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SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY SURAT - 395 007, GUJARAT, INDIA

No : E/ 2466

Date : 13/03/2020

ADVISORY

In view of the novel Coronavirus (COVID 19) cases being reported in the country, the following guidelines are issued as a precautionary measure to prevent the spread of COVID-19 within SVNIT, Surat Campus.

1. Faculty, Students/ Scholar, Employee, Project staff and any other person including residents are advised to refrain from travel to China/ Iran/ UAE/ Republic of South Korea/ Malaysia/ Indonesia/ Italy/ Japan/ UK/ USA/ Singapore/ Thailand/ Nepal/ Taiwan/ Vietnam/ Hong Kong/ Spain/ Germany/ France and advised to avoid non-essential travel to other COVID-19 affected countries as well.
2. Faculty, Students/ Scholar, Employee, Project staff and any other person including residents using the most common transit hubs such as (Dubai, Abu Dhabi, Kuwait, Sharjah, Qatar, Singapore, Bangkok, Hong Kong, Kuala Lumpur, Colombo, Oman) are also advised to follow the precautions given below.
3. If a faculty, students/ Scholar, Employee, Project staff and any other person including residents choose to travel to affected countries for compelling reasons, it is advised that all individuals on return from such travel back from affected countries, return to their respective homes and in consultation with Chief Medical Officer (CMO) complete their home quarantine period of 14 days and if no symptoms are noticed in such period, can return to their work/ study place. 14 days may be counted from the date of disembarkation in India after travel.
4. If any faculty, students/ scholar, Employee, Project staff and any other person including residents are already travelling to an affected country and is likely to return to India any day from today (including today), they are advised to return to their respective homes and in consultation with Chief Medical Officer (CMO) complete their home quarantine period of 14 days and if no symptoms are noticed in such period, can return to their work/ study place. 14 days may be counted from the date of disembarkation in India after travel. In case there is fever/ cough/ cold or any related symptoms after 14 days, you are advised to inform CMO and to report to the nearest Govt. Hospital/ Institute Hospital immediately.
5. All such persons on the rolls of SVNIT will be working from home during the quarantine period.
6. In case of any symptoms of COVID 19 or any other health-related issues, the CMO/ Institute Dispensary/ Govt. Hospital is to be contacted immediately.
7. The Head of the Department/ Sections/ Centres/ Head of Admin units are also requested to ensure that soap dispensers and disinfectants are kept in labs/ restrooms/ other common areas. In case of any additional requirement, HOD's/ Centers/ Sections may contact the Estate & Store Section of Institute.
8. As a precautionary measure marking of Bio-metric attendance is dispensed with, w.e.f. 13.03.2020 and normal register-based attendance may be kept in vogue for all employees/ outsourced/ project staff indicating in-time/ out-time while marking their attendance. This system will continue till 31.03.2020 or until further orders.
9. The COVID -19 advisory and regulations issued by Central Govt. and Gujarat Govt./ Surat Municipal Corporation are also to be compiled with.
10. The Head of the Department/ Sections/ Centers are requested to ensure that this advisory is strictly followed, and any violation should be immediately reported to Institute Hospital/ Govt. Hospital.
11. It is important for every individual to follow the travel advisory strictly in the individuals own interest and in the interest of the rest of the Institute community. This advisory will stay in force till such time it is revoked.

प्रेमलाल पटेल
DY. DIRECTOR

13.03.2020

To:
All Deans/ all the Heads/ Sections/ Departments/ Centers
Central Library/ The CMO, Institute Dispensary
The wardens of all hostels
Notice Board: Institute/ Hostels