

CENTRAL UNIVERSITY OF HARYANA

MINUTES OF THE MEETING OF COVID-19 TASK FORCE

A meeting of the COVID-19 Task Force along with the Proctor, Provost, Assistant Registrar (Hostel), Health Centre In-charge and Deputy Registrar (Estate and General Administration) was held on 28-05-2021 at 4:00 PM through Online Mode. Following were present in the meeting:

Prof. Sanjiv Kumar, Dean
Prof. Rajesh Malik, Dean
Prof. Ravinder Pal Ahlawat, Proctor
Dr. J.P. Bhukar, Registrar
Dr. Manoj Kumar, Deputy Registrar
Dr. Puja Yadav, Incharge, Health Centre
Dr. Ajai Pal Sharma, Member
Sh. S.L. Sharma, Assistant Registrar, Member
Sh. Radhey Shyam, Assistant Registrar (Hostel)

At the outset, Dr. J.P. Bhukar, Registrar welcomed all the members and presented the letters received from the DOPT vide F.No 11013/9/2014-Estt A.III dated 28th May 2021, MoHA vide No. 40-3/2020-DM-I (A) dated 27th May 2021, and letter from MOE vide F- No. 13-13/2021-CU.Cdn dated 27th May 2021. Thereafter, following issues were discussed and resolved:

1. The Task Force discussed the overall impact of COVID-19 pandemic in the present situation and resolved that the Online teaching may continue even after 31-05-2021, till further notice. The examinations and meetings, if any, may also be conducted online.
2. Meetings/Academic events, as far as possible, should be conducted online and the minutes may also be circulated online.
3. Considering the pendency of administrative work in some of the Branches/Sections, it was resolved that in the Branches/Sections where work may not be satisfactorily executed through 'Work from Home', the Branch/Section Heads may devise the roster for physical presence of the employees essentially required to carry out the official work of the Branch/section w.e.f. June 1, 2021, ensuring that the employees observe COVID-appropriate behavior in all respects. The Branches shall prepare weekly Roster of employees to streamline the working of the Branch/Section. Where only single person is in the section or Branch, he or she shall attend the office regularly. Staff working from home on a particular day, as per roster, shall be available on phone. He or she may be called to attend office in case of any official requirement, while the employees working from home shall be available for official work through email, telephone, as advised by the Branch Head. In any case, the Branch Heads shall ensure that no administrative/official work is pending due to the non-availability of the staff, as 'Work from Home' may not be treated as holidays.

4. In view of the forthcoming Term-End examinations of Terminal Semesters, it was resolved that, as it is not safe to conduct Moderation Exercise in the Examination Branch, the Examination Branch may email the password-protected question papers to the respective Head/TIC for moderation. The respective Head/TIC shall get the question papers moderated and email the final copies of question papers back to the Exam. Branch.
Similarly, keeping in mind the health safety of the employees, the Remote-Proctoring of Online Examination may preferably be conducted by the agency strictly according to the terms and conditions of initial agreement. The Examination Branch may submit the resolution of the Task Force or the approval of competent authority, separately.
5. The issue of vaccination of the staff was also deliberated, and the Registrar informed that the request has already been sent to the district administration for arranging one camp for vaccination of eligible employees/residents.
6. As resolved in the previous meeting also, the Task Force reiterated that the entry of the visitors/guests to the campus should be restricted. The Security Staff shall regulate the entry/exit, accordingly. However, if any member of the family/relative/guest is staying or happens to stay with the staff overnight, the resident is required to intimate the details of the Guest (s) to the E&GA Branch.
7. E&GA Branch shall provide all possible logistic support for ambulance service, sanitization and cleanliness of campus/offices.
8. The Staff /Employees shall follow the relevant guidelines issued by the MoHA, MoHFW, MOE, UGC/Government of Haryana, DoPT, etc, as amended from time to time.
9. The reply with respect to MOE letter referred above was deliberated upon and the office of the Registrar was asked to send the reply as suggested in the meeting.

The meeting ended with the vote of thanks to all the members.

(Sanjiv Kumar)

(Rajesh Kumar Malik)

(Ravinder Pal Ahlawat)

(J.P. Bhukar)

(Puja Yadav)

(Ajai Pal Sharma)

(S.L. Sharma)

(Radhey Shyam)

(Manoj Kumar)