

## SOPs for Students staying in the hostels of NITTTR campus

The purpose of this Standard Operating Procedures (SOPs) is to describe the procedure to be followed by Ph. D./ME students for staying in the hostel.

### Pre-requisites for Re-joining Institute hostel

1. Submission of an undertaking by the student to join the institute hostel, to adhere to all the rules and regulations formulated by Govt., and COVID Management Committee/ Hostel Committee of the institute.
2. The duly signed undertaking should be sent to the HOD **at least two days** before joining the institute and HOD will forward the undertaking to the concerned hostel warden.
3. Download and register themselves on Arogya Setu app in their respective mobiles.

### Standard Operational Procedures (SOPs) to be followed by the residents of the hostel

1. On reaching NITTTR, Chandigarh, student shall report at the front desk of Guest House -2.
2. All the students has to undergo 7 days quarantine period in Guest House-2.
3. During the quarantine period, student will comply with all the rules of quarantine strictly.
4. After completion of quarantine period, students would move to their allocated hostel rooms with single occupancy.
5. 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.
6. Student resident will not be allowed to move aimlessly around the hostel and canteen premises and gather in groups.
7. Mass gathering of students, be it in laboratories, hostels and public places is strictly prohibited. Anybody found violating these SOPs shall be expelled from hostels.
8. Residents shall not be allowed to go in common room/TV room/Gym etc.
9. No outside visitor shall be allowed in the hostels.
10. In case, any of hostel residents shows symptoms of Corona virus, the resident shall inform over phone immediately to Hostel/Guest House office and Institute Doctor through supervisor/HOD so that appropriate steps can be taken.
11. Mess facilities will be provided in a staggered manner and has to be strictly followed.
12. The mess expenditures of **Rs 4200/- (@ Rs 140/- per day)** will be charged by mess contractor on monthly basis till he/she stays in the hostel or as approved by competent authority.
13. Hostel/ Guest House fees will be charged as per institute rules
14. No student shall be allowed to leave the campus without written permission of the Hostel office through supervisor/HOD.
15. All the M.E. (Modular) students will finish their thesis work and vacate the hostels by **31-01-2021**, as hostels will have to get ready for ME regular students from 01-02-2021. No student shall be allowed to extend their stay in the hostel under any circumstances.

**Hostel and Mess Management Committee**