

GUIDELINES FOR REOPENING OF UNIVERSITY

The Hon'ble Office of Registrar, vide email dated 16 August 2021, has permitted reopening of the university for fully vaccinated students from final year LLB on an experimental basis following the ease of restrictions in the State of Odisha.

This notification shall serve as a Standard Operating Procedure for gradual reopening of the campus and its facilities for the final year students in the first week of September. Guard will be stationed in each hostel floor, and across the campus, to enforce the SOP. Any violation of the SoP will be subject to strict disciplinary action.

I. AUTHORISATION AND PREREQUISITES

1. Students who wish to voluntarily come back to campus need to send a signed copy of the undertaking by their parents to undertakings@nluo.ac.in at least one week before the date of arrival of the student. (**Annexure I**).
2. Students must submit their vaccination certificate for both doses to undertakings@nluo.ac.in before the date of arrival. The second dose of the vaccine must be taken at least one week before the date of travel to the University. The QR Code on the certificate will be scanned to verify its genuineness. Any cases of forgery will be dealt with strictly.
3. It shall be mandatory for all the students travelling to the University by rail, road, airways or any other means, to submit a negative RT-PCR report conducted within 72 hours of the date of travel to seek entry into the campus.
4. Students must carry a physical/e-copy of the declaration, vaccination certificate and negative RT-PCR report with them on their arrival.
5. Only students who do not exhibit any COVID-19 symptoms should travel to the University. The most common symptoms of COVID-19 are fever, dry cough and fatigue. Other symptoms that may affect a few patients are aches and pains, nasal congestion, headache, conjunctivitis, sore throat, diarrhoea, vomiting and nausea, loss of taste or smell, rash on skin, discolouration of fingers or toes.
6. If any student is exhibiting even one of the abovementioned symptoms on or before the date of travel, medical advice and a doctor's clearance for travel must be taken. In any case, travel should be preferably avoided.
7. Entry into the campus may be denied if any of the above requirements are not met.

II. ARRIVAL AND QUARANTINE

8. Students will be allowed to come to campus from the first week of September 2021.
9. The quarantine period will start on the day the student arrives and the quarantining window will end on the 7th day.
10. For the duration of the quarantine period, the student must mandatorily self-isolate themselves within their hostel room. No movement in the hostel building is permitted during the quarantine period. At all times, masks must be worn, and social distancing norms must be followed.
11. The students are mandatorily required to carry the following things to the hostel: hand sanitizers, sufficient quantity of masks - (100 triple layered masks, 6 cotton masks at least), gloves, disinfectant spray sanitizers, washroom sanitization kits, handwash, antiseptic, soap bar/liquid for clothes, waste/garbage collection bags - 2 packets at least.
12. For the duration of the quarantine, in case the students need to leave their rooms for using the washroom facility they will have to always use sanitizers and wear face masks. Upon usage, student must take appropriate measures to sanitize any place within the washroom after use. At any given time not more than four students should occupy the washroom. Students are expected to follow this norm for their own and other's safety.
13. The Mess Committee is to run the mess with minimum possible manpower and limited menu initially. All the mess staff need to join with a negative RT-PCR test report up to three days old. There will be floor wise allocation of mess timings for door-to-door delivery of food during quarantine. SoP regarding maintaining of sanitation and health standards, social distancing and avoiding overcrowding shall be issued by the Mess Committee in furtherance to this general SoP.

III. POST QUARANTINE PROTOCOL

14. Classes will continue to be online till further orders.
15. For the first three weeks, no student will be allowed to leave campus at all. Medical and other emergencies shall be exempted on a case-to-case basis. Hostel warden must be approached for such cases.
16. After three weeks, depending on the risk assessment by the University authorities, students may leave the campus through transport facilitated by the University for important and unavoidable work. The logistical details of such outings, if any, shall be

notified by the appropriate authorities. Generally, students would be required to procure the necessities through a designated hostel staff. Hostel authorities will collect the list of necessities. A hostel staff may be given the list of necessities and she/he may get it from the market utilising the university bus whenever it goes out. Unless specifically permitted, students are not to step out of the University campus.

17. Deliveries of food and other ecommerce items are allowed and must be collected from the main gate. Online payments for all such deliveries are encouraged. Students must ensure that social distancing norms are followed, and overcrowding must be avoided.
18. Students must wear mask and always maintain social distancing norms when they are outside their hostel room. No group of students must congregate in any place across campus for any purpose whatsoever. Guards have the right to disperse any such congregation.
19. Students are barred from gathering in hostel rooms of their cohabitants. Common areas may be used by students to interact with each other. Masks and social distancing must be maintained during such times.
20. A general curfew from 12:00 AM inside the University campus shall be implemented by the guards. No movement of students will be allowed outside hostel gates after this period except for the purpose of using library facilities till 03:00 AM.
21. Sports and gym facilities usage are subject to further approval of the university after the quarantine period.
22. Student shall maintain social distancing while using mess facilities. Time slots may be assigned to avoid overcrowding. The Mess Committee will come up with SoP in this regard.
23. Students are not to visit the administrative block or the faculty chambers and also refrain from approaching faculty members or members of the administrative staff in person. Students shall also avoid the area around the administrative block including the parking lot.
24. The University may ask the students to vacate the campus at any point of time and the students shall vacate the campus within twenty-four hours or such timeline as may be specified by the University. Any refusal to abide by such a direction will result in serious disciplinary sanctions which may extend to suspension or rustication.
25. Subject to the approval by University, in addition to this general SoP, different committees of University will have the power to issue their respective SoPs, that shall be mandatorily followed by the students on campus. Any such SoP will need to be

published before the arrival of students on the campus and shall be read in conjunction and furtherance of the general SoP issued by the University and not in their derogation and contradiction.

