



National Institute for Empowerment of Persons with Multiple Disabilities
(Dept. of Empowerment of Persons with Disabilities (Divyangjan),
Ministry of Social Justice & Empowerment, Govt. of India)
East Coast Road, Muttukadu, Kovalam (Post), Chennai-603 112.
Tele – Fax : +91-44-27472389, Telephone : 27472104, 27472113.
Toll Free No: 18004250345

Website: www.niepmd.tn.nic.in E-mail: niepmd@gmail.com

No.NIEPMD/Admn.2(33)/2020-21/

October 09, 2020

OFFICE ORDER

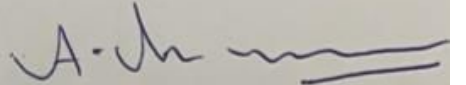
The COVID19 management committee of NIEPMD vide minutes of the meeting held on October 09, 2020 has conveyed that quiet a number of persons having COVID19 symptoms have come to the notice of the committee.

Hence, as per the SOP, the NIEPMD campus needs to be fumigated and sanitised to break the COVID19 spreading chain.

Accordingly, all the Head of Departments shall instruct their staff to work from home as far as possible during October 12th to October 16th 2020. The Head of Department shall ensure important scheduled events / clientele services / appointments are taken care of with skeletal staff.

It shall be ensured that, the security guard inform the visitors to the Institute about the fumigation process and the staff placed at the reception shall be providing necessary support and guidance to the clients visiting the Institute.

This issues with the approval of the competent authority.


Dy. Registrar (Admn.) 9/10/2020

To

1. All Officers and Staff of NIEPMD;
2. IMO for hosting in the website;
3. Notice Board;