

INFORMATION BROCHURE
ON
LOVELY PROFESSIONAL UNIVERSITY
ENTRY/EXIT & PARKINGS

By
THE DIVISION OF SECURITY AND SAFETY

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Chapter – 1

Main University Entry / Exit Gates

1. **Introduction:** Main gates are a passage duly authorized by the competent authority to allow entry/exit of pedestrians, vehicles and material in the university campus. Entry/exit from such passages is regulated as per guidelines issued by the competent authority from time to time. Lovely Professional University has as many as Eighteen such gates. Their nomenclature are as follows :

Main Entry /Exit Gates in daily use .

- 1.1 Main Gate 1-A
- 1.2 Main Gate 1-B
- 1.3 Eastern Gate – 1
- 1.4 Eastern Gate (smaller size) – 2
- 1.5 Western Gate.
- 1.6 BH -4 Play Ground Gate (Near 66 KV)

Permanently Closed Main Gates

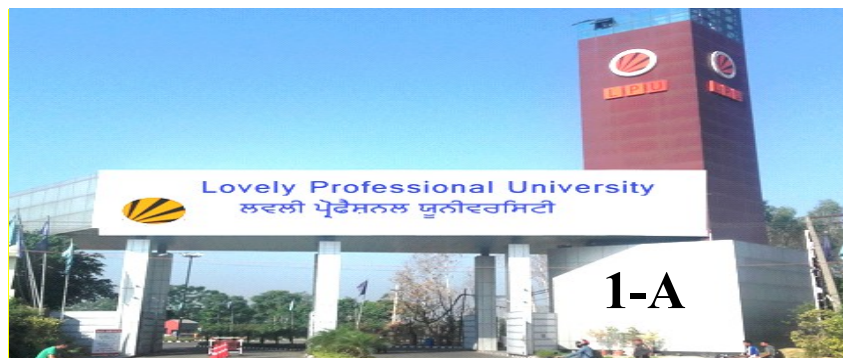
- 1.7 Southern Gate
- 1.8 CTH Gate
- 1.9 BH 7 Back side Gate
- 1.10 BH 1 Hockey Ground Gate
- 1.11 BH 1 Football Ground Gate
- 1.12 GH 5 & 6 Playground rear side Gate
- 1.13 GH- 1 Playground rear side Gate
- 1.14 Western Gate under bridge Gate
- 1.15 Under Bridge Gate (BH -4 Play ground)

Gates provided for villagers land

- 1.16 Near Skating Zone
- 1.18 Block 41D backside near Staff parking

Location of Gates : Location of these gates has been shown on Maps at pages 38 to 42.

1.1 Main Gate 1-A :



1.1.1 **Location:** This gate is located on NH-1. While coming from Delhi/Ludhiana side and after just crossing Cheheru railway bridge, this is the second gate of the university.

1.1.2 **Entry/Exit Category:** Following persons and vehicles will enter/exit through this gate:

1.1.3 **Entry / Exit With RFID:-** RFID issued to 02/04 wheeler vehicles to University Staff/Faculty members , Students , Vendors & Contractors for automatic entry/ exit.

1.1.4 **Turnstile Gate :-** For Pedestrian Staff/Faculty members, Students , Vendors and Visitors.

1.1.5 **Reception Center :-** Visitors requiring entry / exit with manual pass.

1.1.5 **Supplier :-** Requiring entry / exit with manual pass.

1.1.6 **Cycles :-** Staff & Students cycle entry / exit by RFID.

1.1.7 **Govt Vehicles :-** Entry / Exit without pass.

1.1.8 **Parking Turnstile Gate :-** Entry / Exit of day scholar students for parking at Main Gate 1-A.

1.1.9 Biometric Machine to mark the attendance of staff/faculty members leaving/ arriving back into the university from leave/duty within University working hours.

1.1.10 University Staff and Faculty members going out of campus or returning back into campus on leave / duty leave, during university working hours to mark their attendance on Biometric Machine installed at this Gate.

1.1.11 **Facilities:** Following facilities are available at this gate:

1.1.12 Reception Center

1.1.13 Wash Room (for visitors, Faculty & Staff members)

1.1.14 Boom Barriers: Entry of every vehicle is regulated by Boom Barriers. Vehicles with RFID can cross the Boom Barrier automatically. Security Staff on duty operate the Boom Barriers with their UID Card to allow entry / exit of other vehicles with manual / Email Passes after barcode scanning.

