

THAPAR POLYTECHNIC COLLEGE, PATIALA

TPC/O.O./ 207

Dated: 16/11/2020

OFFICE ORDER

As per the guidelines issued by State Government vide letter no. I/102952/2020 dated 11/11/2020, Thapar Polytechnic College, Patiala is opening its campus for face to face classes for only final year students with 50% strength on any given day from November 17th, 2020. The face to face classes for remaining batches will be commencing in phased manner as per the state government guidelines issued time to time. However, the online classes for all the batches including final year would be continued as it is.

The students of final year only who want to visit college for attending face to face classes can visit campus as per the schedule given below:

College Roll Number (Only Final Year)	Days	Time Slot
Students with ODD Roll numbers of all branches	Monday	9:00 AM to 5:00 PM
	Tuesday	9:00 AM to 5:00 PM
	Wednesday	9:00 AM to 01:00 PM
Students with EVEN Roll numbers of all branches	Wednesday	01:00 PM to 5:00 PM
	Thursday	9:00 AM to 5:00 PM
	Friday	9:00 AM to 5:00 PM

For rest of the days; students can attend their classes in online mode itself.

All the faculty and staff members of TPC will start attending college regularly from 9.00 am to 5.00 PM from 17th November, 2020. The faculty members are requested to take their respective classes through online mode from college campus as per the schedule already going on. Even faculty taking classes of final year are requested to do teaching in blended mode i.e. both off line as well as online. As far as possible, Online mode of teaching should be preferred.

All the faculty and staff members of TPC must have to submit an Undertaking attached herewith regarding COVID-19 and are requested to follow guidelines issued by State Government/ college authorities time to time regarding COVID-19 to save themselves and students from the said disease.

The students of final year those who want to attend college physically must submit an Undertaking attached here with regarding COVID-19. They are supposed to maintain social distancing and wear mask for the duration they are in campus. Students are advised to strictly follow the guidelines issued by State Government and college authorities time to time to save themselves from COVID-19.

Currently we are not allowing students to stay in the hostels due to the current COVID-19 situation. The hostelers are advised to attend their respective classes through online mode only. The situation would be reviewed again in the month of December, 2020 and if the situation permits then we will allow students to start residing in hostel.


PRINCIPAL 16/11/2020

I/102952/2020

ਪੰਜਾਬ ਸਰਕਾਰ

ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ।

(ਤਕਨੀਕੀ ਸਿੱਖਿਆ -2 ਸ਼ਾਖਾ)

ਹੁਕਮ

ਪੰਜਾਬ ਸਰਕਾਰ ਗ੍ਰਹਿ ਮਾਮਲੇ ਅਤੇ ਨਿਆਂ ਵਿਭਾਗ ਦੇ ਹੁਕਮ ਨੰ. PA/ACSH/2020/38, ਮਿਤੀ 04.11.2020 ਅਨੁਸਾਰ ਮਿਤੀ 16.11.2020 ਤੋਂ ਤਕਨੀਕੀ ਸੰਸਥਾਵਾਂ ਅਤੇ ਤਕਨੀਕੀ ਯੂਨੀਵਰਸਿਟੀਆਂ ਖੋਲ੍ਹਣ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਗਈ ਹੈ। ਜਿਸ ਦੇ ਮੱਦੇ ਨਜ਼ਰ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਐਸ ਓ ਪੀ ਤਿਆਰ ਕਰਕੇ ਸਿਹਤ ਅਤੇ ਪਰਿਵਾਰ ਭਲਾਈ ਵਿਭਾਗ ਨੂੰ ਭੇਜੀਆਂ ਗਈਆਂ ਸਨ:-

Detailed Guidelines for reopening of the Polytechnic/ Engineering Colleges/ Technical Universities in the State of Punjab following the lockdown due to Covid-19 pandemic

As per this communication, the State Governments have been empowered to take decision on starting opening of Technical educational institutions/Universities and allowing conduct of physical classes there in.

In light of the above the guidelines for Polytechnic, Engineering Colleges and State Technical Universities are as proposed below:-

A. General Guidelines

1. The Polytechnic, Engineering Colleges and Technical Universities will reopen for physical interaction on 16 November 2020.
2. The Vice- Chancellors/Principals may get Standard Operating Procedures(SOPs) worked out in view of COVID-19 outbreak, in accordance with the Government orders and guidelines.
3. The Polytechnic, Engineering Colleges and Technical Universities will follow the blended mode of teaching.
4. As far as possible, On line mode of content delivery will be the preferred mode.
5. In first phase students of final year (not more than 50% on given day) only be called for physical classes. For other classes, online mode should be preferred.
6. The teachers of the Polytechnic, Engineering Colleges and Technical Universities will be devoting full working hours as per rules on face-to-face teaching /online teaching evaluations etc. The teaching hours in a day may be extended as per requirements of the Board/ University.
7. To ensure that the number of teaching days is not reduced, Board/Universities at their own level will try to minimize the winter break and if possible conduct online lectures on weekends.
8. Polytechnic, Engineering Colleges and Technical Universities may consider seeking consent of parents of students for attending classes physically.
9. In Practicals of the students, the schedule for work will be staggered to prevent overcrowding.
10. The duration of the class should be reduced by 10 minutes so as to give the students and opportunity to go out in open space and reassemble for the next class.
11. The proper time table will be put in place by the Heads of Departments/Institute keeping in view the Standard Operating Procedure as regularly modified by the Government. It would be the responsibility of the University/Departments to ensure seamless internet services for deliverance of online teaching material.

