

Minutes of the meeting of the Advisory Committee constituted for Safety and Security of the Campus held on 17th April 2021 in the Vice-Chancellor Conference Room to write SOPs in pursuance to State Govt. order no. DMC-PO-I-2021/332 and DMC-SPO2020/2474 dated 13.04.2021 with regard to containment Covid-19 epidemic.

The following were present:

1. Prof. NovRattan Sharma, Dean Faculty of Social Sciences
2. Prof. Raj kumar, Dean Students' Welfare
3. Prof. Randeep Rana, Chief Warden (Boys)
4. Prof. Sanju Nanda, Chief Warden (Girls)
5. Dr. B.S. Sindhu, C.O.E.
6. Sh. J.S. Dahiya, XEN
7. President, MDUTA
8. President, NTEA
9. A.R., Gen. Admn. Branch

The committee deliberated upon guidelines issued by Haryana State Disaster Management Authority vide letter no. DMC-SPO2020/4584 dated 16.04.2021 with regard to containment of COVID-19 Epidemic in the State and recommended the following guidelines for safety and security in the Campus.

1. There shall be prohibition on movement of individual for all non-essential activities in the campus except persons and services exempted in the guidelines.
2. Officers/officials residing outside the campus and put on duty will be allowed entry in the University with valid ID proofs. Other visitors may be allowed in case of exigency and on the recommendation of the concerned Authority.
3. During this period, any request/representation by the students/parents/wards or any other stakeholders shall be entertained/responded through email, whatasApp, Videoconferencing, etc by the concerned office/Department.
4. In case of any genuine request for physical visit, the bonafide students of the University shall be allowed entry only with valid passes. However, the concerned student will submit his/her request for visiting specific office atleast one day before to the concerned HoD/Director/Branch Officer through email. The HoD/Director/Branch Officer after considering his/her request will issue entry pass to visit the specific office for which pass has been issued on Whatsapp/Email of the concerned student.

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5. Students, staff and faculty members should be encouraged to follow Covid Appropriate Behaviour for their safety during the epidemic period. Wear of face cover shall be mandatory for every person while entering in the campus and at work place also. Thermal screening and hand sanitization of the staff/visitors is to be carried out at the entry points and work place as well. Only asymptomatic persons shall be allowed in the campus.
6. It may be ensured by the Heads of UTDs/CPAS/Branches of the University that Aarogya Setu App is installed by all the employees.
7. As summer season approaching, for air conditioning, the temperature setting of all air conditioner devices shall be in the range of 24-30°C and relative humidity shall be in the range of 40-70%. Furthermore, Intake of fresh air should be ensured on much as possible at work place and recirculation of air should be avoided.
8. All meetings should be conducted through online mode. Further, for students' interaction and engagement with faculty and administrative staff an app on the pattern of Saral-App may be explored to discourage visits in the campus and to attend/resolve their grievances/concerns.
9. Officers and staff residing in containment zone should inform the same to the concerned Head/Controlling Officer and not attend the office till containment zone is denotified.
10. Drivers shall maintain physical distancing at all times particularly within room/spaces designated for drivers. It shall be ensured by the transport office that drivers residing in the containment zone shall not be allowed to drive vehicles. Further, they shall also follow required DOs and DONTs related to COVID-19.
11. Appropriate arrangement for personal protection devices like face cover/mask and other logistics like hand sanitizer, soap, sodium hypochlorite solution (1%) shall be made available by the Branch Head/HOD/Director from the contingency of their departments/ branches.
12. ✓ Proper disposal of face cover/mask/gloves left over by the visitors and /or employees in covered bins, shall be ensured by the General Admn. Branch.
13. In the opened cafeteria/canteen/ dining hall, it is mandatory placement of hand sanitizer at the entrance to ensure personal hygiene and the temperature of the staff shall be checked regularly along with checking their respiratory symptoms. In case, they are feeling unwell for having flue like symptoms they must be taken to the doctor by the owner/incharge of the canteen. Staff/waiters will wear mask and hand gloves and will also take other precautionary measures while serving or preparing food in the cafeteria/canteen. Adequate crowd and que management must be done and there should be strict adherence of guidelines issued by Disaster Management Authority. No such canteen or booth/shop shall be allowed to remain open after 8.30 PM and before 7.00 AM.

Sub *my* *V. Sivach* *Randhu* *G.* *Pz*

14. Helpline and other important numbers may be displayed at prominent places in the University by the General Administration Branch.
15. Respiratory etiquettes should be strictly followed. This involves strict practice of covering mouth and nose while coughing/sneezing with a tissue/ handkerchief /flexed elbow and disposing off used tissues properly.
16. Self-monitoring of health by all and reporting illness at the earliest to the concerned office is mandatory to avoid spread of COVID virus.
17. The Gate No.-3 (medical side) shall remain open for 24 hours but cover of face needs to be strictly monitored and ensured by the security personnel at the gate point. The gate No.-2 shall remain open from 8:00 AM to 6.00 PM after that residents and staff will be allowed to enter/exit only after showing their ID proof. At gate No.-1, only small gate will open for entry of employees from 8:00 AM to 10:00 PM and 4:00 PM to 6:00 PM after showing their ID proof.