IV. DEALING WITH COVID-19 INFECTIONS

26. At any point of time, if any student develops COVID-19 symptoms or comes in contact with a COVID-19 patient, he/she shall inform the hostel authorities at the earliest. In such cases, the student has the responsibility to get tested (RT-PCR) for COVID-19. Any concealment of information in this respect will be construed as a severe breach of discipline.
27. At any point of time, in case of a reasonable suspicion that a student might have committed a breach of the SoP or that a student has come in contact with the COVID-19 patient, the University might require the student to test (RT-PCR) for COVID-19 and it shall be the responsibility of the student to get tested as required by the University.
28. When a student is tested for COVID-19, he/she shall be in quarantine in his/her room till the test results are out. The quarantine protocol in such cases will be the same as it is in case of the one-week quarantine that students have to undergo when they arrive in the campus.
29. Any student who tests positive for Covid shall undergo a minimum quarantine for 21 days. Subject to capacity, the student may quarantine in the isolation wing/ward designated by the University for the purpose. When no space is available in the isolation wing/ward, the student and his/her parents have the responsibility of ensuring his/her quarantine.
30. When the student is quarantined in the isolation wing/ward, no movement in the designated wing and building or outside shall be permitted during the quarantine period except for the use of toilet facilities. During this period, facilities of breakfast, lunch and dinner for the student shall be provided or procured, as the case may be, as per the SoP published by the Mess Committee.
31. Supply of essential items for students quarantined in the isolation ward/wing shall be managed by the Student Support Committee designated from amongst the students. The Student Support Committee shall comprise of three representatives from the Boys' Hostel and three representatives from the Girls' Hostel.

32. The Student Support Committee shall mobilize collective cooperation of students to ensure that those infected with COVID-19 have a support mechanism during the quarantine period to cater to their needs.
33. The University is not responsible for providing any medical facilities to the student.
34. If a student who has tested positive for COVID-19 requests to be shifted to a hospital, the University shall provide transportation facilities for the student to be shifted to the government hospital or to a hospital of the student's choosing.
35. A student who has tested positive for COVID-19 may return to his/her designated room in the hostel or may use common facilities only after his/her RT-PCR test has shown a negative result.

V. DISCIPLINARY SANCTIONS

36. Any deviance, by a student, from the SoP issued by the University and respective committees shall be dealt with by the appropriate authority on the principle of order first, inquiry later. The authority shall have the power to take any disciplinary action against the student severally or jointly with other students found protecting the deviant student or enabling or facilitating such deviance from the SoP, which shall extend to but may not be limited to reprimand, warning, fine, community service, suspension or vacating the University campus.
37. All instances of violation of the SoP will be handled at the first instance by the office of the Chief Warden. The concerned student may prefer an appeal to the Proctorial Board from the decision of the office of the Chief Warden apart from the cases where only a reprimand or warning has been issued. A second appeal shall lie to the Vice-Chancellor only when a student has been suspended from the University or if the student has been asked to leave the University campus.

ANNEXURE I - CONSENT FORM

I, _____ (Mother) _____ (Father) /guardian of _____
_____ allow my ward to stay in University campus on voluntary basis. I fully understand that at present the University does not have the necessary medical facilities in case the student falls ill due to COVID-19 infection or otherwise. In case my ward gets infected with COVID-19, the University and any of its authorities, employees or contractors will have no liability. I shall make immediate arrangements for segregation and care of my ward for 21 days or till the time my ward tests negative for the COVID infection. I have read the SoP notified by the University and I understand the terms incorporated in the SoP. I am giving my consent after considering all the risks associated with it.

Signature of Both Parents/Guardians

Contact Number of Both Parents/Guardians

ANNEXURE II - STUDENT UNDERTAKING

I _____ with roll no. _____ hereby declare the following

1. I shall abide by the SoPs issued by the University and University committees at all times
2. I shall submit the evidence of RT-PCR report, vaccination certificate or any other related document to the University as and when required by the University.
3. I understand that the University reserves the right to check the genuineness of any document submitted by me for the purpose of staying of campus.
4. I understand that the University has allowed opening of campus for students under the condition of strict compliance with health code and SoP and I shall cooperate in implementing the SoP in every manner possible.
5. I understand that the University reserves the right to take any disciplinary action against me in order to ensure compliance with SoP.
6. I understand that the University is not in a position to provide medical care in case any student is infected with COVID-19 or suffers from any other illness.
7. I understand that the University may ask me to vacate the campus at any point of time due to the evolving nature of the pandemic.
8. Keeping in mind the above mentioned points, I am coming to the University campus on voluntary basis.

Signature _____

Name of the Student _____

Date _____