



# तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY

(संसद के अधिनियम द्वारा स्थापित केंद्रीय विश्वविद्यालय)

(A Central University established by an Act of Parliament)

## कुल सचिव का कार्यालय / OFFICE OF THE REGISTRAR

नपाम :: तेजपुर - 784028 :: असम / NAPAAM :: TEZPUR - 784028 :: ASSAM

### आदेश / ORDER

दिनांक/Dated: 17.05.2021

In view of Government of Assam ORDER dated 15.05.2021 rescheduling the Curfew in the city areas of the state from 12.00 noon to 5.00 am w.e.f. 16.05.2021 and in compliance with the order, the functioning of Tezpur University Offices will be as follows :

1. The offices in Administration (Esstt, Gen Admin, S&P, Finance, Engineering Section, Academic section) will work from 9.00 am till 12.00 noon with necessary roster of staff, keeping the odd-even system of vehicles in mind.
2. People of the aforesaid sections who are coming from town, will break their office at 10.45 am. Bus Services will remain suspended until further order.
3. All offices including academic departments other than Administration will remain closed; but people may work from home.
4. Faculty members may visit departments , with intimation to HoD concerned , for offering online classes and other similar activities.
5. All outsourced workers other than Hostel duties and electrical staff and other maintenance staff will work from 6.00am to 11.00 am. Hostel staff and other maintenance staff who are retained for duties will attend duties as per requirement.
6. Other restrictions and Covid-19 protocols notified from time to time shall remain in force.

Issued with due approval .

Memo No. F.27-130/2020(GA-I)/465

Copy for information to:

1. All employees of the University (through E-mail)
2. Webmaster-with a request to upload the Office Order on the website
3. Concerned File

  
Registrar

Dated:17.05.2021

  
Registrar