



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय  
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA  
(An Institute of National Importance under MHRD)

Bijni Complex, Laitumkhrah, Shillong – 793003 (India)  
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Date: 16.03.2020.

**NOTIFICATION**

In order to prevent the possibility of an outbreak and spread of the Corona virus in the Institute and as a precautionary measure to safeguard the employees and students of the Institute, it is to notify that:

1. Gatherings such as Conferences, Workshops, Seminars, etc. are to be cancelled/ postponed with immediate effect till 31.03.2020 or until further orders.
2. All approvals for attending Conferences, Workshops, Seminars, etc. outside the state have been revoked and all employees and students are advised not to travel outside the state with immediate effect till 31.03.2020 or until further orders.
3. Cancellation charges, if any, against approved travel for attending Conferences, Workshops, Seminars, etc. outside the state shall be reimbursed on submission of claims along with all necessary enclosures.
4. Students who are already outside the state for attending Conferences, Workshops, Seminars, etc. are advised not to return to the Institute/ Hostel. They are advised to proceed to their hometowns and return to the Institute/ Hostel only after 31.03.2020 or until further orders.
5. Upon procurement of a thermal scanner by the Institute, every person entering the campus will be scanned at the gate by the Security personnel before entry is granted. Employees and students leaving the campus for any purpose during the day will be scanned every time they re-enter the campus.
6. Bio-metric system of recording attendance of students, etc. shall be discontinued with immediate effect till 31.03.2020 or until further orders.
7. Employees are advised to maintain personal hygiene and follow government advisories for their own safety.
8. Employees and students are advised to visit the Institute website regularly for updates and further orders.

This issues with the approval of the Competent Authority.

  
16/3/2020  
for Registrar

Copy to:

- 1) AR(DR), NIT Meghalaya for kind information of the Director.
- 2) All Deans for kind information.
- 3) E-notice among faculty and staff.