NIELIT CALICUT

04(13)/War-Room/Covid Cell/

05 Jul 2021

CIRCULAR

Sub: - Constitution of War Room – for University Exam Related Activities – Reg. Ref: - KTU Circular No. KTU/AD(Exam)2365/2020 dated 02.07.2021

In compliance with the guidelines of APJ Abdul Kalam Technological University vide Circular No. KTU/AD(EXAM)2365/2020 dated 02.07.2021 to follow strict health protocols as per SOP recommended by the regulatory agencies in the conduct of University Examinations, "War-Room" has been constituted with the following staff members under the chairmanship of Executive director.

SI 1.	Name Shri. MP Pillai, Executive Director	Roll - Chairman	Contact Mobile 9446026809
2.	Shri. Martin KM, S/E "F", Division Head	- Member	9447541518
3.	Mrs. Sheela VS, S/E "F", Division Head	- Member	9599552921
4.	Mr. Sasidharan PT, S/E "E", Chairman Canteen Committee	- Member	9446301151
5.	Mrs. Saritha S, S/E "E", Training Officer	- Member	9447886709
6.	Mr. A. Baradharajan, JD (F&A)	- Member	7560890232
7.	Mr. Manoj Kumar MK, STO, Hostel Warden	- Member	9447433175

Based on requirement, representatives of Health dept, Police/Fire & Safety etc will be called for attending meetings/providing inputs/suggestions.

The committee will address all issues related with the conduct of university examinations, including compliance with covid guidelines issued by regulatory agencies.

Joint director(F&A)

To: All Staff (by email)

Copy to: -

- 1. <u>warroom@ktu.edu.in</u>
- 2. website administrator for publishing