



# गुजरात केन्द्रीय विश्वविद्यालय

(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

**CENTRAL UNIVERSITY OF GUJARAT**

(Established by an Act of Parliament of India, No 25 of 2009)

F.No.1-61/2014-Admn.

22/03/2020

**Circular No.67/2019-20**

**Sub: Preventive measures to achieve “Social distancing” - permission to teaching and non-teaching staff to work from home at Central University of Gujarat (CUG)-reg.**

**Ref: 1. MHRD D.O. No. Secy. (HE)/MHRD/2020 dated 21/03/2020.**

**2. UGC Advisory No. 1-14/2020(Website) dated 21/03/2020**

**3. CUG Circular No. 63 and 66 dated 20/03/2020.**

In pursuance and compliance with the MHRD D.O. letter dated 21/03/2020 and UGC Advisory dated 21/03/2020 mentioned under reference above, I am directed by the competent authority to convey that in order to ensure safety of the Faculty members/Teachers/Researchers/Non-teaching staff of the Central University of Gujarat the following precautions need to be taken:-

1. Faculty members/Teachers/Researchers/Non-Teaching staff of CUG are permitted and advised to work from home till 31.03.2020.
2. Faculty members/Teachers/Researchers should utilise this period for various academic activities such as:-
  - a. Development of on-line content on-line teaching and on-line evaluation.
  - b. Preparation of lesson plan and development of instructional material for the courses to be offered during next academic year next semester.
  - c. Carry on research.
  - d. Write articles, papers etc.
  - e. Prepare innovative questions for "Question Bank".
  - f. Prepare innovative projects on "Ek Bharat Shrestha Bharat and other topics.
3. The said period shall be counted as being on duty for all Faculty members/Teachers/Researchers/Non-teaching staff including Ad-hoc and contract Teachers and staff whose contracts are valid at least upto 31.03.2020.
4. Students who are still in hostels, particularly foreign students, if any are allowed to continue in their hostels and advised to take all necessary safety precaution.
5. All Faculty members/Teachers/Researchers/Non-teaching staff should provide their contact details i.e. Mobile No., email id, etc. to the University so that they may be contacted in case of emergency, if required.
6. All are requested to kindly check the University website regularly for further instructions and updates.
7. By the directions of competent authority, any staff can be called in case of exigencies, if required.

This issues with the approval of competent authority

**Sd/xxx**  
**Registrar (Offg.)**



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### Copy to:

1. All Deans (By email)
2. DSW (By email)
3. Provost (By email)
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7. All Officers (By email)
8. All Chairpersons/Coordinators of Centre (By Email)
9. All Teaching and Non-Teaching Staff (By Email)
10. ICT Chairperson – **with a request to upload this circular on the University website**
11. Office of the DSW – **Kindly this circular may be sent to all Students**
12. Assistant Librarian (By email)
13. All Wardens (By email)
14. PA to VC – **for kind information of the Hon'ble Vice Chancellor**
15. Finance & Accounts Dept. (By email)
16. Admission & Evaluation Dept. (By email)
17. Academic and Authorities Section
18. All Notice Board, Sec-29 & 30 Campus
19. Circular file
20. Guard File

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