

# National Institute Of Fashion Technology, Chennai

No. NIFT/Che//Circular/2020

04.09.2020

## Office Memorandum

Ref: 1. OM No. 40-3/2020 DM-I(A) dt: 29.08.2020 from Ministry of Home Affairs, GOI  
2. OM No. 1312(581)/NIFT/HO/Admin dt: 31.08.2020 from NIFT HO

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In pursuance of the OM under reference (i) cited and owing to the prevailing widespread global pandemic conditions of COVID-19, the Government of India has issued further extension of "Phased re-opening (Unlock-4) of areas outside containment zones" upto 30.09.2020. Schools, colleges, educational and coaching institutions will continue to remain closed for students and regular class will continue to remain closed during the above lock-down period. Accordingly, NIFT Chennai will remain closed till 30.09.2020 or until further orders subject to the following terms:

- a. Online teaching/distance learning will remain continued.
- b. All faculty/officers/staff will be considered on duty and shall work from home as per the guidelines of the concerned division heads.
- c. All above said officials should be available through mobile phones and other electronic means of communication at all times.
- d. They should physically attend the office if required for essential and exigent duties in public interest.
- e. No officials should leave the headquarters without proper approval of the Director. Any deviation of such cases will be viewed seriously and dealt in accordance with the regulations.
- f. It is to reiterate that all employees shall install the " AAROGYA SETU" app in their mobile phones.
- g. Those Officers/ Faculty/ Staff members called for duty as per the Roaster shall be conducted vide protocol and the Standing Operating Procedure & guidelines issued by MHA.

This issue with the approval of competent authority

Sd/-  
**Joint Director**

To

All faculty/officers/staff

### Copy to:

- The DG-NIFT
- The Director (Admin)
- The Dean (A)
- The CVO
- The Director (Finance)
- The Director (IT & NRC)
- The Registrar (Estt.)
- The Head (AA)
- All Campus Directors
- The Joint Director & COE, Head Office
- PS to DG, NIFT