



Punjab Engineering College, Chandigarh
(Deemed to be University)



Office Order No. 635

Dated: 01 SEP 2020

The following committee is constituted to coordinate activities related to Covid-19.

1. Prof. Sanjeev Sofat (Convener)
2. Prof. Umesh Sharma (DIPE)
3. Prof. Sanjeev Kumar (DSW)

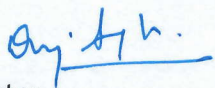
The committee shall have the following terms of reference:

1. Providing information to all regarding Covid-19 through email and website or any other means they deem fit. The information could be about healthy practices, guidelines about the government, etc. This could also include information on cases on campus.
2. Come up with guidelines that all visitors to the campus, employees, students, and residents should follow. This is in addition to any requirement as part of government notifications which are covered in part (1).
3. In case of any positive case on campus, coordinate with appropriate agencies to provide help to the patient and family members.
4. In case of a positive case in any of the offices, ensure that the standard operating procedure of the government (and any additional measures) is implemented.
5. Coordinate with other organizations on campus including CCA, PECOSA, PEC CCE, DTE, commercial organizations, including banks and post office, so that any case on campus is known to us and appropriate procedures followed.
6. Any other issue that Director may refer to them regarding Covid 19.

The committee can form sub-committees for its tasks, and/or co-opt more members, as the need be. All students, staff, faculty and campus residents are requested to cooperate with the committee and agree to any task that this committee requests you to do.

Computer Center is requested to allow all three members of the committee rights to send emails to all faculty, staff and students of the Institute.

The committee's tenure will be till March 31st, 2021.

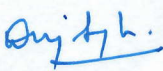

Director

Endstt.No. PEC/Dir./2020/ 12691- 712

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Copy of the above is forwarded for information and necessary action to: -

1. Deputy Director
2. All Deans
3. Registrar
4. All Heads of the Departments/ Centres
5. ACF&A
6. Webmaster: To circulate amongst faculty, students and staff through email.


Director