



**Government of Jammu and Kashmir**  
**Higher Education Department**  
**Civil Secretariat, J&K**

Subject:- Online teaching protocol in Higher education institutions during COVID restrictions - regarding.

Govt. Order No. 170 -JK(HE) of 2021  
Dated: 20-04-2021.

Department of Disaster Management Relief, Rehabilitation and Reconstruction vide its Order No. 21-JK(DMRRR) of 2021 dated 18-04-2021, ordered certain COVID related restrictions pertaining to the normal functioning of colleges. Accordingly, in order to achieve optimum learning outcomes, following protocol is hereby ordered to be adopted by all degree/professional colleges of J&K, UT :-

- i. Govt. Degree Colleges / Professional colleges shall remain closed for students for imparting on-campus/ in-person. However, online teaching shall continue till the restrictions are in place for which teaching staff shall attend their respective institutions.
- ii. The teaching staff shall conduct online classes from their respective institutions, as per a roster to be prepared by the concerned Heads of institutions, adhering to COVID-19 SOP's issued by the Govt.
- iii. The daily working of teaching faculty shall be monitored by the Principal concerned and shall submit the requisite information as per the format given below on weekly basis to the Administrative Department.

S. No.	Name of Faculty	Subject	No. of classes allotted	No. of lecture delivered	No. of students	
					Total	Present (per lecture)
1	2	3	4	5	6	7

- iv. In order to ensure mandatory level of student attendance in online classes, satisfactory attendance(as per UGC norms), shall be an important parameter in according marks in internal assessment. Thus, attendance sheets shall be maintained daily by the colleges & shared with students fortnightly.

By order of the Government of Jammu and Kashmir.

Sd/-  
(Sushma Chauhan)IAS  
Secretary to Government  
Higher Education Department  
Dated: -20-04-2021

No.HED-Coll/ESTB/2021-10

Copy to the:-

1. Joint Secretary, MHA, Govt. of India, New Delhi
2. Principal Secretary to Hon'ble Lt. Governor, J&K, Jammu.
3. Commissioner Secretary to Government, General Administrative Department.
4. Director Colleges, J&K, Jammu.
5. OSD to Advisor(B) for information Hon'ble Advisor.
6. Registrar Cluster Universities Jammu and Srinagar
7. Principal \_\_\_\_\_
8. PS to Secretary to Govt., Higher Education Department.
9. Concerned for immediate compliance.
10. Government order file.
11. Stock File (w.2.s.c)

(Shabir Ahmad Baba)  
Under Secretary to Government  
Higher Education Department