campus until further orders, except for any emergency situation. Those faculty members/students/staff members/ project staff who are presently outside the campus are advised to remain in the present place till the above period and work from that place.
6. All emergency services will continue to remain functional. The concerned in charges/officers are requested to make a duty roster for deployment of minimum number of staff during the above period.

7. No domestic servant/helper/gardener/visitors will be allowed to enter the Institute campus during the above period. Strict action will be taken if anyone violates this condition.
8. NITK, Surathkal Campus residents are permitted to visit the Consumers' Cooperative Society for day-to-day need during the above specified period only. However, they should carry IDs, use Mask and should keep safe distance as per guidelines issued in this regard.
9. Universal use of standard cloth face mask for all is compulsory in the campus while moving for Consumers' Cooperative Society, Bank, HCC or any other common area to prevent the asymptomatic carriers from spreading disease as per guidelines of the Government.
10. All emergency movement to and from the Institute campus will be through the Main Gate only. All other gates will remain closed.

The above guidelines will be reviewed in case of issuance of fresh guidelines by the Government. All members of NITK, Surathkal community are requested to co-operate with security / emergency staff on duty to make our campus safe and secure from the novel coronavirus-19 pandemic virus.

All Heads of the Department/Centre/School/Section/Unit are requested to bring it to the notice of all faculty/staff/students/project staff for wide circulation among NITK, Surathkal Campus Community.

This issues with the approval of the Competent Authority.



REGISTRAR

Copy to:

The Director and Deputy Director – for kind information, please.

All Deans, Office of the Registrar, Joint Registrar, All Assistant Registrars.
All HoDs / HoSs - with a request to circulate among the faculty/staff members of their Departments / Sections.
Chairman (CCC, CDC, LAC), Professor In-charge (Analytics, Accreditation & Ranking System, Hostel Affairs).
All Wardens of NITK Hostels, FIC (Security), Security Officer (on Contract).
Transparency Officer and Nodal Officer (Under RTI Act)
CVO, Medical Officer, Librarian, Physical Director I/c, SAS Officers, Resident Engineer I/c,
System Manager, CCC and Public Relations & Media Manager (on Contract) - for wide publicity.
Coordinators - CCE & QIP, Coordinator - TEQIP III, Liaison Officers (SC-ST Cell & OBC Cell), GRO- PwD.
Faculty I/c (T&C Works, IIP Cell), B&W Section, OCC, Cash Section.
Professor In-charge NITK-STEP, NCC Office, President, Students' Union,
All Notice Boards.