

DIRECTOR'S SECRETARIAT

NOTICE – 14 /2022

GUIDELINES FOR COVID – 19 LEAVE

1. Refer Govt. of India, Min of Health and Family welfare guidelines for revised discharge policy for Covid-19 dated 05 Jan 2022 and 09 Jan 2022.

2. All staff who are affected by Covid – 19 need to observe following guidelines strictly :-

(a) It is mandatory for who is tested positive to send authenticated test report to college for record and sanction of Covid – 19 leave.

(b) Leave toward Covid-19 will be granted for 07 days (from the date mentioned in test report) and on written advice if mentioned by registered practitioner doctor it will be granted for further 07 days only.

(c) During this period who is under home isolation, he/ she need to conduct online classes/ labs/ tutorial or task assigned by college.

(d) All must be available on mobile/ landline telephone.

(e) HOD's or Offg HOD's must forward such request on noting sheet alongwith test report for further processing of leave application.

(f) Follow the Covid-19 protocol and doctor's advice given time to time.

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Army Institute of Technology
Dighi Hills, Pune - 411015

Date: 19 Jan 2022

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(Abhay A Bhat)
Brig
Director