



योजना तथा वास्तुकला विद्यालय, विजयवाडा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, MoHRD, Govt. of India

Ref. No. 13/SPAV/Admn/COVID-19/2020/UL 3.0

Dated: August 20, 2020

NOTICE

In continuation to the Notice No. 13/SPAV/Admn/COVID-19/2020/UL 3.0 dated August 08, 2020, and in view of Corona Positive cases reported in the Institute the following instructions are notified to all concerned for information and compliance to break the chain and prevent the spread of COVID-19 pandemic.

1. All faculty and staff members will work from home (WFH) in Head Quarters and should be available on phone, email or other such online platform for the next 07 days or till further orders. However, in case of exigencies or emergent need, they (Faculty and staff) may be called in the Institute as per the instructions received from HODs/ Section Heads/ Reporting Officers. The Heads of Departments/ Deans/ Section In-charges shall ensure that employees attending various essential services take all necessary precautionary measures and to follow all advisories and health guidelines issued by the Government of India from time to time.
2. All are advised to take special care for the following, in addition to advisory and precautionary measures notified by the Government of India/ Institute from time to time:
 - a. Maintaining proper physical distance/ Following Social distancing norms.
 - b. Wearing of Face-masks all the time.
 - c. Spitting in the Campus premises is strictly prohibited.
 - d. Installation of *Aarogya Setu* App in their mobile phones.
3. Certain essential services such as, Medical, Security, Housekeeping, Water supply, Computer Server/ Networking, Electric supply, etc. will function in accordance with the order Rc.A4/1122/COVID-19/2020 dated 13/05/2020, issues by the Sub-Collector, Krishna District, Andhra Pradesh, by maintaining social distancing and wearing face cover and taking all necessary safety precautions by the staff and officers.

This is issued with the approval of Competent Authority.


Registrar I/c.

Copy to:

1. The Director - for kind information please
2. All Deans/ HODs/ Section Heads – for necessary action
3. Chief Warden (Hostels)/ All Wardens - for necessary action
4. FI (CC) & IT Section – to upload the same on the Institute website
5. In Charge – Campus Security - for necessary action
6. In Charge – Manpower Services - for necessary action
7. In Charge – Housekeeping Services - for necessary action
8. Estate Officer
9. Establishment
10. Guard file.