



**INDIRA GANDHI DELHI TECHNICAL UNIVERSITY FOR WOMEN**  
**(ESTABLISHED BY GOVT. OF DELHI VIDE ACT 09 OF 2012)**  
**KASHMERE GATE, DELHI-110006**

---

F.No. IGDTUW/Reg. Off./COVID-19/2021-22/

Date: 06.6.2021

**OFFICE ORDER**

In compliance to the Delhi Disaster Management Authority (DDMA) Order No. F.2/07/2020/pt-file-III/432 dated 5/6/2021 all the departments/sections/branches of the University shall open and function w.e.f. 07.06.2021 with officers of the level of Grade-I/equivalent and above to the extent of 100% strength. Further, other staff upto 50% will attend the University in physical mode and remaining 50% of the staff will work from home. Accordingly, all the Deans, HoDs, Section/Branch In-charges shall prepare & issue **weekly roster** of staff of their department/office/section/branch and send a copy to the office of the undersigned.

Further, all classes (theory/practical) of UG, PG and Ph.D students will continue to be held in **Online Mode**.

It is further directed that all **COVID Appropriate Behaviour** viz. wearing of masks, face shield, maintaining social distancing, regular hand washing and use of sanitizer, maintaining health hygiene no spitting, no consumption of liquor, pan, gutkha, tobacco, etc. shall be maintained in the Offices/work place.

This issues with the approval of the Competent Authority.

[PROF. R. K. SINGH]  
REGISTRAR

F.No. IGDTUW/Reg. Off./COVID-19/2021-22/

Date: 06.6.2021

**Copy to:**

- 1) PS to Hon'ble Vice Chancellor, IGDTUW, Delhi.
- 2) PA to Pro Vice Chancellor, IGDTUW, Delhi.
- 3) PA to Registrar, IGDTUW, Delhi.
- 4) All the Deans/HoDs/Chief Warden/ Section/Branch In-charges, IGDTUW, Delhi - for information and necessary compliance
- 5) All the Dean/HoDs/Chief Warden/In-charge Dispensary/Additional Registrar (HR)/Additional (GA)/ State Officer, IGDTUW, Delhi – with direction to attend the Office/University on regular basis.
- 6) System Analyst, IGDTUW, Delhi – for uploading of the order on the University website.
- 7) Guard File.

[PROF. R.K. SINGH]  
REGISTRAR