2.2.5 2.1.15 MAIN GATE 1-A OPEN AND CLOSE TIMINGS

2.1.16 Summer Timings (01st Mar to 31st Oct)



Gate Status	IN GATE		Gate Status	OUT GATE	
	From	To		From	To
Fully Open	06:00:00 AM	10:00:00 PM	Fully Open	06:00:00 AM	10:00:00 PM
Fully Closed	10:00:00 PM	06:00:00 AM	Half Closed	10:00:00 PM	12:00:00 AM
			Fully Closed	12:00:00 AM	06:00:00 AM

1.1.17 Winter Timings (01st Nov to 28th Feb)

Gate Status	IN GATE		Gate Status	OUT GATE	
	From	To		From	To
Fully Open	07:00:00 AM	09:00:00 PM	Fully Open	07:00:00 AM	09:00:00 PM
Fully Closed	09:00:00 PM	07:00:00 AM	Half Closed	09:00:00 PM	11:00:00 AM
			Fully Closed	11:00:00 AM	07:00:00 AM

1.1.18 **BOOM BARRIER LANE TIMINGS**



Lane No	Type of Vehicle	Status	Open / Closed Timings	For Vehicles of
1	4 Wheelers	IN	Open 24 Hrs	VIP's, Staff , Students and Visitors
2	4 Wheelers	IN	Open 24 Hrs	Vendors , Suppliers , Autos and Truck / Buses
3	4 Wheelers	OUT	Open 24 Hrs	For all outgoing 04 wheelers
4	4 Wheelers	OUT	Open 05 PM to 06 PM Closed 06 PM to 05 PM (Next Day)	Exit will remain closed ,until any additional Exit requirement comes up.
5	2 Wheelers	IN & OUT	Open 24 Hrs	Staff , Students , Vendors and Visitors
6	2 Wheelers	IN	Open 08 AM to 09 AM Closed 09 AM to 05 PM	For Entry during morning rush hours.
		OUT	Open 05 PM to 06 PM Closed 06 PM to 08 AM (Next Day)	For Exit only during evening rush hours.
7	2 Wheelers	IN	Open 08 AM to 06 AM Closed 09 AM to 05 PM	For Entry during morning rush hours.
		OUT	Open 05 PM to 06 PM Closed 06 PM to 08 AM	For Exit during evening rush hours.
8	2 Wheelers	IN & OUT	Open 05 AM to 08 PM Closed 08 PM to 05 AM (Next Day)	For all outgoing 02 wheelers
9	2 Wheelers	IN & OUT	07 AM to 07 PM	For Entry, at P1 Parking.
10	4 Wheelers	IN & OUT	07 AM to 07 PM	For Exit, from P1 Parking.

1.2. Main Gate 1-B :

2.2.1 **Location:** This gate is located on NH-1. While coming from Delhi/Ludhiana side and after just crossing Cheheru railway bridge, this is the first gate of the university.

2.2.1 **Entry/Exit Category:** Following persons use this gate for entry/exit:

2.2.2 Pedestrian University Staff/Faculty members and students having valid Identity Cards.

2.2.3 No Vehicles will be allowed through this gate, except during emergency.

2.2.4 All day scholar girl students can leave through this gate after 10 am.

2.2.5 Hostel Girl Students proceeding on leave or day out on Sundays and Holidays will Enter/exit through this gate.

2.2.6 Hostel Girl Students UID Cards are permanently deactivated at Main Gate 1-B, Turnstile Gate, for them to go on leave / day out they will show leave certificate on their mobiles or on prints to the Security staff, the staff will then scan barcode and provide them Entry / exit from their own UID Card.

2.2.7 Pedestrian University Staff /Faculty members going out of campus on duty leave / leave will exit / enter after marking their attendance on Biometric Machine installed at this gate.

2.2.8 Time of Closing & Opening: Entry/Exit through this gate will be allowed between 7: 00 am 8: 00 pm. For timings other than these, the entry/exit will be through Main Gate -1A

2.2.8.1 It has 15 Turnstile gates, one side pedestrian gate, emergency vehicle entry / exit gate, one baggage frisking room and a security office.

2.2.9.4 **Facilities:** Following facilities are available at this gate.

2.2.10 Security Office. Baggage room Checking

2.2.11 Wash Room – 1 (For Visitors, Faculty & Staff)

2.2.12 Wash Room – 2 (For Security Staff and Maintenance Staff).

Eastern Gate - 1:

3.1 **Location:** This gate is located near Building No 1

3.2 **Entry/Exit Category:** Entry /Exit to pedestrian sports Faculty and students is allowed.

3.2.1 As University Play Grounds are located on this road, therefore, mostly this gate is used by the pedestrian faculty and students who wish to avail sports facilities in the play ground. Faculty and students of Department of Physical Education and Sports frequently use this gate.

3.2.2 **Biometric** - A biometric machine has been installed at the gate for faculty and students who have been provided special access of this gate can mark their attendance for entry / exit, others will not be provided entry / exit for this gate.

