

## MAHARSHI DAYANAND UNIVERSITY ROHTAK

(NAAC accredited A+ Grade State University established under Haryana Act No. 25 of 1975)

### NOTIFICATION OF CONTROLLED FUNCTIONING

This is in continuation to the 'Notification of Closure' issued vide Endst. No. OSD/RO/357-455 dated 17.04.2021, the following instructions are being issued for strict compliance/adherence by all concerned:-

1. All the Deans/HoDs/Directors and Statutory Officers shall attend their offices as usual. However, Faculty members including 'Assistant Professors on Contract' will take online classes from their homes, if possible. They will come physically in the University as and when required by the HoDs/Directors/University Authorities, with all precautionary measures as mentioned in the guidelines issued by Disaster Management Authority/Ministry of Health Affairs etc.
2. All the offices/departments in the University shall perform controlled functioning with 100% attendance of Groups A and B non-teaching employees while other personnel shall attend with 50% manpower as per the roster to be prepared by the Controlling Officers under intimation to the Registrar. However, Controlling Officers may order any official to attend duties beyond roster as per need and may summon 100% personnel if need be.
3. Security Staff, Housekeeping Staff, Maintenance Staff and staff for other essential services shall attend their work in 100% strength. All will maintain social distancing as per protocol and will strictly follow the State/National directives for COVID-19 management.
4. No employee shall leave the headquarters without prior permission of the Competent Authority.
5. Other steps/measures being taken/adopted by the University from time to time will remain actively enforced during this period.

*Ravi*  
19/04/21  
REGISTRAR

Endst. No. OSD/RO/ 2021/456-553

Dated: 19.04.2021

Copy of the above is forwarded to the following for information and further necessary action please.

1. All the Deans of Faculties, Directors of Directorate and Institutes, Heads of University Teaching Departments, Controlling Officers, Branch Heads, Officers of M.D. University, Rohtak.

2. The Director, CPAS, Sec-40, Gurugram.
3. The Professor In-Charge, University Campus School, M.D.University, Rohtak.
4. Chief Warden (Boys & Girls), M.D.University, Rohtak.
5. The Principal Secretary to Govt. Haryana, Higher Education Department, Chandigarh.
6. The Deputy Commissioner, Rohtak.
7. The Director, University Computer Centre, M.D.University, Rohtak with the request to upload it on the University website.
8. The Director, Public Relations, M.D.University, Rohtak.
9. The Controller Security, M.D.University, Rohtak.
10. OSDs and PAs to Vice-Chancellor, Dean Academic Affairs, Registrar, Controller of Examinations, DCDC, DSW, M.D.University, Rohtak for information of the authorities.

OSD to Registrar

19.4.2021

17/04/21  
REGISTRAR  
M.D. UNIVERSITY  
ROHTAK

Encl. No. OSD/RO/2021/KR-223

Copy of the above is forwarded to the following for information and further necessary action please

1. All the Director of Facilities, Director of Directorate and Institutes, Heads of University