



UNIVERSITY OF POONCH RAWALAKOT

Office of the Registrar

Phone No. 0092-5824-960053, Fax No. 0092-5824-960052, Email: registrar@upr.edu.pk , URL: www.upr.edu.pk

Office Order

In pursuance of the directions issued by the Higher Education Commission (HEC), Islamabad vide Letter No. 10-01/2026/Coord/HEC/188 dated March 10, 2026, and in compliance with Notification No. S&GAD/G-12(68)/2026 dated 11-03-2026 issued by Services & General Administration Department Govt. of AJ&K, Muzaffarabad, regarding the implementation of austerity and fuel conservation measures, the following arrangements/directives are hereby issued for implementation with immediate effect and shall remain in force w.e.f. 16-03-2026 to 31-03-2026 (Holiday excluded). Further instructions in this regard shall be issued in due course:

1. All academic activities/classes shall be conducted through online mode.
2. The University shall observe a four-day workweek (Monday to Thursday).
3. Work-from-Home for up to 50% of the staff, including faculty, is hereby implemented on an alternate-day basis. The respective Deans, Directors, and Chairpersons/Heads of Departments shall devise the necessary schedule and ensure continuity of academic and administrative operations.
4. Meetings of statutory bodies, committees, and academic councils shall, as far as practicable, be conducted through online platforms.
5. All Deans, Directors, and Chairpersons/Heads of Departments shall ensure the implementation of the above-mentioned directives. They shall also ensure the preparation and adherence to class timetables, smooth conduct of online classes, and effective engagement of students, and disseminate the same among faculty members, staff, and students accordingly.


Assistant Registrar

No. UPR/Gen-01/ 923 /2026

Dated: 16-03-2026

Distribution:

- All Deans of the Faculties
- All Chairmen/HoDs/Directors
- The Registrar
- The Treasurer
- The Controller of Examinations
- The Director, Students Facilitation and Coordination
- Public Relation Officer

CC:

- Secretary to the Vice-Chancellor
- Personal File