

NED University of Engineering & Technology



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Registrar

No. Cdn/8(322)/6189

Dated: 26-11-2020

“SAY NO TO CORRUPTION”

NOTIFICATION

In pursuance of Universities & Boards Department, Government of Sindh vide Notification No. SO(Admin)/U&B/NCOC/4-39/2020 dated 25-11-2020, the NED University of Engineering and Technology and its Constituent College i.e Thar Institute of Engineering, Sciences and Technology, Tharparkar will observe the following with immediate effect to 08-01-2021:

1. Staff engaged in teaching and non-teaching departments will be called at the discretion of Chairperson/HOD's on rotation basis.
2. Staff of the NOC, Security, Drivers (LTV), Sports, Medical Department and Essential Services shall perform their duties as usual.
3. All canteens (except Environmental Canteen) shall remain closed and point/shuttle services are suspended.
4. All students will not be allowed to enter the University during this period.
5. Furthermore, the students engaged in research/lab work and thesis at PhD level will continue their activities as per routine with strict follow-up of SoP's.
6. One third (1/3) of the students (foreigner and those belong to remote areas, where there is hardly any internet facility) would be allowed to the hostels under strict SoPs.
7. No overtime shall be allowed to any department (Except Essential Services i.e. NOC, Security, Drivers (LTV), Medical & Essential Services).
8. All employees are **strictly advised not to leave the Headquarters' without permission and also to keep their cell phones ON with their presence ensured through Whatsapp and email in order to have further coordination and correspondence in the wake of COVID-19 Pandemic.**

It is further hereby notified that the NED University of Engineering & Technology and its Constituent College i.e Thar Institute of Engineering, Sciences & Technology, Tharparkar shall observe the **following office hours with immediate effect to 08-01-2021:**

Monday to Thursday
Friday

9:00 hrs. to 14:00 hrs.
9:00 hrs. to 12:00 hrs.

At the wake of recent outbreak of second wave of COVID-19, the precautionary measures need to be strictly followed, as per the instructions of Government of Sindh.

**ALL EMPLOYEES /STUDENTS /CONTRACTORS MUST FOLLOW
THE FOLLOWING SOP:**

- i- All Employees/Students/Contractors shall wear the mask throughout the day.
- ii- Crowding of people should strictly be avoided. Every person must ensure keeping a distance of at least 1 meter (3 feet) for seating. Posters highlighting Social Distancing will be pasted and practiced everywhere.
- iii- All persons must perform hand Hygiene frequently with soap and water or a hand sanitizer (that meet minimum standard of containing at least 70% alcohol)
- iv- The Employees/Students/Contractors should cover their nose and mouth while sneezing or coughing with their flexed elbow or use tissue. Dispose off the tissue immediately after use. Avoid touching their face.
- v- Smoking will be strictly prohibited within the campus.

In case of any Employees/Students/Contractors with having any Symptoms of COVID-19 the Medical Department to be informed immediately.


REGISTRAR

Copy to:

1. PA to the Vice-Chancellor
2. PA to Pro Vice Chancellor
3. All Deans
4. All Chairmen / HoDs
5. Principal (TIEST)
6. City Campus / LEJ Campus
7. All Notice Boards

Copy for information to:

Additional Chief Secretary
Universities & Boards Department
Govt. of Sindh, 46-D, Block-1, Clifton, Near Ziauddin University
Karachi.