



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH

Near National Highway No. 16, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

Cir.No.172/NITANP/SHTL/2022-23

Date: 27.09.2022

CIRCULAR

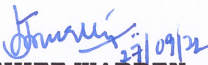
Sub: - NIT Andhra Pradesh – Hostel Office – Revised procedure for availing non-local outings for the hostel residents w.e.f. 01-10-2022- Issued – Regarding.
Ref: - Resolution taken in the council of wardens meeting dated 21.09.2022.

The hostel office of NIT Andhra Pradesh, hereby issues the revised procedure for availing the non-local outings for the UG (except 1st year)/PG/Ph.D. hostel residents. The detailed procedure is mentioned below.

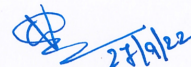
- I. The boy student/scholar shall avail non-local outing by making relevant entries in the non-local outing registers available with the respective hall caretaker and at entrance gates (east/west) with the security department personnel. Parent consent and warden permission are not required.
- II. For non-local outing to girl student/scholars
 - ❖ Keeping in view of safety and security of the girl students, as per the existing policy the caretaker will forward the student non-local outing application to the respective hall warden for approval after obtaining the parent consent over the registered phone numbers only.
 - ❖ After warden approval, student should submit two copies of non-local outing applications i.e. one for hostels & one at entrance (east/west) and is permitted to leave the campus on non-local outing.
 - ❖ Parent consent and warden permission are not required for M.Tech. students and Ph.D. scholars.
 - ❖ All the students/scholars should make relevant entries in the non-local outing registers available at the respective hall caretaker and security points (east/west) gates.
- III. If any student/scholar would like to avail the mess rebate during their non-local outing period (applicable if outing is more than 4 days, the day of arrival and departure must be excluded) should submit the mess rebate form to the respective hall warden/caretaker through mess caterer and mess warden without fail.
- IV. All the UG & PG students and Ph.D. scholars should adhere to the rules and regulations of the hostel authority. Any violation in this regard, that challenges the standard operating procedures (SoP) of the hostels of NIT Andhra Pradesh will be seriously addressed.

Note:

As per the hostel undertaking form (Annexure-II) submitted by each student/scholar at the time of their hostel admission "Institute or hostel management is no way responsible for untoward incident happening outside while going out of the hostel".


CHIEF WARDEN
HOSTELS – NIT Andhra Pradesh




DEAN (SW)
NIT Andhra Pradesh

To

The Deputy Chief Warden (Boys/Girls), NIT Andhra Pradesh for information
Copy to: All the Wardens for information & issue necessary instructions to the caretaker of your respective hall of residence.
Copy to: Security officer, NIT Andhra Pradesh for information and issue necessary directions to the security staff.
Cc to: Notice Board, Hostel Office/Hostel blocks/Security Post for information
Sf/Sc.



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Sub: - NIT Andhra Pradesh – Hostel Office – Revised procedure for availing local outings for the hostel boarders w.e.f. 01-10-2022 - Issued – Regarding.

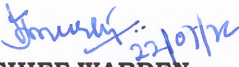
Ref: - Resolution taken in the council of wardens meeting dated 21.09.2022.

The hostel office of NIT Andhra Pradesh, hereby issues the revised procedure for availing the local-outings for the UG (except 1st year)/PG/PhD hostel boarders. The detailed procedure is mentioned below.

- i. The boy students should make relevant entries in the register kept at the security post of the east/west gate, whenever they intended to leave the campus. No time restrictions on outings.
- ii. Keeping in view of safety and security the local-outing procedure, rules & regulations remains the same for girl students, followed previously. As per the existing policy, the girl students can avail the local outing facility by making relevant entries in the local outing register kept at the respective hall caretaker, and security personnel at the east/west entrance gate. Students should report back to the campus by 9.30 P.M. and at the girls' hostel compound gate by 10.00 P.M.
- iii. M.Tech. and Ph.D. hostel boarders who would like to continue their research activities at their departments after 10.00 P.M, need to submit a copy of approval from their respective supervisor and HoD to the respective hall warden.
- iv. All the students and scholars should carry their institute/hostel mess ID cards and show the same to the security personnel while entering their details in respective outing register.
- v. All the UG & PG students and Ph.D. scholars should adhere to the rules and regulations of the hostel authority. Any violation in this regard, that challenges the standard operating procedures (SoP) of the hostels of NIT Andhra Pradesh will be seriously addressed.

Note:

1. Chhatrapati Shivaji west gate will be closed at 9.00 pm, every day. Students who are on local/non-local outings and returning back to the campus after 9.00 p.m. should access Sri Krishnadevaraya east gate (institute main gate) only.
2. As per the hostel undertaking form (Annexure-II) submitted by each student/scholar at the time of their hostel admission "Institute or hostel management is no way responsible for untoward incident happening outside while going out of the hostel".


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