

Ref. SLC/2020/.....: 21:

March 20, 2020

### Office Order

In accordance with order F. No. Estab.II (i) 330/COVID-19/M/2020 dated 19.03.2020 of University of Delhi. The College shall remain closed till 31.03.2020 excepting minimal office work as per the roster. However, all staff should work from home to the extent possible and should remain available on telephone, other electronic means of communication; and required to report as and when required. They should also attend the office, if called for on any exigency of work.

Also please ensure that deadlines, if any, should be met by all the concerned.

(Prof. Rabi Narayan Kar)  
Principal

Copy to:

1. Website
2. Master file
3. Administrative Officer
4. Section Officer (Admn.)
5. Section Officer (Accounts)