

**Dr. Rajendra Prasad Central Agricultural University**  
**Pusa (Samastipur) – 848125, Bihar**

O.O. No. II Estt./ 315 RPCAU, Pusa


Dated May, 02<sup>nd</sup>, 2020

**OFFICE ORDER**

In view of the Order issued by the Ministry of Home Affairs, Govt. of India, New Delhi vide No. 40-3/2020-DM-I(A) dated 1<sup>st</sup> May, 2020, the RPCAU, Pusa will become operational in full strength from 04.05.2020. The following guidelines are to be followed in all the offices of RPCAU.

1. All the offices of the University including RRSs and KVKs will start functioning in full strength with effect from 4<sup>th</sup> May, 2020. Hence, all the employees are directed to attend their office duty from 4<sup>th</sup> May, 2020.
2. All classes will remain suspended till further orders.
3. All the buildings/Research Centre buildings will be opened for operation.
4. The employees above 65 years of age and pregnant women are exempted from the duties till further orders.
5. The employees who are stranded in other places except Samastipur and Muzaffarpur are advised to join their duties as early as possible from 4<sup>th</sup> May, 2020.
6. The employees who are stranded at in Red Zone are advised to join their duties as early as possible after seeking the permission from the concerned authority for their travel. However, they will be self-quarantined at their residential quarters for 14 days.
7. All the employees are advised to wash their hands before entering the office buildings using non- touchable washing system near Sarswati garden.
8. 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 building.
9. The Estate Officer will arrange the supply of sanitizer.
10. The Workshop Superintendent will fabricate Holder stand for holding the sanitizer bottles for all the buildings.
11. All employees are advised to wear mask compulsorily.
12. All employees are also advised to download Aarogya Setu on their mobiles.

**By the Order of Vice-Chancellor**

  
(A.K. Yadav) 2.5.2020

**Deputy Registrar (Estt.)**

**Copy to:** 1) Registrar/ Deans and Directors/ ADRs/ HoDs/ Comptroller/ Deputy Registrars/ Senior Scientist and Head, KVKs/ In-charge, Research Stations & Sub-Stations of RPCAU for information and necessary action,

2) In-charge, ARIS Cell, RPCAU, Pusa for display on University Website,

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