

**REGIONAL CAMPUS**  
**THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY**

(A Central University established by an Act of Parliament)  
Motimahal Campus, 2 Rana Pratap Marg, Hazratganj, Lucknow-226 001  
Phone: 0522-2616073, Fax: 0522-2200009

No. EFL-U/LC-LKO/Admn./2022/414

Date: 10.01.2022

13

**Circular**

In compliance with the G.O. No. 69/2022-CX-3 of the Government of Uttar Pradesh, dated 09.01.2022 cited, the Regional Campus, Lucknow declares holidays from **10.01.2022 to 16.01.2022**. In view of the above, the following guidelines are issued for the Non-teaching staff of the University.

1. The Assistant Registrar and above level officers and 50% of the staff in the respective sections shall attend the office regularly on alternate days with effect from 10.01.2022 to 16.01.2022.
2. The remaining regular staff shall continue to work from home and shall ensure their presence in the office as and when required and they shall not leave the headquarters without prior permission from the Administration.
3. All the outsourced staff shall attend to work regularly.
4. Where the sections are not headed by the Assistant Registrar or equivalent cadre, the Section Head/available officer/s shall attend to the office regularly.
5. The University will not provide any transport facility and all the staff have to make their own transport arrangement for commutation.
6. The staff of the Essential Services will continue to work as it is.
7. All the staff are required to strictly follow COVID appropriate behaviour.

This is issued with the approval of the Competent Authority.



(Vipin Kumar C)  
Director I/c

Copy to: The Registrar, EFL University, Hyderabad  
PS to VC, EFL University, Hyderabad  
COE, EFL University, Hyderabad  
Joint Registrar (Admin), EFL University, Hyderabad  
Joint Registrar (Academic), EFL University, Hyderabad