3.2.2 On special occasions it is also used for entry/exit of VIP's.

3.3 **Time of Closing & Opening:** Entry/Exit through this gate will be allowed as follows:

3.3.4 **Summer**

3.3.5 Morning: 5:45 am to 8:15 am

3.3.6 Evening: 4:45 pm to 7:15 pm

3.3.7 **Winter:**

3.3.8 Morning: 6:45 am to 9:15 am

3.3.9 Evening: 3:45 pm to 6:15 pm

4.1 Eastern Gate – 2:

- 4.1: This gate is located behind Project Studio on the outer Boundary fencing.
- 4.2: The University Agriculture students and Faculty Members use this Gate during University timings for Agricultural educational and cultivation purposes on the University Land and record of Entry/Exit will be maintained by Sector – 2.

5.1 Western Gate :

- 5.1 **Location:** This gate is located on a link road from NH-1 to village Maheru.
- 5.2 **Entry/Exit Category:** Entry / Exit is permitted to the following:
 - 5.2.1 04 Wheeler vehicles of faculty / staff members, Day Scholar Students with classes in Buildings in 55 to 58 and vendors with 04 wheeler vehicles of Sector 3 & 4 will be permitted to enter / exit from Western Gate Boom Barriers.
 - 5.2.2 University Buses carrying Staff and Students of LPU.
 - 5.2.3 School buses of faculty/staff members children residing in campus.
 - 5.2.4 Vehicles carrying construction material.
 - 5.2.5 Empty Autos to exit from this gate.
 - 5.2.6 On special occasions, it is also used for outside events and at times by VIP's.
 - 5.2.7 Pedestrian Mess Workers with Uid Card issued by DVCM.
 - 5.2.8 Students of Hotel Management, for doing practical work .
 - 5.2.9 Students provided with RFID to park their vehicles in Western Gate Parking (Outside) will also enter/exit through this Turnstile gate.
 - 5.2.10 **Time of Closing & Opening:** Entry/Exit through this gate will be allowed between 7:00 am to 7:00 pm (Thereafter, entry /exit will be from Main Gate 1-A)
 - 5.2.11 **Facilities:** Drinking Water facility is available at this.
- 6. **Alternate Route :** In case of GT road being blocked in front of Main Gate 1-A, if need be, Western Gate and/or Eastern Gates can be opened for smooth incoming and outgoing traffic for the rest of the University vehicles.

Chapter - 2

Visitor Management

1. **Visitor:** Lovely Professional University is the leading university of India. Enormous number of students, staff, faculty, vendors and other allied persons are part of its activities. So much so, more than 22000 students, staff, faculty and workers of various contractors and vendors are residing in university campus. Keeping in view the security concerns of the university, the visits of outsiders need to be regulated.
2. **Classification of Visitors :** Following type of visitors visit the university :
 - 2.1 VVIP Visitors & VIP Visitors
 - 2.2 Visitors from Central Govt / State Govt / Defense Forces / Police officials .
 - 2.3 Visitors with scheduled/unscheduled visits and Parents/Guardians of Students.
 - 2.4 Admission Seekers(prospective students, their parents, guardians, friends, etc.)
 - 2.5 Contractors/Vendors & their Workers and domestic helpers
 - 2.6 Material Suppliers to Contractors & Vendors
 - 2.7 Persons visiting the University during Special Events, visits of School Students , ODL Study Center Meetings, Exhibitions, DSA Promotional Programs, Film Shootings, etc.
3. **Types of Visits :** There can be two types of Visits :
 - 3.1 **Scheduled Visit:** Date and approximate time of such visit is known in advance. Even the purpose of such visit is per-planned.
 - 3.2 **Unscheduled Visit:** Date and time of such visit is not known in advance. Such Visitors can pour at any time.
4. **Types of Entry Passes :** To regulate Entry/Exit of various Visitors and to keep a proper record of Entry/Exit of persons various types of passes are issued:-

S. No	Type of visitor	Made At	Duration	Type of Pass
1	Pedestrian and Vehicle Visitor Pass	Reception Center	One Day	Paper Pass
2	Supplier Pass	Lane No 2 Security Office Main Gate 1-A	One Day	Paper Pass
3	ONLINE Sponsored Visitor Pass	To be made by University Staff itself for his visitor ONLINE(through UMS)	One Day	Received on visitor Mobile as SMS or Email

4	ONLINE Sponsored Parents Pass	To be made by University Students itself for their parents ONLINE (through UMS)	One Day	Received on parents Mobile as SMS or Email
5	Group ID Pass	To be made by concerned Division for their Group Events	Upto One Week	Received on event management coordinator Mobile as SMS or Email

5 Visitor Pass: Visitor Pass will be issued to all unscheduled Visitors (Pedestrians or with vehicles) to enable their entry in the university. Visitor Pass will be issued for the day of visit only.

