

## Measures to be taken by the institutes during the lock down period

### Dr. Anil Rai

*Assistant Director General (ICT)  
Indian Council of Agricultural Research*

Dear All,

Greetins,

I hope all of you are enjoying good health and doing well during this lock down period. In this crucial period, when World is fighting with COVID-19, I would like to remind following points

1. Please take care of yourself and your family members from COVID-19. We need to take all protective measures for our self and educate others for the same to save the country from this dreaded virus.
2. Ensure that your institute premises are fully sanitized, fully protected and all measures have been taken to stop the spread of this disease. Staff members of the institute are safe and healthy.
3. You have to take care of animals, birds, fishes etc. They are adequately fed and healthy. All critical labs of your institute are taken care and functional as per the requirement. Critical and longterm experiments of your institute are being carried out as per plan with support of minimum staff. If need be, all logistics support is to be provided to the staff for providing these essential services.
4. Please ensure that all financial activities of your institute such as budget expenditure, salary etc are expedite as per the targets of this financial year 2019-20. You have to provide all logistics support to staff attending the same.

In case, you face any problem with respect to ensure above points, please let us know. Also, if you have knowledge of infection to any person/ staff of your institute by COVID-19, **please report the same to undersigned**. This mail has approval of Secretary, DARE and Director General ICAR.

With regards,

### Dr. Anil Rai

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