



# The West Bengal University of Teachers' Training, Education Planning and Administration

25/2 & 25/3, Ballygunge Circular Road, Kolkata – 700019

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**Ref.No: WBUTTEPA/RO/154/2020**

**Date: 23.04.2020**

## **NOTICE**

Communication to combat spread of Novel Corona Virus (COVID-19), issued by the Principal Secretary, Higher Education Department, vide No. 08-Pr. Secy- HED. Dt- 16/04/2020 permits, in the prevailing situation, opening of Administrative Departments of the Universities including emergency services as per local need, following COVID-19 protocol strictly. Accordingly all Administrative Departments and Essential Service of WBUTTEPA ( VCs office, Registrars office, Finance office, Controller of Examinations office, Security services, Vehicle operation, Electricity, Water, Banking operations) etc. may remain open under strict COVID-19 protocol & as per local need to be decided by the appropriate authority to deal with emergent situation. In view of above, All employees of WBUTTEPA are notified that the Departments / Services so opened will run with minimum number of staffs (as required) and will follow all advisories issued by the Government from time to time, strictly.

Sd/-  
Registrar  
WBUTTEPA