



ICAR - CENTRAL INSTITUTE OF FISHERIES EDUCATION

(Deemed University)

(University under Sec. 3 of UGC Act),

Indian Council of Agricultural Research

Panch Marg, Off. Yari Road, Versova, Andheri (west), Mumbai 400 061

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F. No. 11-6/2019/Estt./

Dated 24th September, 2020

Circular

All the officials/ staff must follow the following preventive measures to contain the spread of Novel Corona Virus (COVID - 19):

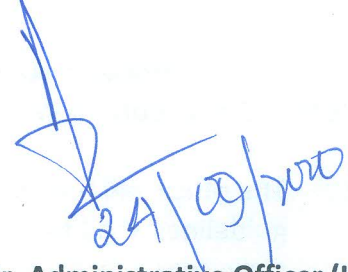
- 1 The office will function regularly; however, all COVID 19 related preventive measures and guidelines shall be strictly followed/observed by the staff. The movement of staff from their workplace to other rooms/places shall be discouraged except in unavoidable situations.
- 2 During the office hours, the staff shall not go out of the office premises except in an emergency or unavoidable circumstance.
- 3 The Indoor Sports Complex / Gymnasium in both the Campuses will be closed until further orders.
- 4 There shall not be any group activities on the premises. The staff, staff family, and the children in the New Campus should not move in groups (including playing) until further orders.
- 5 As a precautionary measure, the maidservants, milkman, newspaper services, and the entry of vendors inside the premises will not be allowed up to the end of October 2020 or until further orders.
- 6 On-going civil works by CPWD or Departmentally will continue; however, the workers shall undergo thermal scanning and other routine tests before entering into the Campus. The construction workers should strictly adhere to advisory (like wearing a mask, face shield, gloves, etc.) of MHA / Govt. of Maharashtra.
- 7 Movement of the occupants of Type-IV & V quarters in the New Campus shall be monitored. All the staff and staff family should monitor their health condition. In case of any symptoms of COVID-19, they should immediately take medical treatment and accordingly inform the office for taking appropriate action in containing the infection.

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- 8 Foot-operated sanitizer dispenser shall be placed near the lifts of the type-IV and Type-V Quarters.
- 9 The house-keeping staffs are advised to collect the garbage from the residences of COVID-19 infected patients in a separate bag, and not to mix with regular garbage bins to avoid possible spread of infection. The staff/residents are advised to keep the kitchen waste in a disposable bag and not in the plastic bins.

This is issued with the approval of the Director.

A handwritten signature in blue ink, followed by the date '24/09/2020' written in the same ink.

Sr. Administrative Officer (I/C)

Distribution:-

1. All Head of Divisions/ Incharges/ Sections/ Cell.
2. Director Cell.
3. CF&AO/ SAO/ FAO/ AAOs/ AF&AO.
4. Dr. A. K. Jaiswar, Principal Scientist & Vigilance Officer, ICAR – CIFE, Mumbai.
5. Staff.hq@cife.edu.in
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