

**INSTRUCTIONS STRICTLY TO BE FOLLOWED INSIDE THE COLLEGE CAMPUS FROM 16.11.21**  
**ONWARDS TO MAINTAIN COVID SAFETY**

1. Entry into College campus without wearing proper masks (surgical masks/three-layered cloth masks/N95 masks) is strictly prohibited. Masks cannot be put off while attending the class or while in a company. Students are requested to carry with them more than one mask so that they can use the other if the first one gets soiled by any chance.
2. Social distance has to be strictly maintained inside the class and outside too, Students are requested to sit afar from each other while attending the class. Not more than two students can sit in a bench and every second bench has to be kept blank. No huddle or gathering outside the class at any spot of campus is allowed.
3. Frequent washing of hands at designated places in the campus is solicited.
4. Students are asked to carry with them their own food and water, and are requested not to share them with their friends and classmates at any point of time.
5. The College is declared a no spitting and no smoking zone. Students found spitting or smoking inside the campus may be debarred from attending the offline classes.
6. No littering is allowed inside the campus while the Covid restrictions are on. Students are requested to dump both bio-degradable and non-bio degradable wastes only into designated dustbins.
7. Students are requested to flush the toilets well every time they use them.
8. Reading room facility will remain suspended in the central library. Students can visit the library to lend books only during the designated time zone prescribed by the library staff.
9. General course students of BA Semester-1 are not allowed to attend the classes in the campus everyday but they are allowed only in batches on designated dates for the respective batches. Students of BA Semester-1 General courses are requested to contact their respective departments to know the exact dates they are allotted for attending the College online. For other days they may find class materials online.
10. Students are requested not to gather before the College office at any point of time. They will be allotted specific time slots to satisfy their queries at the office upon request.

Sd/-

Principal

Kabi Joydeb Mahavidyalaya