

Hostel opening and first entry Protocols for Hostel Residents

- All students must bring their vaccination certificate (either of single dose / booster dose), parents' consent undertaking (in the prescribed format available on the MUJ website under announcement section – separate undertaking for Hostel residence and day scholar) at the time of arrival to Hostel.
- Students staying in hostel would be reporting on each day.
- The reporting schedule to the hostel will be date wise.
- On arrival to hostel, thermal scanning and sanitization will be carried out.
- The luggage of the students will be sanitized.
- Anyone having high temperature will be sent to isolation block for further monitoring and further investigation will be undertaken by medical team.
- Social distancing norms to be followed by the students.
- Mask is always to be used by the students in common areas in the hostel premises and university campus.

Testing Protocols

- If any student is having any symptoms of corona, he/she needs to report to doctor for investigation.
- All such cases will be immediately isolated in the earmarked isolation block for students staying in hostel. Day scholar will be sent home.
- Further testing will be done if symptoms persist and the doctor feels that testing is mandatory.
- Parents would be intimated at the earliest for information and intervention.

Specific Instructions for Hostellers

- A prior information to all Hostel students will go through Chief warden's office regarding Hostel entry.
- Students must pay online fees for hostel, gym, laundry etc. to avoid crowd at cash counters on arrival.
- The online fee payment receipt must be carried for verification purpose.
- Students must bring their own mask, gloves, and sanitizer etc.
- Each student must come with fitness certificate and the same to be submitted on arrival in the hostel.
- Students are advised not to come with family members.
- Students are advised to download Aarogya setu app and Rajcovidinfo app.
- All students to self-declare their travel history in the prescribed format.
- The Hostel biometric system will not to be used.
- Students are to contact concerned block caretaker whose phone number will be displayed at respective block notice board.
- Lifts operation guidelines are mentioned outside the lifts and markings are done.
- Students are suggested to maximize the use of staircase instead of the lift.
- All students must avoid physical contact with other students and staff members.
- Students will have to come out of the room when the housekeeping staff enters the room for cleaning purpose.
- Hot water dispenser will be provided at all hostel blocks.
- Caretakers will take regular rounds and collect information on student wellness.

Retail outlets

- Use face mask at retail outlets.
- Do not touch other things unnecessarily.
- Students are recommended to carry their own sanitizer and hand rub it before entering and after exiting the venue.
- Students should maintain social distancing norms according to the floor markings at the counters and follow the seating arrangement.
- Students are advised to choose cashless or mobile payment wherever applicable.
- If any retailer is found not following the guidelines, the students can report to the GHS (Guest House Staff)

Movement in hostels

While using elevators, staircase and corridors in a building, the students should follow the process defined below: -

Elevators

- Maintaining social distancing of 1 meter always.
- Users to stand as per the markings inside the lifts.
- Do not overcrowd in the elevator.
- Use of staircase instead wherever possible.
- Use toothpick, elbow, or disposable tissue *etc.* to press the desired floor button.
- Avoid touching the handrails inside the elevators.
- Wear mask always.
- Do not touch elevator doors.
- Use your own sanitizer on entry and exit from the elevator.
- Disembark elevator without touching the doors.

Stairways and Corridors

- Avoid touching hand railings while using stairways.
- Try to open the staircase entry exit doors by foot.
- If door to be opened by handle, then sanitize hands immediately.
- Avoid touching door and walls in corridor.
- Spitting is strictly prohibited in staircase and corners in corridor
- Avoid group movement / rush while using staircase as much as possible

SOP for Laundry usage

- A 2-meter distance marking outside the collection counter of laundry will be done for proper social distancing.
- A sanitizing station will be at the outside of the collection counter.
- All students must wear mask while coming to submit their laundry.
- All touch points including collection trolleys, door handle etc. will be sanitized on a regular basis.
- Laundry Staff will wear PPE's (Cap, Mask, Gloves & Apron) to collect the dirty clothes.
- A dedicated sanitized trolley will be kept at collection counter to put dirty clothes.
- A dedicated sanitized trolley will be kept for laundry bags too.
- To avoid contact between dirty and clean linen, separate two laundry bags for both dirty and clean linen will be provided the vendor to the students.
- Vendors laundry app will be provided to the students for scheduling of laundry collection and delivery, and a wash cycle to be maintained by this app to minimize the touch points physically.
- A weekly plan will be created by vendor to collect the laundry, block wise. Every block will be assigned a particular day in the week.
- There will be a dedicated laundry delivery counter with Que Manager with a 2 meters distance Marking (Same as Collection Counter).

