



**VALLURUPALLI NAGESWARA RAO VIGNANA JYOTHI
INSTITUTE OF ENGINEERING AND TECHNOLOGY**

An Autonomous Institute, NAAC Accredited with 'A++' Grade
NBA Accredited CE, EEE, ME, ECE, CSE, EIE, IT - B.Tech Programs
Approved by AICTE, New Delhi, Affiliated to JNTUH
Recognized as "College with Potential for Excellence" by UGC & ISO 9001:2015 Certified India
Telephone No: 040-2304 2758/59/60, Fax: 040-23042761
E-mail: postbox@vnrvjiet.ac.in, Website: www.vnrvjiet.ac.in

05-03-2020

OFFICE ORDER

Sub: Constitution of Committee for preparing steps to be taken to prevent Corona virus in the campus and to bring awareness among students and staff – Regarding.

A Committee is constituted with the following members to take measures and prevent spreading of Coronavirus in the campus and to bring awareness among students and staff.

1. Dr. T.S.R.K. Prasad, Doctor
2. Dr. N. Sandhaya, Professor, CSE
3. Dr. C. Jyotsna, Assoc. Professor, Chemistry
4. Dr. P. Padmavathi, Asst. Professor, Chemistry
5. Dr. K. Padmaja, Asst. Professor, Chemistry
6. Dr. B. Ashok, Assistant Professor, Physics
7. Ms. G. Ramaya, Asst. Professor, ECE
8. Dr. G. Sreerama, Physical Director
9. Ms. Victoria Rani, Nurse

All the above members are requested to discuss and prepare a poster and also steps to be taken to prevent the above said virus in the campus.

Dr. C.D. Naidu
Principal

To

All Directors, Deans, HODs, Section Heads – with a request to circulate among the staff.

Copy to All HODs – with a request to circulate in the class rooms.



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C I R C U L A R

Sub: VNRVJIET – Coronavirus – Awareness among students and staff – Certain Instructions – Regarding.

It is hereby informed to all the students and staff that Coronavirus reported in Hyderabad in the recent past. In view of this, all the students and staff are requested to follow the following precautions to prevent the above said virus in the campus.

1. Frequent handwash with soap or sanitizer.
2. Maintain good personal hygiene .
3. Respiratory etiquettes such as
 - i. Using handkerchief or mask over mouth while coughing and Sneezing
 - ii. Use of Tissue Paper or using the sleeve of shirt covering upper arm
 - iii. Avoid touching your eyes, nose and mouth
 - iv. Staying away from College when sick
 - v. Avoiding public gatherings.
 - vi. Students and staff may bring their own masks and sanitizers.
 - vii. Avoid close contact with people who are sick and avoid handshaking, etc.
4. Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
5. Consult Doctor in the Sports Complex in case of emergency.

Dr. C.D. Naidu
Principal

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