

PANJAB UNIVERSITY, CHANDIGARH

OFFICE ORDER

NO. SPL1/DRA

DATED: 5.9.2020

This is in reference to office order issued by the Office of Registrar vide No. SPL/1/SEP/DRG dated 05.09.2020 notifying therein a confirmed case of CORONA in Accounts and Finance Department and compliance of guidelines for prevention of spread of COVID-19.

In pursuance of the above office order I am directed to convey that almost all staff members of Cheque Writing Section and some of the employees of other Sections/Branches of Accounts and Finance Department had a direct physical contact with the infected employee. The exact names and other details of all such employees are being traced.

As a measure of prevention of further spread of COVID-19, all such employees being considered as **'Contacts with high risk exposure'** have to be quarantined **for 14 days**. In consequence of that, the working of Cheque Writing Section and some other sections of Accounts and Finance Department have to be closed for the time being. We shall try to make some alternative arrangements to resume the working of all such offices as soon as possible.

This is for the information of all concerned.



DEPUTY REGISTRAR (ACCOUNTS)

Issued to:

All the Heads of departments, Centres, Institutes, Branches and Offices of the University (to be circulated via official e-mail IDs by Director, Computer Centre) for strict compliance.