Thermal screening and hand sanitization of everyone entering into the University must be ensured by the Security Staff of the University.

18. For COVID management, the gathering at various points i.e. Parks, Activity Centre, Canteen, Religious places and residential areas should be avoided, however, patrolling staff of the security shall ensure the strict adherence of SOPs and appropriate Covid behavior.
19. All advance booking of Tagore/R.K. Auditorium will be cancelled with immediate effect and no further booking shall be allowed upto 30th April 2021.
20. The Faculty Club and Community Centre will be allowed to be used with a maximum of 50% of the Hall capacity and with a ceiling of 50 persons and maximum 200 persons in open space of community centre by following generic COVID guidelines and SOPs of Ministry of Health and Family Welfare dated 1st March 2021 issued with regard to Restaurant, Hotels and other Hospitality units. The concern official will ensure compliance of SOP on preventive measures in the above said premises. In any open space other than community centre, faculty club, gathering will be allowed with the ceiling of 200 persons in the campus.
21. Faculty House may be booked only for Official purpose or for University Guests. However for others, booking already done for the said period may be allowed but no new booking will be allowed upto 30.04.2021. Strict observance of the appropriate COVID-19 behaviour such as social distancing norms, wearing of face masks, sanitization, hand hygiene and provision for thermal scanning etc by all (workers and visitors) all the times be ensured by the Incharge (Faculty House) in the Faculty House. Conditions notified by Haryana State Disaster Management Authority in this regard may be strictly followed.
22. The ongoing construction work in the campus may be allowed to continue with existing labour at the various points of construction. However, concerned contractor will ensure covid appropriate behavior and health checkup and good health condition of their workers.

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23. In the light of the second COVID wave, the Medical Officer of University Health Centre will make proper & appropriate arrangement for putting check on spread of covid virus and controlling any emergent situation regarding covid epidemic in the campus.
24. Entry of unauthorized person is completely restricted in the campus till 30.04.2021. Any unauthorized entry will be treated as trespassing and trespassers will be liable for prosecution/disciplinary action.



(NovRattan Sharma)

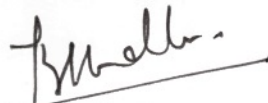


(Raj kumar)

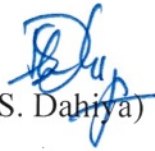


(Randeep Rana)

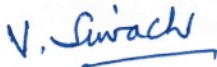
(Sanju Nanda)



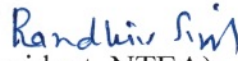
(B.S. Sindhu)



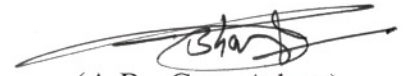
(J.S. Dahiya)



(President, MDUTA)



(President, NTEA)



(A.R., Gen. Admn)



MAHARSHI DYANAND UNIVERISTY, ROHTAK

(A State University established under Haryana Act No. XXV of 1975)

'A'+ Grade University Accredited by NAAC

No Gen.Admn./G-5/21/-----

Dated: 28.04.2021

To

1. All Deans of Faculties, Directors, Heads of Teaching Departments and Branch Officers, M.D.University, Rohtak.
2. Dean Students Welfare, M.D.University,Rohtak
3. Executive Engineer, M.D.University,Rohtak.
4. Controller Security, M.D.University,Rohtak.
5. Medical Officer, University Health Centre, M.D.University,Rohtak
6. Incharge, Faculty House,M.D.University,Rohtak.

Sub: Minutes of the Meeting of the Advisory Committee constituted for safety and security of the Campus held on 17th April, 2021 in the Vice-Chancellor Conference Room to write SOPs in pursuance to State Govt. order No. DMC-PO-I-2021/332 and DMC-S{P2020/2474 dated 13.4.2021 with regard to containment Covid-19 epidemic

Sir/Madam,

Please find enclosed herewith a copy of the Minutes of the meeting of the Advisory Committee on the above subject, duly approved by the Vice-Chancellor, for information and taking further necessary action.

Encl: As above.

Yours faithfully,

Moz 28/04/2021
Superintendent(Gen. Admn.)

Endst. No. Gen. Admn./G-VIII/2021/7774-7774 Dated: 28/4/21

Copy of the above is forwarded to the following for information and necessary action:

1. Director, UCC, M.D.University, Rohtak with the request to upload the same on the University website.
2. All Booths/shops/Khokhas of University Campus,Rohtak.
3. PA/OSD to Vice-Chancellor, DAA, Registrar (for kind information of the Vice-Chancellor/DAA/Registrar), M.D.University,Rohtak.

Moz 28/04/2021
Superintendent(Gen. Admn.)