

A-40011/2/2020-Admn.I
The National Institute of Health & Family Welfare

C I R C U L A R

New Delhi-110067
Date:- 24.03.2020.

Sub: - Preventive measures taken to contain the spread of Novel Coronavirus (COVID-19).

Ref.: DoP&T O.M. Nos. No.T-21021/1/2020-Acad.Desk(Part-3), dated 19.3.2020, 20.3.2020 & 22.03.2020 read with MoHFW clarification issued vide O.M. No. Z.28015/19/2019-Estt.I dated 24th March, 2020.

Reference is invited to DoP&T OMs read with clarification issued by the Ministry of Health & Family Welfare today, the following steps have been taken to tackle the unprecedented prevailing situation by this Institute:

1. The NIHFW will continue to work as usual with its Faculty, students and staff who will attend office duty.
2. The **Non-Resident** faculty and staff including the outsourced service providing staff who are **coming from far off places** to the Institute will be facilitated to stay at the Hostels following all precautionary steps with regard to social distancing norms and they will also be provided facilities for food (breakfast, lunch and dinner) to avoid any hardships cause due to plying fro and to the Institute. Necessary arrangements for boarding/lodging will be made by the Institute's Hostels free of cost.
3. Those who are staying nearby Institute to be facilitated by Institute transport for pick up and drop as per schedule devise.
4. A Temporary Authorisation Card will be issued to all the non-resident faculty/staff/outsourced staff (who are not willing to stay in the Campus) so as to avoid their coming to the Institute for official duty and going back to their residences.
5. All the medical staff will also ensure necessary medical assistance/medicines so required during the lockdown period for the staff accordingly.
6. The Hospital Block will be got ready by making it functional on emergency basis to meet any contingent situation that may arise as per the requirements of the Ministry.
7. Additional security & housekeeping staff will have to be strengthened until further orders.

This issues with the approval of Director, NIHFW.



(Anil Kumar)

Deputy Director (Admn.)

24.03.2020.

To

1. All Heads of the Department/Sectional Heads – with a request to bring to the knowledge of the students and staff working under them.
2. PA to Director/Dean/Deputy Director(Admn.)
3. Computer In-charge – to upload on the Institute's website.