



DELHI TECHNOLOGICAL UNIVERSITY

Established under Govt. of Delhi Act 6 of 2009
(Formerly Delhi College of Engineering)
SHAHBAD DAULATPUR, BAWANA ROAD, DELHI-42

F.No. DTU/Reg/ 00/2021-22/14953

dt: 25/04/2022

OFFICE ORDER

Subject:- Standard Operating Procedure(SOP) to prevent Covid-19 infection in Delhi Technological University.

Delhi Technological University has received Standard Operating Procedure(SOP) to prevent Covid 19 infection from Department of Training and Technical Education vide letter No. F. 7(20)/ Trg.-II/Misc.-Matter/2018/49 dated 23.04.2022. In compliance of above directions of the Govt, following SOPs is hereby issued in Delhi Technological University for its dissemination and strict adherence of all concerned.

1. General Preventive Measures of Covid-19 inside campus: -

i. Head of Department should hold a meeting with faculty members and staff to discuss the prevailing COVID conditions to prevent the spread of COVID infection in the departments and to encourage for vaccination among the students and parents

ii. Head of Departments are advised to convene meeting as and when required to review the compliance of COVID protocols, attendance of students and staff and other confidence-building measures.

iii. Head of Departments to ensure that all the eligible teaching and non-teaching staff, as well as support staff of the University are vaccinated on top priority. It should be ensured that all/Staff/Guests should wear mask on the face in proper way.

iv. Head of Departments to ensure regular sanitization of the premises and adequate availability of key supplies like thermal scanners, disinfectants, sanitizers, soaps (liquid, solid), masks and running water in all washrooms.

v. The availability of sufficient washbasins/ washing area to provide proper arrangement of handwashing for the students and Staff should be ensured.

vi. Head of Departments is advised to use all the entry/exit gates of the building at the time of entry and exit of students and Staff.

vii. Students may be guided not to share lunch, books, notebooks and stationery items etc.

viii. Dustbin must be cleaned and covered properly.

ix. For Air-conditioning/Ventilation, the guidelines of CPWD shall be followed which emphasises that the temperature setting of all Air-conditioning devices should be in the range of 24-30 degree Celsius, relative humidity should be in the range of 40-70 %, intake of fresh air should as much as possible and cross ventilation should be there.

x. Heads of Departments are also advised to ensure the following:

- Increased facility for cleaning and sanitization especially in common areas and high touch surfaces.
- Proper and regular cleaning and sanitization of classrooms.
- Sanitising facility should be available at the entry gates.

2. Daily Symptoms Check: -

If a student or staff member displays any symptoms of Covid-19 (fever, cough or difficulty in breathing) whilst in the University, they should be moved away from other people into an outdoor/well ventilated space/quarantine rooms.

Staff members are also directed to report to the Head of Department immediately if any student in their class is found with COVID symptoms.

3. Safety measures during working hours: -

i. Staff should be deployed at the entry gates to ensure that no symptomatic student/staff/guest enters the University campus.

ii. Mandatory Thermal Screening at University entry gates should be ensured. No student, teacher, staff or guest should be allowed to enter the University premises without proper thermal scanning.

iii. Compulsory hand sanitization facility at the entrance of the University/Departments, classrooms, labs and public utility etc should be available.

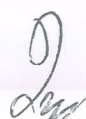
iv. At the time of taking morning attendance, the teacher will daily ask about the COVID related symptoms from the students or in their family members.

4. Quarantine Room

The Health centre of the University will make necessary arrangements to provide the quarantine facility in case of any emergency.

5. Physical Distancing Guidelines

All staff of the University have to maintain physical distancing at all times by ensuring that students do not assemble or gather near entry/exit gates.



6. Awareness Drive


Posters/standees on preventive measures about COVID19 to be displayed at all prominent places like classrooms, washrooms to ensure COVID Appropriate Behavior (CAB) like physical distancing and mask guidelines etc.


(Prof Madhusudan Singh)
Registrar

Encls : As above

Copy to-

1. PA to Hon'ble VC
2. PA to Registrar
3. All Deans
4. All HoDs.
5. COF/COE/CVO/COO
6. All Branch Incharges.
7. DR(GA)/Chief Security Officer/AR(S&P) to take necessary action as required to comply with the above directions of the Govt.
8. Head Computer Center with the request to upload this order of the website of DTU.
9. Sh. B.S.Negi, Deputy Director,DTTE with reference to his letter No. F. 7(20)/ Trg.-II/Misc.-Matter/2018/49 dated 23.04.2022 for information.


(Prof.Madhusudan Singh)
Registrar