

**Dr. RAJENDRA PRASAD CENTRAL AGRICULTURAL UNIVERSITY,
PUSA (SAMASTIPUR)**

O.O. No. II Estt./ 318 /RPCAU, Pusa, the

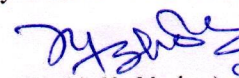
Dated 4th May, 2020

OFFICE ORDER

In view of Order of Department of Home, Government of Bihar issued vide No. जी/आपदा-06-02-2020-298/अमुसको. Patna, dated 3rd May, 2020 declaring Samastipur and its adjoining districts in Orange Zone, the Office Order Issued vide O.O. No. II.Estt./315/RPCAU, Pusa dated May 02, 2020 is hereby withdrawn. The Office Order issued vide O.O. No. II.Estt./289/RPCAU, Pusa dated April 18, 2020 will remain effective till further orders in the University including KVKs with following amendments:

1. All the officers of Level 12 and above would attend the office on all working days.
2. Those officials who have been provided single seater rooms for official work would attend office on all working days.
3. A total of upto 33% office strength is to attend office on a given day. Accordingly, roster is to be prepared.
4. Regarding other officials who sit in halls and where more than one official sits, the seating arrangement is to be so decided that distance between seats of the two officials attending office on a particular day is 10 feet.
5. All classes will remain suspended till further orders.
6. The Officer of Level 12 and above would approve the roster of officials who would attend office on given day accordingly. The roster will be prepared by the Deans/Directors and Controlling Officers of the University.
7. The staff of the University stranded at other places except Samastipur and Muzaffarpur are exempted from this guidelines.
8. Emergency and essential services will be continued as per the previous guidelines.
9. All buildings/Research Centre Buildings will be opened for operation.
10. The employees who are stranded in Red Zone will be self-quarantined at their residential quarters for 14 days after reporting at their place of working.
11. All the employees are advised to wash their hands before entering the office buildings using non-touchable washing system.
12. All Unit Heads are requested to ensure that sanitizer is kept at the entrance of the buildings and all employees are directed to sanitize their hands before entering in the buildings.
13. The Estate Officer will arrange supply of sanitizer.
14. The Workshop Superintendent will fabricate holder stand for holding the sanitizer bottles for all the buildings.
15. All employees are advised to wear mask compulsorily.
16. All employees are also advised to download Aarogya Setu on their mobiles.
17. The employees above 65 years of age and pregnant women are exempted from the duties till further orders.
18. No training programmes will be organized/conducted in the University and its all Units/KVKs until further orders.

By order of Vice-Chancellor,


(A.K. Yadav) 04.05.2020

Deputy Registrar (Estt.)

Copy to: 1) Registrar/Deans & Directors/University Librarian/Comptroller/HoDs/ Unit Heads, Pusa & Dholi Campus/ADRs/ PDs/Senior Scientist & Head, KVKs/ Controlling Officers/ Deputy Registrars/CMO and In-charge of Security & Estate RPCAU, Pusa for information and necessary action.

2) The Incharge, ARIS Cell, RPCAU, Pusa for display on University Website.

CC to the Secretary to Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor.