

Guidelines & Protocols to tackle the spread of Covid-19

For employees and students

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Scaling Heights

Together we can fight Covid-19

PREFACE

We are going through an unprecedented, once in a life time crisis that has shaken the entire world and brought powerful nations to their knee. Millions of people are getting infected with Covid-19 which is overwhelming healthcare facilities, affecting lives and livelihood. Such a calamity warrants extraordinary measures to cope up with the situation. A nation-wide lock down was imposed in India as does in many other countries with severe restrictions imposed on operation of businesses, government offices, transportation and other activities. With the passage of time, the government is easing the lock down and trying to bring back activities to the normal level. IIT Mandi is also taking measures to resume its normal function. The Institute is taking utmost care so that no one affiliated to it are affected by this disease. A number of steps are being taken by the institute such as repeated sanitation of the premises, health monitoring of casual labourers in the campus including the construction workers, maintaining physical distancing between individuals at work and so on. Significant progress also has been made by hardworking faculty, staff, students and other arms of the Institute such as EWOK in fighting the Covid-19. Mass production of Maitri mask by EWOK, development of UV disinfection chambers, prototype ventilators and N-95 mask membranes are especially noteworthy.

It is now imperative that we have to live and work normally while keeping the SARS-CoV-2 virus at bay. Along with Institutional measures, now it is high time that individuals share their part of the responsibility such as maintaining good hygiene practices, repeated washing of hands with soap or disinfectant, wearing masks all the time and maintain physical distance when you are in public places. This document embodies the guidelines and protocols for operating the Institute post the nationwide lockdown 4.0.

Remember that we have the responsibility for protecting ourselves, but also others. A war like situation is not the same as peace time. The unprecedented scenario may demand a lot of personal sacrifices and we may have to prepare ourselves to undergo hardships. Let us fight together this battle with the unseen enemy collectively by religiously following protocols and guidelines so that the pristine Kamand valley may be kept free of Covid-19.

Looking forward for cooperation and compliance from all.

Yours sincerely

Special Task Force Covid-19, IIT Mandi

GENERAL RULES TO BE OBSERVED BY EVERYONE IN THE CAMPUS

1. Everyone should wear face mask/cover as per the government instruction. Government authorities may impose monetary fine on violation of the same.



2. Thermal scanning of individuals for recording body temperature will be done by the security staff while entering the campus and they may ask for ID cards. Please be patient and cooperate with them. Those who have higher than normal body temperature will be directed to visit the medical unit.



3. Physical distancing norm of 6 feet between individuals should be maintained in all public places inside the campus.



4. Everyone must sanitise their hands periodically by washing with soap and water or rubbing with alcohol-based sanitisers.



5. Maintaining good personal hygiene practices and good civic practices such as avoiding spitting in public places and littering, especially of the used face masks are essential.



6. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.



7. Government guidelines stipulate the use of Aarogya Setu app on mobile phones.



8. Anyone coming from outside the Mandi District must apply through the online application form and follow due protocols that will be prescribed from time to time. There are separate forms for students including project staff and employees of the Institute. No travel should be made without permission from the competent authority of the Institute. All communication from outside regarding coming back to the Institute to be made to the single point e-mail ID, tfcovid19@iitmandi.ac.in for enabling seamless communication.



9. Students and project staff will be allowed to come back to the campus in a staggered manner and you may apply online when you are contacted by the Institute. Unsolicited, individual requests will not be entertained.



10. Most vulnerable sections of the society such as old people, pregnant women, young babies and their caregivers and those who have comorbid conditions will be allowed to undergo self-quarantine in their homes and work from home.



11. Campus residents including students are not allowed to have visitors/relatives without obtaining express permission from the empowered committee. The employee wishing to invite visitors must apply online through the prescribed format.



12. Large gathering of people for meetings or any other purpose is to be avoided. Meetings may be conducted online wherever possible.



13. Security guards on campus may make polite requests for obeying protocols and record violations and report to the concerned authority. Please refrain from arguing with them as they are performing their duty for your own safety.



14. The Institute may appoint surveillance officers in residential areas for monitoring those who are in self/home quarantine or under observation. Please cooperate with them and obey the rules.



15. Please avoid spreading rumours. Be compassionate and be helpful to your friends in quarantine, while maintaining proper protocol.



16. Common areas and toilets will be disinfected periodically by the housekeeping staff. Building in-charges along with AR(S&P) are required to ensure the cleanliness and the supply of disinfectants, sanitisers and liquid soap.



17. All parcels that are received from outside may be disinfected using a UV-chamber or by spraying disinfectant or by wiping with alcohol based sanitisers, based on the material and content of the package.



18. While essential travel will be permitted, even outside the state following government protocol, non-essential visits to crowded places and travel outside Mandi district may be avoided.



19. Please contact the Institute functionaries or send a mail to tfccovid19@iitmandi.ac.in for verification of information or to report any issue or violations of these norms.

