

MAHARAJA AGRASEN COLLEGE, JAGADHRI

Sr. No. 148

Date:-14-01-2022

STAFF CIRCULAR

In view of the rising cases of Omicron and in compliance of Govt. Orders, the College has decided to regulate the physical presence of staff in the following manner-

1. Grant in Aid teaching staff will make their physical presence every alternate day starting from Monday i.e. Monday, Wednesday and Friday.
2. The Self-Finance teaching staff will make their physical presence every alternate day starting from Tuesday i.e. Tuesday, Thursday and Saturday.
3. For rest of the days there would be work from home where all teachers would engage the students online for teaching as per time table.
4. They will have to post their meeting link on the college whatsapp group every morning and will take proper attendance of students as usual.
5. The teaching faculty will take note of the students who are not able to attend online classes due to logistic reasons and place teaching material on the student portal.
6. The library and college office shall remain open from 10:00 am to 3:00 pm on all working days during the closure of College.
7. The support staff will attend their duties from 9:00 am to 4:00 pm during the closer period.
8. All members of staff will strictly maintain the Head Quarters and will be available on call by Office/Principal.


Principal