- Delivery timing to be scheduled to minimize the crowd. Washed cloths will be delivered in Washed Laundry Bags.

Guidelines for students: Doing laundry yourself.

- The students are advised not to shake the dirty laundry to minimize the possibility of dispersing the virus through the air.
- Launder items with soap or detergent, using the warmest appropriate water setting (70° C) and dry items completely — both steps help to kill the virus.
- Wash your hands with soap and water, or use an alcohol-based hand rub, immediately afterwards.
- Wash or disinfect your laundry bag. Consider storing laundry in disposable bags. Prepare laundry before leaving your room to help minimize the amount of time you spend outside. Try to go at a time when there are fewer people. Maintain physical distance from other people. Wear disposable gloves if available, do not touch your face while in the laundry room. For indoor laundry facilities, wait outside for your laundry to finish if you can. Fold your laundry at room and do not use it immediately. Wash your hands with soap and water, or use an alcohol-based hand rub, immediately afterwards. Wash or disinfect your laundry bag/ hamper as well. Consider storing laundry in disposable bags

Mess, Dining and Services

- All Students shall be provided a cleaned, dry, and sanitized plate along with a disposable tissue.
- Disposable tissue will used by students collect food.
- Additional Bain Marie will be positioned to ensure catering 800 students in 30 mins.
- Dining table will be restricted with maximum seating capacity up to 6 persons on two table set up.
- Once the food is completed students shall immediately (no hang out/no

reserving seat for his friend etc.).

- Sharing of food is not allowed and cafeteria area shall not be converted to a social place for celebrations like birthday celebrations/parties/hang out.
- Students shall arrive at plate counter to pick plates only after having hand wash in designated area or shall sanitize the hands.
- Student shall follow the social distance marking done at the dining area/counter. Students should wear mask before entering the cafeteria and only those students will be allowed near the service counter in both sides of counter.
- Maximum 3 students can take food from one side of the counter. Student shall follow the social distance marking done at the dining area/counter.
- The used tissue paper/disposable mask need to be disposed at designated area.
- As an extra precaution, cold items like raw salads/cut fruits/raita/curd, etc will be avoided.
- Additional counters like cash counter/plate counter/service counter across both the cafeteria (Ground & First Floor) for smooth operation and students will be created.
- Live counter like Chapati counter will be avoided to restrict the movement of staff and for better space management. Enough Chapati will be placed in the hot casserole at each counter.
- The serving ladles/spoons would be replaced at a frequency of 25-30 minutes at all counters during the serving hours without disturbing the flow of service.
- Guidelines will be displayed at various location.
- Social distancing should be adhered to by the students.
- The students are encouraged to make Digital Payments.

New mess timings are listed below: -

PROPOSED POST COVID NEW CAFETERIA TIMINGS		Extension of 30 min in each session for smooth management
BREAKFAST	8:00- 10:00 AM	
LUNCH	12:00 - 2:30 PM	
EVENING SNACKS	5:00 -6:30 PM	
DINNER	7:30 - 09:30 PM	

Entry and Exit through underpass

- Hostel students to use underpass only for movement between hostel and university.
- Proper social distance will be maintained from hostel to academic block and vice versa.
- The thermal screening and sanitization will be established at entry gate of underpass hostel side.
- The said gate will remain open from 0700 hrs to 1900 hrs on academic working days. Security guards will be present at entry/ exit gate of underpass.
- Students should maintain proper discipline.
- All students are to wear masks before entering / exiting underpass.