



**Sir Syed University of Engineering & Technology**  
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**NO: SSUET/REG/2020/OLM/003**

**Date: 4<sup>th</sup> April 2020**

**ATTENTION: ALL NON TEACHING AND AMINISTRATIVE STAFF MEMBERS OF SSUET.**

In fulfillment of the instructions by the Government of Sindh and HEC in the wake of declaration of COVID-19 Pandemic worldwide, the following announcements are hereby notified for information and compliance of All Non-Teaching and Administrative Staff Members of Sir Syed University of Engineering & Technology, Karachi.

- In view of closure of all Universities across the Pakistan and due to extension in lockdown period, the University will remain closed till **14<sup>th</sup> April 2020** for All Non-Teaching and Administrative Staff Members of SSUET. **(The University closure period for All Non-Teaching and Administrative Staff is being counted from 18<sup>th</sup> March 2020 to 14<sup>th</sup> April 2020).**
- After the elapse of lockdown period, All Non-Teaching and Administrative Staff will have to report back to the campus on **15<sup>th</sup> April 2020**.
- However, **all Para Medical Staff/ Ambulance Drivers/ Engineering & IT Technical Staff / Security Guards/ Sanitary Workers/ and other Technical Staff** engaged in essential services (for University Campus) will remain on duty as per their notified duty rosters.

**Note: Above mentioned dates of University closure are subject to further announcement by the Government in view of COVID-19 and may be reviewed accordingly.**

*Sarfraz Ali*

**Engr. Syed Sarfraz Ali**  
**Registrar**

To,  
Additional Registrar, Director Finance, All Deputy Registrars, Resident Auditor, Manager, I.T. Department, Manager, MIS Department, Controller of Examination, DSA, CSO, Librarian, All Notice Boards.

Copy to,  
All Deans, Associate Dean Faculty of Engineering, All Chairpersons of Teaching Departments (To inform non-teaching staff working in Teaching Departments).

Copy to (for information):

- PS to the Chancellor
- PS to the Vice-Chancellor