



COTTON UNIVERSITY

Panbazar, Guwahati-781001, Assam, India

www.cottonuniversity.ac.in :: 0361-2733530 :: registrar@cottonuniversity.ac.in

NOTIFICATION

In consideration of the order of the Chief Secretary, Assam vide no. ASDMA.28/2021/126 dated 26th June 2021, this is for information of all concerned that all Officers and support staffs (including contractual staff) of the Administrative Offices and Heads of Academic Departments, Controller of Examinations Office, Director of Students Welfare Office etc. are required to attend office with effect from 1st July, 2021 from 10:00 AM to 4:00PM until further notification from ASDMA.

Employees who have not taken vaccine are hereby informed to take vaccine within 7 days and will have to attend office as and when their services are required by respective authorities.

All Faculty members are requested to continue online classes / activities from home. HoDs are hereby authorised to call departmental faculty members for duty, as and when required.

However, pregnant women employees and women with children of 5 years or below are eligible to work from home and persons with disabilities (PwDs) are exempted from attending duties.

In all offices, Covid-19 protocols are to be strictly followed. All physical meetings and gatherings are prohibited and visitors are not allowed within the campus.

This has been issued with the approval of the Honourable Vice Chancellor, Cotton University.

blhs
30/6/21
Registrar

Memo No. CU/REGOFF/2017/012/ 4251-58

Dated: 30 June, 2021

Copy to:

1. PS to the Vice-Chancellor for kind information of Hon'ble Vice Chancellor, CU
2. All Deans/Officers/ Heads of the Department for information.
3. All Superintendents of University Hostels.
4. Computer System Manager to upload the Notification in the University website.
5. All Section Heads, CU
6. Notice Boards.
7. Office file.