



Indian Institute of Technology Jodhpur

No. IITJ/Admin/2019-20/261

Dated: 16 March 2020

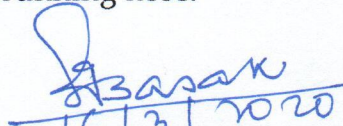
CIRCULAR

Subject: Protective measures to prevent the outbreak of Novel Coronavirus (COVID 19) at the Institute.

In view of the Govt. of India declaration of Novel Coronavirus (COVID 19) as a National Disaster and the declaration of it as a pandemic by the WHO; it has been decided to take following preventive measures with the immediate effect at the Institute:

1. Housekeeping manpower should be instructed to clean the Touch-points such as **Door Handles, Railings, Elevator/lift buttons** and other areas potential of carrying the virus in all Buildings of the Institute including Hostels with **disinfectant (70 percent alcohol-based) / Chemical based liquid (used by AIIMS Jodhpur) twice** in a day.
(Action: F/In-charge (Logistics))
2. Housekeeping manpower should also be instructed that Soaps/sanitizing hand rub should be available near wash basins and water supply should be ensured as frequent hand washing kills the virus and prevents spread of COVID-19.
(Action: F/In-charge (Logistics))
3. All offices are advised to avoid crowded meeting(s) and ensure proper distancing in sitting arrangement while conducting the urgent meeting(s).
4. All Faculty, Staff and Students are advised to avoid hugging, shaking hands while greeting and keeping their workplace clean to ward off the coronavirus infection.
5. All are requested to ensure workplace cleanliness, "Surfaces (desks and tables) and objects (telephone, keyboards) need to be cleaned with disinfectant frequently and regularly.
6. All are advised to avoid crowded places like malls, markets, stations unless required, and maintain a safe distance from any person having cough and running nose.

This issues with the approval of the *Competent Authority*.


16/3/2020
(P. G. Basak)

Advisor (Admin) & Offg. Registrar

Distribution

1. Director - *for kind information*
2. Faculty-in-charge (Logistics)
3. All Faculty Members
4. All Staff Members
5. All Students
6. Webmaster: for posting the CIRCULAR on the Institute website