

Please note that if you have (or observe) symptoms of fever, flu, cough and /or breathlessness, do not report to office. You are advised to visit the nearest hospital and consult the doctor to decide appropriate course of action. Also please inform your unit head and you may apply for leave in consultation with your immediate supervisor.

Kindly take all necessary precautions to get well soon and to avoid any possibility of infection to others around you. Also please update your immediate supervisor about your health at regular periodic intervals.

If you suspect to have come in contact of a Covid positive person, kindly contact your immediate supervisor and seek medical advice at the earliest.

Those advised to observe self – isolation / quarantine must follow the guidelines meticulously. In case any help is needed, the security control room may be approached.

The following Protocol is recommended to be followed in case of a suspect/ contact among employees of IIT Delhi:

- Employee to inform the Head of the academic /administrative unit with details of the symptoms and other relevant information.
- Head of the unit to communicate to the Registrar, Dr. Ajay Jain, Doctor-in-charge, Covid Response, Security Officer, Institute Engineer (for sanitizing), DDSP & DDO.
- Head of the unit to prepare a list of all persons who might have come in contact with the concerned employee along with their employee code, address and mobile number along with details of any co-morbidity (diabetes, heart diseases, kidney ailment).
- Registrar to inform about the case to SDM (Mehrauli), DM (South), CDMO and Dist. Surveillance officer, South District, and SHO Kishangarh and facilitate liaison with appropriate administrative and medical authorities.
- Doctor-in-charge Covid response team, IIT Delhi Hospital (Dr Ajay Jain) to advise the concerned employee as well as the Head of his/her unit for follow up measures to be taken. This may involve quarantine of all those employees who came in contact with the concerned employee.
- The employee as well as others suspected to have come in contact with the employee (if advised to go on quarantine/isolation) are expected to provide periodic update on their health and results of any tests conducted to the District Surveillance Officer.