



UNIVERSITY WORKS DIVISION  
GROUND FLOOR, LIBRARY BLOCK  
GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
SECTOR 16-C, DWARKA, NEW DELHI -110 078  
Tel: 011- 25302289, 25302291, Fax no. 25302290 website: ipu.ac.in

No F.GGSIPU/UWD/2018

Dated 03/05/2018

13/06/18

**Circular**

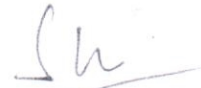
**Subject:** Safety and Security in Dwarka Campus.

On the recommendation of Committee constituted for the purpose, Competent authority has approved the following measures with regard to Safety and Security in Dwarka Campus:

S. No.	Measures	Action by
1.	There are two toilet blocks at each floor having a maintenance shaft which can be accessed through lockable doors already provided there. The shaft has maintenance platform at every floor with MS railing of approximately 3'-6" height. Doors are in place but not locked. In case of deliberate intentions this may be a safety hazard. The door should be locked and the key should be in control of security:- Report from Warden of hostels may be obtained.	Chief Warden and AR (Security)
2.	Both the collapsible gates provided in central staircase at terrace level should be kept locked:- Report from Warden of hostels may be obtained.	Chief Warden
3.	The users may be appraised that fire escape staircase should be used in case of emergency. Normally central staircase should be used:- Report from Warden of hostels may be obtained.	Chief Warden
4.	Fire escape doors should be controlled by the security as per the system provided therein: Regular monitoring of CCTV Camera output should be in place to prevent student from approaching terrace in normal circumstances. A dedicated person should be deputed for regular monitoring round the clock. AMC of CCTV	Chief Warden

	system should be put in place to ensure zero downtime.	
5.	Every room has a balcony with MS railing of around 3' – 6" height : Room occupants should be advised not to sit or climb on the railings. Details of Advisory/Notices issued to students may be sought from warden. Advisory should be printed and permanently fixed in such areas.	Chief Warden and Dy Reg. (GA)
6.	Advisory may be issued to students not to visit terraces of school buildings in normal circumstances and same shall be printed and fixed at such areas.	Proctor and Dy Reg (GA)
7.	CCTV cameras should be fixed at terrace of school buildings, Library and Admin Block.	Prof. C.S. Rai Chairman, Committee CCTV Procurement Incharge (Purchase)
8.	Checking and strengthening of railings in corridors and staircases of school buildings.	EE/UWD
9.	Lighting arrangement in dark areas in University Campus.	EE/UWD
10.	CCTV installation in Campus, lifts, main gate and terraces.	Prof. C.S. Rai Chairman, Committee CCTV Procurement Incharge (Purchase)
11.	Covering of opening in bridge connecting hostels with grills.	EE/UWD
12.	Manning of parking spaces.	Incharge Security
13.	Covering of open storm water drains.	EE/UWD
14.	Fire control room/Lift control room should be manned round the clock.	Incharge Security
15.	An expert Committee is constituted for safety audit of the Campus. The Committee will identify the points of concern vis-à-vis safety of students/ staff/visitors and suggest remedial action.	Safety Security Committee 1. Prof/ C.S. Rai, 2. Prof. Pravin Chandra 3. Prof Anup Beniwal, 4. EE/UWD Convener

Action taken report on above points may be submitted within 15 days.



(Satnam Singh)  
Registrar

Copy for information to:-

1. AR, VC Sectt., GGSIPU - for kind information of Hon'ble Vice Chancellor.
2. SO to Pro VC- for kind information of Pro VC
3. Chief Warden
4. Proctor
5. Prof. C.S. Rai
6. Prof. Pravin Chandra
7. Dy. Registrar, GA,
8. Incharge (Purchase)
9. EE/UWD
- ✓ 10. Incharge UITs- To upload on University website
11. Office Copy



(Dr. Vijay Kumar)  
Assistant Registrar (Security)