

**JAMIA MILLIA ISLAMIA**  
New Delhi-110025

FileNo:Gen4/RO/(E)/JMI/2020

02.04.2020

**OFFICE ORDER**

This is in continuation to this Office Orders of even nos. dated 13.03.2020, 20.03.2020 and 23.03.2020 wherein it has been notified that the University will remain closed till 31.03.2020 in view of spreading of Novel Coronavirus (COVID-19). Now, in view of the nationwide lockdown till 14.04.2020 due to pandemic COVID-19, the Vice Chancellor has directed as under:

1. That the University shall remain closed till 14.04.2020 (except essential services like Medical, Water, Sanitation etc. where minimum operational staff shall be deputed on rotational basis.
2. The University will organize a seven-session JMI-Online Faculty Development for the benefit of all faculty members of the University.
3. The University will evolve and facilitate alternative ways of engaging with students through online teaching-learning process.
4. All Faculty Members are advised to use interactive tools extensively like SWAYAM in addition to Skype, Webcast, Google Hangouts, and Google Chats to engage students for online teaching and evaluation.
5. The University Library has enabled remote access to a wide variety of Subscribed and Open Educational Resources.
6. All Faculty Members shall continue to engage online teaching and evaluation and provide necessary study materials to the students.
7. Students staying back in the hostels to be looked after in terms of essential Messing, care, hygiene and medical counselling.
8. All the best practices and improvised steps taken to instill healthy life in campus to be dovetailed with social media.
9. The Counselling Centre has been activated to deal with the distressed caused by COVID-19 including tele-counselling services for students and staff members.
10. The University has identified a Quarantine / Isolation facility in case need arises.
11. Pay to outsourced and contractual staff to be credited irrespective of the attendance during lockdown period.
12. Medical Emergency Response Committee to monitor the situation regularly.
13. Social distancing and other medical advisory to be followed by all on-line learning avenues.
14. Salaries, Pension and financial matters to be dealt with on time as per procedure. Compliance of the Order dated 01.04.2020 as to the deduction of one day salary for the PM Relief Fund (CARE) from the teaching and non-teaching employees of the University may be made.

**(A.P. Siddiqui) IPS**  
Registrar

