



Chaibasa Engineering College

(Estd. By Govt. of Jharkhand & run by Techno India under PPP)
(Approved by AICTE, New Delhi & Affiliated to Kolhan University, Chaibasa)

Corporate Office: EM-4/1, Sector- V, Saltlake , Kolkata-700091
Phone: (91) 33-2357-6163/2658/1094, Fax No: +91-33-2357-2450

Ref. No: CEC/Admin/Exam/471

Date: 08.09.2020

NOTICE

Considering Prevailing Pandemic (COVID-19) Situation, Institute have devised a Standard Operating procedure in accordance with the GOJ Office order dated 28.08.2020 & Kolhan University's SOP.

1. For Hostel Boarders Hostel (Both Boys & Girls) will remain open as per following schedule;

Sl No.	Department	Date of opening	Reporting Time	Date of Closing	Remark
1	ECE, EE, ME	18.09.2020	10.00 am	27.09.2020	Students of ECE, EE, ME will have to vacate hostel by 4.30pm on 27.09.2020
2	CE, CSE	23.09.2020	10.00 am	04.10.2020	Students of CE, CSE will have to vacate hostel by 4.30pm on 04.10.2020

2. Every student have to carry a face mask & hand gloves during Examination.
3. Students have to check their seating arrangement from the Institute website which will be published one day prior to the examination. While entering the examination hall students have to maintain social distancing (around 4 feet) from other students.
4. Students have to report to the concern block 1 hour earlier so that thermal screening & other precautionary measures can be implemented without disturbing the examination schedule.
5. Students are advised to report Hostel super, Admin Office or Examination-In-Charge in case they witness any COVID-19 symptoms.
6. Unnecessary Gathering in Admin & Academic block before & after Examination is strictly Prohibited. Any such activity may impose strict penalty.
7. Hostel Boarders are strictly advised to avail Foods from Institute Canteen, as per the existing Mess Rules & regulation. Those who did not have Canteen subscription they have to take their food on temporary subscription basis (contact Mess Manager for more on this).



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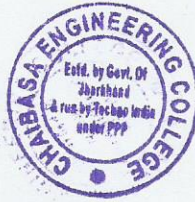
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8. During the Examination tenure students are strictly advised to stay inside their allotted accommodation (Hostel Boarders) except any urgent emergency.
9. Students can call Our Campus Helpline No: **6202872663/7903649981**, in case of any urgent issue
10. All hostel boarders are advised to carry some dry foods with them so that they did not have to go outside the campus often.
11. All students (Hostel Boarder & Day Scholars) are strictly advised to update their entry & exit timing at the main gate register.
12. After the Examination hours students (Hostel Boarders) are advised not move outside from their allotted hostel accommodation without any urgent need.

Handwritten signature and date: 08-09-2020

(Dr. R. Roy)
Principal
Chaibasa Engineering College
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Encl.

Detail Schedule of Examination is enclosed.

- C.C:**
1. Vice Principal
 2. All HODs/All Section with a request to circulate among students
 3. Office Copy
 4. Institute Website