

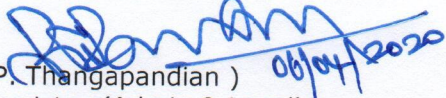


# भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(Central University, Govt. of India)  
HEADQUARTERS

**CIRCULAR 02/2020 Dated 06.04.2020**  
**AMENDMENT TO CIRCULAR 01/2020 Dated 02.04.2020 -**  
**APPEAL TO CONTRIBUTE TO PM-CARES FUND/PMNRF**  
**DUE TO COVID - 19 PANDEMIC - REG.**

1. Kind attention is invited to the Circular No.01/2020 dtd. 02.04.2020 on the same subject.
2. Consequently, the following amendment is issued to all campuses & HQ, with the approval of Competent Authority:-
  - i) To include DA in one day salary ( i.e. : **BASIC pay + DA / IDA** ) of all regular employees of IMU [ 49(i), (ii) & (iii) ], in lieu of BASIC Pay alone.
  - ii) IMU employees are requested to exercise their options for this voluntary contribution **on or before 13.04.2020 - 12 PM** in lieu of 15.04.2020. The mode of said option exercising may also be in any form of written / electronic communications viz..e-mail, whats app, SMS..etc in view of prevailing situation.
  - iii) The list of employees indicating actual amount to be deducted from employees and thus total amount of each campus, based on options received from employees **are requested to be forward to the email ids of FO(i/c) & Registrar(i/c) by 13.04.2020 - 4 PM.**
  - iv) **The amount to be received from campuses & HQ as per Point No. 2(iii) above, will be paid/transferred centrally by F&A of IMU-HQ, in view of priority and immediate assistance for the cause.**
  - v) Accordingly, the amount to be deducted from the pay bill of April, 2020 by each campus may be transferred to **HQ account No. 2 by 15.04.2020** with an intimation to FO(i/c) & Registrar(i/c) and then arrange for deduction from employees' payment.
  - vi) All HQ employees are requested to send their options to the undersigned email id: [thangapandianp@imu.ac.in](mailto:thangapandianp@imu.ac.in) (or) Mobile No. / Whatsapp : 9444 294 393.
3. In addition, as desired by a few contract employees, the option for voluntary contribution is extended to Contract employees including Consultants (one day pay). This may be extended, if those employees are willing to contribute at campus / HQ level.
4. All other entries remain unchanged in the Circular 01/2020 to the extent of its application.
5. This has been concurred by F&A and approved by Competent Authority of IMU.

  
( P. Thangapandian )  
Assistant Registrar(Admin & Legal)

To

**All Campus Directors**

**Copy to:**

- |             |                       |                        |             |
|-------------|-----------------------|------------------------|-------------|
| 1) PS to VC | 2) PS to Registrar    | 3) FO(i/c)             | 4) CoE(i/c) |
| 5) DR(AL&S) | 6) All DRs/ARs/AR(F)s | 7) IT Section/Website. |             |