

CENTRAL SHEEP AND WOOL RESEARCH INSTITUTE
AVIKANAGAR (VIA: JAIPUR) RAJASTHAN – 304 501

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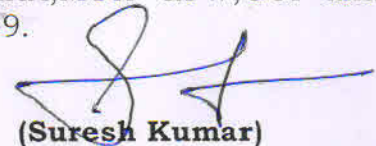
Dated: 25.04.2020

OFFICE MEMORANDUM

On the basis of recommendations made by the Institute Task Force Committee for COVID-19, The Director (A) CSWRI, Avikanagar has been pleased to issue following advisories to the employees, their families and contractual workers to be followed strictly.

1. Self-declaration mentioning duration of absence from campus and certified that they were on tour/leave/otherwise respective place & stuck under lockdown & not moved any other place & free from COVID-19 should be submitted before entry of Campus to Security Supervisor.(Self declaration Performa enclosed)
2. Wearing of Mask should be compulsory during movement in the campus and maintain social distancing.
3. No movement out of station is allowed until it is essentially required and with the permission of the Competent authority.
4. Home quarantine/isolation for employees/their wards coming from outside as per detail instruction & protocol issued by MOH&FW, GOI from time to time to contain COVID-19.
5. No visit to home town or any other place till further orders if necessary, then prior permission should be taken from competent authority and also daily up-down to home town to campus is not allowed. All employees should stay at the campus.
6. Cleaning and sanitization in residential campus/ office premises through Farm Section on regular basis after following proper protocol and guidelines.
7. Arogya setu app to be downloaded by all employee and contractual staff should be encouraged.
8. Sanitization tunnel is to be installed at main gate.
9. Entry of Contractual staff are compulsory at the main gate.
10. Contractual manpower engaged in Animal sector and Farm should for office/farm/lab work not move to residential area.
11. HOD's/Section Incharges are empowered to call the manpower at their level with intimation to Security/administration as per requirement.
12. Shops in shopping complex in the campus to be allowed to open full day with the advice to ensure social distancing/wearing mask & use Sanitizer and home delivery of the grocery also encouraged.
13. Farm & Field advisory to be issued to Sheep Farmers/Managers by respective HOD's/PIs/concerned Scientists.
14. Entry & Exist of each one to be made at the main gate.

The above advisories are indicative but not exhaustive. Hence, kindly follow and adhere the necessary guidelines issued by MHA,MOH &FW,GOI and local Government agencies in connection with COVID-19.



(Suresh Kumar)

Chief Administrative Officer

Distribution:-

1. All HOD's/Section Incharges at Main Institute through e-mail
2. Sub Stations ARC Bikaner/NTRS, Garsa/SRRC, Mannavanur
3. Incharge AKMU Unit for uploading the same CSWRI Web site.
4. All Scientific/Technical/Administrative/SSS

SELF DECLARATION

I _____ Designation _____ left
CSWRI,Avikanagar w.e.f. _____ on tour/leave/otherwise
and stayed at my residence _____ and not moved any
other place than mentioned.

I did not visit any corona hot spot places and containment area.

I do not have any symptoms of COVID-19 CORONA Virus.

Date & Time

Name _____

Designation _____

Section _____

Mobile No. _____

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