

कुलसचिव कार्यालय / Registrar's Office

कार्यालय आदेश / Office Order

विषय/Subject: Temporary Closure of Institute (COVID-19: Odisha Govt. Order on Lockdown in the Territorial Jurisdiction of Revenue District of Ganjam)

Consequent to the issuance of Govt of Odisha Order No.8709/Bhubaneswar dated. March 21, 2020, regarding lockdown in the territorial jurisdiction of revenue district of Ganjam, the Institute will remain closed until 29 March 2020 or till further orders.

However, all essential services being rendered by IWD, Health care services, IT, Security and Transport shall continue, as required, by deploying the minimum number of staff.

All faculties, officers and staff including outsourced staff shall work from home in terms of MHRD letter No. Secy(HE)/MHRD/2020 dated March 21, 2020 under the guidance of Dy Director/ DoFA/ DoAA/ DoRD/ CoSA/ Registrar/ Dy Registrar/ ARs, as the case may be, for addressing all functional requirements of the Institute during this period. If required, the concerned staff/ faculty may attend office with prior permission of the concerned reporting authority and strictly following proper precautionary measures, as per the advisory already issued.

All should ensure to coordinate with their reporting channel, to ensure essential and time bound work, like issuance of pending POs/, WOs, important finance matters including salary bill for the month of March 2020, works related to closure of financial year etc, to be completed in time.

(Registrar)

Distribution (through e-mail):

1. IISER Berhampur Community
2. The Director (for kind information)
3. Webmaster