



NITD/Estt./Hostel/2017

Date- April 10<sup>th</sup>, 2017

**OFFICE ORDER**

In accordance to the letter No.F. No.33-2/2017-TS.III(Pt.I) issued by MHRD, GOI for strictly adherence to UGC SAKSHAM Report that no education institution can issue gender biased orders. Instead it emphasized that campus safe policies should not result in securitization, over monitoring or policing or curtailing to freedom of movement, especially for women. To ensure a safe environment around the hostel and campus, the Sl. No. 9 of " Girls Hostel specific rules" under Hostel and Mess Rules as adopted through Administrative Reform, 2016 of NIT Durgapur is hereby amended and be read as follows:-

**Maintaining In-Out Register:-**

- ❖ All boarders will report back in the hostel before the laid down timings, as notified by hostel/institute authority. While going out of campus, proper entries will have to be made IN- OUT CAMPUS register.
- ❖ Boarders going out the hostel, but within the campus like laboratories and library after the specific hostel times have to make proper entries in the IN-CAMPUS register, after seeking permission from the Warden. The entries should be made with proper details including the contact number of the laboratory/department/library etc.
- ❖ Any boarder leaving station for going home/other places for weekend or for vacations must make proper entry in the leave register, which will be counter- signed by the Sr. /Jr. Asstt. Deployed in different hostels.
- ❖ No visitors, including parents are allowed other than the notified timings in the hostel.
- ❖ A visitor's register will be kept at the reception counter. A boarder will ensure that he/she makes proper entries in the register when his/her visitors visit.  
(a) Time for Closing of Hostel gate : 10:15 p.m. For all hostel i.e. boys and girls  
(b) Visitor's visiting hours: 12.00 noon to 2.00 p.m. & 5.00 p.m. to 7.00 p.m.
- ❖ In case any resident has to stay out in the research laboratory etc. for academic work after 10.00 p.m. he/she may do so after getting permission from the Warden by writing details such as name of laboratory/computer centre, time of leaving the hostel and expected time if his/her return. However, he/she will have to produce a letter of approval from the respective supervisor on demand of the same by the Warden.

This issues with the approval of the competent authority.

Registrar

Copy forwarded for information to:-

1. Director
2. Registrar
3. All Deans, Head of the Departments, Sections, Centres & Central facilities.
4. Chief Warden.
5. Teacher in-charge, Students' Gyamkhana, NITD
6. Web Master-for institute Web site.
7. President/Secretary, students Gyamkhan, NITD
8. Director & Registrar Secretariat
9. Hotel notice board.
10. File copy.

Dy. Reg. (Estt.)

JKR