



# 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/2019-20/278,

04.05.2020

## CIRCULAR

To

**All Heads of the Institutions.**

Dear Sir / Madam,

In continuation of our earlier Circular Ref. No. VMRFDU/REG/2019-20/242/19.03.2020, 270/02.04.2020 and 277/15.04.2020, I am by direction would like to inform you that **the vacation is extended for a further period till 17.05.2020.**

Hence, all heads of the institutions are instructed to inform the students accordingly.

In case of Medical, Dental, Homoeopathy and Nursing Colleges wherever the patient care is provided, the respective head of the institution are authorized to prepare the duty schedule depending upon the requirement. If any emergency arises all the faculty members will be recalled immediately for duty.

The heads of the other institutions are informed to function the institution with minimum essential staff like Electricians, Plumbers, Administrative, Technical and Non-Teaching staff. In addition, the heads of the institutions are informed to visit the institution frequently (atleast two days ones) and the minimum Teaching staff in each department on rotation basis to be maintained during this lockdown period. The heads of the institutions are requested to take care of the maintenance of the building, furnitures and equipments by utilizing the service of the maintenance and technical staff.

All the institutions are requested to maintain the regular communication with the students and staff through electronic means and keep them fully informed so that there is no anxiety amongst the students, staff and parents.

*B. Jaykar*  
REGISTRAR

Copy to:

1. The Vice Chancellor,
2. The Pro Vice Chancellor,
3. Officers of the University.

For kind information:

1. The Chancellor,
2. The Pro Chancellor.