



Indira Gandhi Delhi Technical University for Women
Kashmere Gate, Delhi

Ref. No.: IGDTUW/RegOff/2020/

Dated: 19.05.2020

Office Order

In pursuance of the clause 3(vi) of letter no. F.2/07/2020/S.I/part file/176 dated 18.05.2020 from Delhi Disaster Management Authority, Government of NCT of Delhi, and letter no. 40-3/2020-DM-I(A) dated May 17, 2020 from Ministry of Home Affairs Govt. of India, **all Administrative Offices of IGDTUW shall be functional from 20.05.2020.**

However, all academic, examinations and other activities related to students shall continue in digital space using online tools vide clause 1(ii) and 2(iii) of above-mentioned letters respectively.

Further, in view to ensure safety in the office and work places, all the officers/officials are requested to follow the guidelines issued by Government (State/Central) including **wearing of mask, social distancing and installation of Arogya Setu App** in their mobiles, to avoid spread of COVID-19.

This issues with the approval of Competent Authority.

(Prof. R.K. Singh)
Registrar

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Copy forward to the following for information and further necessary action:-

- 1) Deans (Academic Affairs/Examination Affairs/Student Welfare/International Affairs/Planning & Development)
- 2) Dy. Dean (R&C)/ IRD)
- 3) HoD (IT/CSE/ECE/MAE/DAP/Management)
- 4) Chief Proctor/Chief Hostel Warden/Librarian/Training & Placement Officer(s)
- 5) Deputy Registrar (GA)/Dy. Controller of Examinations/Asstt Registrar (Examinations)/ Assistant Registrar (Academics)/ System Analyst
- 6) Assistant Finance Officer/AAO
- 7) Incharge (Personnel)/Incharge (Security & Sanitation)
- 8) Incharge (Web Services) to place the order on the University Webiste
- 9) PS to Vice-Chancellor
- 10) PA to Registrar
- 11) Guard File

(Prof. R.K. Singh)
Registrar