



केन्द्रीय विद्यालय डी बी एन शिकार (बीएसएफ), गुरदासपुर पंजाब

Kendriya Vidyalaya D.B.N. Shikar (BSF), Gurdaspur (Punjab)

School No. 24558

Affiliation No. 1600037

Phone: 01871-267650

Website: shikarpurbsf.kvs.ac.in

E-Mail: : ppl.dbnshikarbsf@kvs.gov.in

F.N. 1696 /KV-DBN-2020/

Dated: 20.03.2020

With immediate effect/strict compliance


Office Order

Dear staff members

1. In continuation to this office letter dated 19.03.2020, KVS RO Chandigarh letter no. F.16060/Acad-KVS(CR)/2019-20/ dated 20-03-2020 and KVS HQ letter no.110350 /01/2020-KVS(HQ)/Acad/ dated 20.03.2020, Vidyalaya will remain closed till 31.03.2020 and only teaching staff shall remain at home and remain connected with Principal/School on Mobile/ telephone and electronic means of communications at all time. They should attend office, if called for by Principal for any exigencies of work.Hence all Non-Teaching staff including sub staff will attend the school. However, only 50% of Non Teaching staff of Vidyalaya is required to attend office every day and the remaining 50% staff should work from home.
2. The following roster will be followed with immediate effect:

S.N.	Name of Employee	Date to attend school
1	Mrs. Inderjit kaur, (SSA)	20, 21,28,30 and 31 March 2020
2	Mr. Kartik (JSA)	23,24,25,26 and 27 March 2020
3	Mr. Khazan Singh (Sub Staff)	21,27,28,30 and 31 March 2020
4	Mr. Harjit Singh (Sub Staff)	23,24,25 and 26 March 2020

3. The Non-teaching staff who are working from home on a particular day as per the roster drawn up should be available on Mobile/ telephone and electronic means of communications at all time. They should attend office, if called for by Principal for any exigencies of work.
4. No employee is permitted to leave the station till 31st March 2020 except any emergency.


(Anil Kumar)
प्राचार्य/Principal
के. वि. शिकार/K.V. Shikar
डी. बी. एन./D.B.N.
गुरदासपुर/Gurdaspur



केन्द्रीय विद्यालय डी बी एन शिकार (बीएसएफ) गुरदासपुर पंजाब
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F. /1696/KV-Shikar/2019-20/

Dated: 19-03-2020

Office Order

**Sub: Precautions to be taken in the light of Novel Coronavirus (COVID-19)-
regarding**

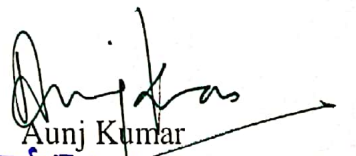
Dear Staff Members,

With reference to the KVS (HQ) letter No. 110350/01/2020-KVS(HQ)/Acad dated 19-02-2020 and KVS RO Chandigarh letter No. F.16060/Acad-KVS(CR)/2019-20/ dated 19.03.2020 and in the light of the outbreak of COVID-19, adequate measures are to be taken to ensure safety and security of students and staff members, as also their family member. Hence you are requested to note the following direction for strict compliance:

1. Vidyalaya will remain closed from 20.03.2020 to 31st March 2020 for students, Teaching and Non-Teaching Staff also.
2. Evaluation and preparation of result for the SEE 2020 which have been conducted till date may be carried out by the teachers at home.
3. All the teaching and non-teaching staff should be available on Mobile/Whatsapp/ and other means of communication at all times and they should attend Vidyalaya, if called and exigency of work.
4. **No Employee is permitted to leave the station till 31st March, 2020 except any emergency.**
5. **Disciplinary action may be initiated in Violation of the above instructions as per KVS norms.**

Join Hands to fight Corona

Support Each Other


Aunj Kumar
प्राचार्य/Principal
के. वि. शिकार/K. V. Shikar
डी. बी. एन./D.B.N.
गुरदासपुर/Gurdaspur