

**Office of the Dean Students Welfare
National Institute of Technology, Srinagar
Hazratbal, Kashmir-190 006, J&K**

**Notice
20-02-2021**

No: NIT/DSW/21/ 44
DT: February 20, 2021

**Standard Operational Procedures (SOPs) to be followed
by the residents of the hostel and Day scholars**


1. It is mandatory for each residential student returning to the campus belonging to UG IV Year, UG II Year, PG I Year Girl students, and PG II Year students to carry with him/ her a negative test report of Covid – 19 (RT – PCR) from any certified Laboratory, specifically done 48 – 96 hours prior to arrival date at the Institute Campus.
2. PG I Year outstation male students who will be provided hostel facility for 2 weeks, will also produce a negative test report of Covid – 19 (RT – PCR) from any certified Laboratory, specifically done 48 – 96 hours prior to arrival date at the Institute Campus.
3. For the Interest of students, it is better and convenient, that residential students report at the main gate of the Institute from 9 AM to 6 PM
4. As notified by the Dean (AA), the classes for UG II year have been scheduled from 08 March, 2021. The UG II year residential inmates will report from March 04, 2021 onwards.
5. Residential inmate students of UG I Year and UG III Year will not be allowed inside the campus, as they will not be allotted any hostel or a room. They will report only, once directed by the Institute authorities.
6. All the students have to arrive at Institute wearing a face cover/mask. Students must bring adequate number of good quality masks with them as they are supposed to stay at least for one full semester.
7. On arrival, the student has to produce Institute ID card at the main gate.
8. PG I Year students will produce any authentic photo Identification, like Adhar

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- Card, Driving License, or Voter Id etc.
9. Only those students having both the Institute ID (any other ID in case of PG I Year students) and a negative Covid – 19 (RT – PCR) will be allowed to enter the Institute campus.
 10. All the residential inmates will sign an entry register upon the arrival.
 11. No personal vehicle / taxi /three – wheeler or any other convenience will be allowed beyond the main gate. Residential students have to walk up to hostel.
 12. All the Day scholars (UG IV Year, UG II Year, PG II Year, and PG I Year) of the Institute will also undergo Covid – 19 (RT – PCR) from any certified Laboratory, specifically done 48 – 96 hours, prior to scheduled date of commencement of classes.
 13. All the students of the Institute have to submit a photocopy of the negative Covid – 19 test in the office of Dean (SW).
 14. All the PhD Research Scholars of the Institute are directed to undergo a Covid – 19 (RT – PCR) test immediately. However they will submit a photocopy of the same in their respective Departments instead of Dean (SW) office latest by March 04, 2021. In case they are Covid – 19 positive, need to inform the Department of the same, and self isolate at the places of their residence.
 15. It will be prerogative of the Institute to verify the authenticity of the Covid – 19 test through online or by any other means.
 16. The hostel – inmates will not be allowed to go home during the Semester, unless directed by the Institute authorities. However they can go home after the end–semester examinations.
 17. In case of any symptom, students should immediately report to the Medical unit of the Institute.
 18. Students have to follow COVID-19 guidelines issued by Govt. / SOPs of Institute strictly regarding wearing mask, social distancing etc. in mess, canteen and hostel corridors.
 19. All the students have to continue wearing mask all through, especially when in class, or doing any activity in groups, working in the laboratories, reading in the libraries or entering in the messes.
 20. Students are not allowed to roam aimlessly around the hostel and canteen premises and gather in groups.

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21/02/2021

21. Students should not exchange masks with others.
22. Students should cough or sneeze into a tissue or elbow and avoid touching face, eyes, mouth, and nose.
23. Physical distancing of at least 6 feet to be followed as far as feasible.
24. Self-monitoring of health by all and reporting any illness at the earliest.
25. Spitting is strictly prohibited.
26. Crowding must be avoided at entry/exit points.
27. Students must sanitize hands before and after meals, each time they use the washroom and any other outdoor activities.
28. Sanitizer machines have been installed at entry/exit point of hostels and messes. However, students must also carry their own sanitizers with them.
29. All the students have to strictly adhere to the prevailing SOPs/ guidelines. Any student violating the SOPs/ guidelines shall be strictly dealt with, and may even be fined.


21/02/2021
(Prof. Ab. Liman)
Dean Students Welfare

Copy to:

1. PA to Director for the information of Director Please
2. All Deans for information please
3. All HoD's for information Please
4. Medical Officer, Institute Medical Unit for information Please
5. Security Incharge /Assistant Security Officer for information Please
6. Web Incharge, to upload the notice on the Institute Website at the earliest