



Aliah University

(A UGC & AICTE approved autonomous Institution under the Department of
Minority Affairs and Madrasah Education, Govt. of West Bengal)
11A/27, New Town, Kolkata - 700160, West Bengal

Memo No.: AU/REG/0777/20

Date: 24-12-2020

Office Order

I am directed to inform all concerned of the University that:

1. The University will function from Monday through Friday with effect from 04.01.2021 strictly maintaining the notified government protocol regarding COVID-19 and as per WHO guidelines.
2. The office of the Vice-Chancellor, Registrar, Finance Officer, Controller of Examinations, Deans, Deputy Registrar, HoDs and all other offices will function from Monday to Friday with full staff strength.
3. The Head / Head (Off) of the Academic Departments are requested to ask teaching staff to attend University as and when required for academic and other activities specially works related to NAAC. In this respect Head / Head (Off) may prepare roster as per requirement.
4. All the Office staff including Library & Laboratory Staff of academic departments are requested to attend their office regularly with effect from 04.01.2021.
5. The Libraries will function as mentioned above without any public access.
6. All emergency and essential services like security, water supply, electric supply, electronic surveillance, emergency ICT maintenance services, cleaning and other essential services in the University campus (including Academic and Administrative departments and Library) will continue to function as per guidelines mentioned above.
7. All Faculty Members are requested to take Online Classes as per time table already notified and to be notified. Students are advised not to enter into the campus and their departments unless their presence is essential. But they are advised to keep in regular touch with their teachers through phone, emails/e-learning modes to continue and maintain their academic activities and programmes.

All concerned are being informed accordingly. All are requested for strict adherence to the Covid-19 protocol and guidelines.

Registrar

Memo No.: AU/REG/0777(8)/20

Date: 24-12-2020

Copy to:

1. PA to VC for kind information of Hon'ble Vice-Chancellor.
2. Dean,
3. Finance Officer.
4. Controller of Examinations (Acting)
5. HoD/HoD(Off), Dept. of
6. Deputy Registrar.
7. University website
8. Guard File.

Registrar