

# THE TAMIL NADU Dr.AMBEDKAR LAW UNIVERSITY

[State University Established by Act No.43 of 1997]

"Poompozhil", No.5, Dr. D.G.S. Dhinakaran Salai, Chennai - 600 028

Telephone Nos. 2464 1212 & 2464 1919



Tmt.R.Vijayalakshmi  
Registrar i/c.

C.No.045/Estt.B1/2020  
18.06.2020

## CIRCULAR

**Sub:** COVID - 19 - Infection and Prevention and Control - Government of Tamil Nadu - Lockdown promulgated for until from 19.06.2020 early morning 00 hrs. to 30.06.2020 midnight 12.00 hrs. with some relaxations - Orders Issued - Reg.

**Ref:**1. This Office Circular C.No.045/Estt.B1/2020 dt.16.05.2020  
2. G.O. (Ms.) No.299 Revenue and Disaster Management (DM-II) Department dated 16.06.2020

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In continuation of the earlier Circular 1<sup>st</sup> cited above, the Government of Tamil Nadu have ordered vide reference 2<sup>nd</sup> cited, to enforce **complete lockdown under Disaster Management Act, 2005 for 12 days from 19.06.2020 early morning 00 hrs. to 30.06.2020 midnight 12.00 hrs** in Greater Chennai Police Commissionarate areas and some areas in Chengalpattu, Kancheepuram and Thiruvallur Districts, as preventive measures to control the spread of COVID 19 Pandemic with following instructions for smooth functioning of the office:-

2. In pursuance of the Government Order, the Tamil Nadu Dr.Ambedkar Law University both at Poompozhil and Perungudi Campuses will function for deployment of required staff, **not more than 33%, for all administrative functioning of the University with the minimum level, without affective essential official duty.**

3. The Officers of the concerned Section/Department are requested to take all necessary steps for deployment of required staff not exceeding 33% by abiding the instructions of the Government Order and the attendance of the staff may be forwarded to the Registrar on completion of every week, without fail.

4. The Officers, Faculty and Staff in the Containment Zone shall remain and attend work from home by obtaining prior permission from the Registrar through proper channel.

4. All Officers, Faculty, Staff shall always be available for official work and accessible through any electronic mode of communication.

5. The Officers and Staff are advised to utilize their own vehicle. They shall carry the Official ID during their travel along with the 'On Duty Pass' duly attested by the concerned authorities.

6. All other Staff, who are not on duty, shall stay at their residence awaiting instructions from the Registrar. They shall make themselves available for any essential work at any time. They shall keep their mobile phone always in active mode in all the time. Non-response will be treated as absence for the day.

7. The Officers and Staff are advised to maintain Social Distancing, Wearing of Mask, Repeated Washing Hands with Soap Sanitizers, without any deviation.

6. The above orders shall be followed strictly, until further orders.

//BY ORDER//

R. Vijayalakshmi  
REGISTRAR i/c. 18/6/2022

Encl.: Staff List Enclosed

To:

1. The P.S. for placing before the Hon'ble Vice-Chancellor for kind information
2. The Finance Officer
3. The Controller of Examinations
4. The Director of Academic Affairs, Research & Publication, SOEL
5. The Director of P.G. Courses, SOEL
6. The Director of U.G. Courses, SOEL
7. The Director, DDE
8. The Librarian
9. The Chairman, Law Admission
10. The PIO
11. ADPE/The Estate Officer
12. The Deputy Warden [Men's Hostel & Women's Hostel]
13. The V.C. Secretariat
14. The Establishment Section [Teaching]
15. The Academic Section
16. The Establishment Section [Administrative Staff]
17. The PP&B Section
18. For File