12. The hostels will be given first to the students of the Final year of training followed by the other students after evaluation of the situation
13. To start with only half the number of available slots in the hostels will be allocated so as to maintain social distancing.
14. All the students and staff members will download and frequently check and update Arogya Setu App/Cova Punjab App.
15. All employees who are at higher risk, i.e., older employees, pregnant employees and employees who have underlying medical conditions to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the students.

B. General Guidelines for the Principal/Registrar of the Polytechnic/ Engineering Colleges/ Technical Universities:

1. The Registrar/Principal will constitute a task force to ensure that the latest Standard Operating procedures regarding Covid-19 issued by the Government of India are followed strictly.
2. The whole campuses including classrooms, laboratories furniture and fixtures will be regularly sanitized by using 1% Sodium Hypochlorite . Teaching materials, computers, laptops, printers, shall be regularly disinfected with 70% alcohol swipe.
3. Each department must ensure that thermal screening is done before the students and the faculty is allowed inside the department.
4. On the main gates of the Polytechnic/ Engineering Colleges/ Technical Universities thermal screening must be ensured.
5. The masks and sanitizers would be used regularly and they will be responsibility of the faculty and students themselves.
6. The library, common rooms, canteens should maintain social distancing and this would be the responsibility of the Librarian and Registrar/ Principal.
7. Awareness programs should be initiated by the Public relation department/ and or the department of Mass Communication to make the students aware about the latest guidelines issued by the Government.
8. Institutions should prepare details of opening the campus in a phased manner with a complete roster for all departments and batches of students in different programmes.

C. General Guidelines for the Hostels:

1. To start with, only half of the hostel capacity should be utilized.
2. The washrooms and common areas should be regularly cleaned.
3. In the Dining halls and Messes the norms of social distancing would be strictly maintained.
4. The Mess would serve food for longer periods so that the students can eat in a staggered manner.
5. The common rooms in the hostels should be sparingly used under the strict vision of the wardens following the guidelines of the Government.

The above guidelines will be followed in letter and spirit by all. However Vice Chancellors of the universities/Principal of the Polytechnic/Engineering Colleges may at their own level take appropriate decisions in case the situation so demands, but the safety and adherence to COVID-19 will be ensured at all costs.

ਉਪਰੋਕਤ ਦੇ ਸਬੰਧ ਵਿੱਚ ਸਿਹਤ ਅਤੇ ਪਰਿਵਾਰ ਭਲਾਈ ਵਿਭਾਗ ਦੇ ਖੱਤਰ ਨੰ: Covid/NHM/Pb/20/6922 dated 08-11-2020 ਅਨੁਸਾਰ ਉਪਰੋਕਤ ਹਦਾਇਤਾਂ ਪ੍ਰਵਾਨ ਕਰਦੇ ਹੋਏ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਹਦਾਇਤਾਂ ਸਾਮਲ ਕਰਨ ਲਈ ਕਿਹਾ ਹੈ।

- 1 All Staff and students should be tested with RT-PCR for Covid -19 before opening following testing protocol.
- 2 Link-up with local health authorities to report any symptomatic students or staff.

ਕੋਵਿਡ-19 ਦੇ ਮੱਦੇ ਨਜ਼ਰ ਉਪਰੋਕਤ ਹਦਾਇਤਾਂ ਦੀ ਇੰਨ ਬਿੰਨ ਪਾਲਣਾ ਕਰਦੇ ਹੋਏ ਮਿਤੀ:16-11-2020 ਤੋਂ Polytechnic, Engineering Colleges and State Technical Universities ਖੋਲਣ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਜਾਂਦੀ ਹੈ।

ਮਿਤੀ,ਚੰਡੀਗੜ੍ਹ:
10.11.2020

ਅਨੁਰਾਗ ਵਰਮਾ, ਆਈ.ਏ.ਐਸ.,
ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ
ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ।

ਪਿ.ਅੰ.ਨੰ. TECH-TE-2010/256/2020-4TE2/1/102952/2020 (3) ਮਿਤੀ,ਚੰਡੀਗੜ੍ਹ:11.11.2020
ਉਪਰੋਕਤ ਦਾ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾਂ ਅਤੇ ਅਗਲੇਰੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

1. Director, Technical Education and Industrial Training, Punjab, Chandigarh
2. Vice Chancellor, IKGPTU, Jalandhar
3. Vice Chancellor, MRSPTU, Bathinda
4. Secretary, PSBTE & IT, Chandigarh
5. All Principals Govt & Private Engg Colleges
6. All Principals Govt & Private Polytechnic Colleges.

Charanjit Kaur
Chranjit Kaur
Under Secretary

11/11/2020
N. Singh