



# VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)

(Accredited by NAAC)

Prof.Dr.B.Jaykar, M.Pharm., Ph.D.,  
Registrar

Ref. No. VMRFDU/REG/2019-20/239,

16.03.2020

To

All Deans, Principals & Directors,  
Constituent Colleges and Schools,  
Vinayaka Mission's Research Foundation  
(Deemed to be University),  
Salem.

Dear Sir / Madam,

Sub: Advisory for all constituent Colleges and Schools - Novel Coronavirus  
(COVID 19) precautions to be taken in all institutions - reg.

Ref: Urgent communication from UGC on the matter dated 05.03.2020.

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This letter is to remind you upon the urgent preventive measures to combat the threat of the Novel Coronavirus, as many cases are being reported in the country and in our state. All the constituent Colleges and Schools under this University are requested to take precautions and follow the advisory given below Intimated by the UGC to prevent the transmission of this deadly virus:

**All institutions are advised to:**

- Avoid large gatherings on campus.
- Any student/staff with travel history to any COVID-19 affected countries or in contact with any such persons in the last 28 days, should be monitored and home quarantine for 14 days.
- Students/staff with signs and symptoms (fever, cough or difficulty in breathing) should immediately seek medical assistance. In such cases, the student/staff should not report at the campus till advised by the doctor.
- All staff/students are to be alerted upon Hand wash and Respiratory Hygienic.



**Hand Hygiene:** Wash hands frequently and thoroughly with soap and water or using sanitizers, even if hands are visibly clean. **Respiratory Hygiene:** Everyone should cover their mouth with a tissue/handkerchief (or their sleeve if no tissues are available) when they cough/sneeze and wash hands afterwards. Do not touch your eyes, nose and mouth. Everyone should throw away used tissues in a bin and wash their hands after contact with coughing/sneezing.

- Frequently disinfect all classrooms/working spaces/hostel rooms/touched surfaces etc.
- Provide alcohol based hand cleaners/sanitizers in frequented spots in the college/hostels.
- Provide soap solutions/sanitizers and water in all rest rooms all times.
- Hostel wardens are to strictly monitor the health status of students in all hostels on regular basis. In case of any suspected issues, contact immediate local authority for assistance.
- Students are to be advised to refrain from all gatherings/festivals and crowded environments. Heads of Institutions are to restrict public meetings/study tours/technical fests/sports meets etc.
- All Heads of Institutions under this University are advised to be extremely vigilant upon the wellbeing of our students and please remain in contact with the District Medical Officers/local health authorities for timely actions.
- Strict health monitoring of students who resort to long route buses, trains etc, need be done.
- Existing health facilities in the campus should be augmented with enough facilities for the screening of students.
- Regular use of gloves, masks, and cleaning materials are to be made available for staffs in library, canteen, central computing facilities, administrative staffs, security staffs, and wherever regular interaction with public is required.
- Each college can think of setting up of a task force, with support from voluntary organizations like NSS, to spread awareness and enforce the guidelines stipulated.
- Heads of Institutions are requested to be prepared for the online delivery of lectures/courses through appropriate devices/programs to the end points available to their students, in case, the situation demands.

  
REGISTRAR