

F.No.1.13(03)Misc/DTU/2022/173

Dated: 22/5/2026

OFFICE ORDER

Subject: Implementation of Work From Home (WFH) Arrangements and Fuel & Energy Conservation Measures in the University – reg.

In pursuance to General Administration Department (GAD), Govt. of NCT of Delhi advisories issued vide No.53/845/GAD/CN/2026 dated 15.05.2026 regarding fuel and energy conservation measures and subsequent directions issued on the above cited subject, the following advisory measures shall be observed by all employees of Delhi Teachers University with immediate effect:

► **Work from Home:** In view of the above, it is proposed that Work From Home (WFH) arrangement may be allowed on Wednesday and Saturday only, subject to prior approval of the Competent Authority based on deliverables and work requirements, ensuring that the functioning and timely disposal of official work are not adversely affected.

► **Online Conferences/Communications:** All Departments/Branches are advised to adopt digital coordination mechanisms such as virtual meeting platforms and video conferencing as the default mode for conducting meetings/communications wherever feasible so as to minimize non-essential travel and save fuel.

► **Optimum use of Public Transportation Systems:**

i) All employees are advised to make optimum use of Public Transportation Systems, including Metro services and public buses, wherever feasible and voluntarily observe one day in a week of their choice as a **"No Vehicle Day"** by avoiding/minimizing the use of private vehicles.

ii) All employees shall use Metro services for commuting to and from the University on Mondays, wherever feasible, as part of the **"Metro Monday"** initiative of Govt. of NCT of Delhi.

iii) All employees are sincerely advised to adopt carpooling, wherever feasible.

► **Energy Conservation:** All employees shall conserve electricity and other power resources through judicious and need-based use and are advised to undertake the following measures:

i) **Air Conditioning:** All non-essential Air Conditioning units shall remain switched off. AC temperature shall be maintained between **24°C and 26°C** in all offices and premises, as applicable.

ii) **Lighting:** Unnecessary use of lighting should be avoided. All lights in unoccupied rooms, halls and common areas should remain switched off.

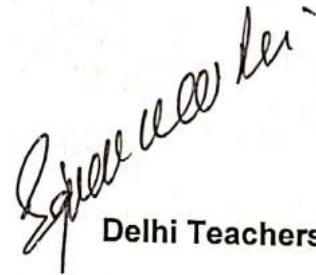
iii) **Office Equipment:** Computers, printers and other electrical equipment shall be switched off when not in use.

Saving fuel and rationalization of fuel consumption: Employees are encouraged to use Electric vehicles (EVs), wherever available. In other cases, optimum fuel consumption practices shall be adopted.

2. Further, it is informed that online classes for students shall be conducted from 23.05.2026 to till further order. Considering the requirement of continuous administrative support for academic coordination, during examinations and practical examinations, students, faculty members, and staff shall be required to remain present in the University/office for smooth conduct of the examination process."

3. All Deans/HODs/Heads of Branches are advised to adhere to the above instructions and ensure compliance in their respective Departments/Branches.

This issues with the approval of the Competent Authority.



**Registrar
Delhi Teachers University**

Copy to:

1. PS to Hon'ble Vice Chancellor for kind information.
2. HODs/Branch Heads/Faculty Members/Officers/Officials concerned.
3. Caretaker – for uploading on University website.
4. Guard File.