

No: PIFD/REG/2020/965

Dated: 18th March, 2020

NOTIFICATION

It is hereby notified that in pursuance of directions and in continuation of an earlier announcement on 14th March, 2020, following instructions and guidelines have been approved by the Competent Authority to be followed in true letter and spirit for compliance with HEC's guidelines in the given scenario:

For Hostels

All Hostels of PIFD will be closed down till 05th April, 2020. No Hostel Staff will be allowed. Only Security Staff will ensure their presence.

For Day Care Centre

Day Care Centre will be closed down till 05th April, 2020. No Day Care staff will be allowed.

For Faculty and Staff

All Officers, Faculty and Staff will be allowed to work from home and asked to ensure their availability on call, email etc. till 05th April, 2020. They may be asked to attend campus only when required in case of exigency. The faculty may be asked to attend campus only when required for preparation and delivery of online courses/content, with a view to minimize any academic loss for the students.

- In case of leaving the Punjab province by any faculty / staff member, prior approval of the Vice Chancellor is mandatory.
- The Visiting / Contract Faculty will be paid as per their signed terms and conditions according to the online classes taught / work done by them during the said period, subject to verification by the concerned Course Coordinator.

Following categories of faculty/staff members would be exempted from duty till 05th April, 2020:

- Faculty/staff having more than 50 years of age and a serious co-morbidity, such as cardiovascular disease, diabetes, etc.
- Faculty/Staff with any symptom of illness or susceptibility to disease.



General Instructions

- Congregation should be avoided.
- Meetings and trainings should be restricted to the minimum essential numbers.
- Safe distance should be maintained at all times and all other precautionary/preventive measures should be observed strictly.
- Staff/faculty with travel history to or residence in a country/area or territory reporting local transmission of COVID-19 or having contact with a confirmed or probable COVID-19 case should self-isolate themselves for two weeks.
- Visitors will not be allowed to enter into the premises till April 05, 2020.



(Fahim ur Rahman)
Registrar, PIFD, Lahore

Distribution:

1. All Teaching / Non-Teaching Departments
2. Senior Private Secretary to the Vice Chancellor
3. Dy. Registrar
4. HR Superintendent
5. Notification File