5.1 Process to issue Visitor Pass: Following is the process to issue Visitor Pass:

5.1.1 As the visitor reaches Main Gate A-1, he will be asked to wait for his/her turn at the reception centre.

5.1.2 As one's turn comes up, visitor furnishes his personal detail (Name, address, Phone No, No. of persons accompanying him, name of the university official to whom he/she wants to meet , etc.) details required to be filled in Visitor pass An identity proof will be then scanned and returned (Identity Card issued by some competent authority, Driving License, Pan Card, Aadhar Card, etc).

5.1.3 The receptionist before issuing Pass, will seek the consent of the referred university official.

5.1.4 After getting the consent, the receptionist will enter the particulars of the visitor online and hand over the print out of the Visitor Pass to the visitor.

5.1.5 If the Visitor is not in a position to tell the name of any official for reference, the receptionist will ask him to tell the purpose of the visit, so that he can endorse the concerned Building Number in place of referred university official.

5.1.6 Entry with Visitor Pass : All visitors (pedestrians or with vehicles both) having Visitor Entry Pass will enter through Gate 1-A.

5.1.7 Pedestrian Visitor :- Visitor will move along left side of Main Gate 1-A on pavers and reach Turnstile gate and produce his visitor pass and Security Staff through his UID card will provide Entry / Exit from Turnstile Gate.

5.1.8 Visitor in Vehicles :- They will enter Lane No 1 produce their visitor pass, the security staff will bar code the pass and through his UID card provide entry to the vehicles from Boom Barrier.

5.1.7 Exit with Visitor Pass: The visitor having Visitor Pass will get the signatures of the person whom he has come to meet during his/her visit in the university. On return he will hand over the signed pass to the security staff at Security office Lane No.3 for visitor with vehicle. The security staff will scan the pass with Bar Code reader and after checking the authenticity of the Pass, will allow the visitor to exit.

6. Supplier Pass: Supplier Passes will be issued to all permanent and new Suppliers with vehicles to enable their fast entry in the university. **Supplier Pass** will be issued for the day of visit only.

6.1 Process to issue Supplier Pass: Following is the process to issue **Supplier Pass**:

6.1.1 The Supplier with vehicle enters through Main Gate 1-A and proceeds to security office in Lane No 2. The Supplier provides their personal details and whom the material is to be supplied. These details are then entered in computer. A manual pass is then generated and then the entry to the supplier is provided by opening the boom barrier through his UID Card to the campus.

7. Online Sponsored Visitor / Parents pass made by Faculty / Staff members and Students :

7.1 This pass can be generated by all campus faculty / staff members and students from their UMS for their intended visitors and parents (so that these visitors and parents do not have to go to reception center to make visitor and parent passes).

7.2 This pass can be generated in advance so that, their visitors and parents appreciate that he / she is being expected in campus on a particular date & time.

7.3 This pass is then forwarded on to visitor and Parents Mob in the form of SMS in a non smart phone and as Email in a smart phone with barcode.

7.4 As soon as the visitor / parent enters campus through Main Gate 1-A and proceeds to security office in Lane No 1 and produce his Mob with SMS / Email message, the same is then barcoded by security staff and then they are provided entry without any delay.

8.5 To make such passes follow the below mentioned link :-

9. UMS Navigation --- Division of Security & Safety ---online Main Gate 1-A pass request.

10. The Standard Operating Procedure to sponsor a visitor / parent is as follows:

10.1 Open the link as per above pathway.

10.2 Enter details of the visitor to be sponsored and save the form.

10.3 The sponsored visitor / parent and the sponsorer will receive a SMS about the Pass Number .

10.4 The sponsored visitor / parent on reaching university Main Gate are expected to show such pass on their Mob to the security staff on duty in Security office in Lane No 1.

10.5 On conclusion of visit, the sponsored visitor / parent on reaching lane no 3 or 4 or 8 should again produce their Mob with visitor passes, so that the security staff on duty can close their visitor entry by again barcoding process and then provide exit form campus.

10.6 Proper use of online sponsored Pass: The pass generated by Hostel students is also visible to concerned Hostel Warden as 'My Message' on UMS, so that he/she can have a check, if this facility is being not being misused by hostel students. Strict disciplinary action will be taken against the student found misusing this facility.

10.6 Time for ONLINE Sponsoring Visitors: Visitors can be sponsored ONLINE only for One day between 7:00 am 7:00 pm.

11. Group Event Pass :- This pass has been specially designed to cater for , when outsiders visit campus with a large number of persons and vehicles for one or more than one day.

11.1 Process to issue Group Event ID Pass :- The LPU coordinator for the event visit will generate this pass.

11.2 He will provide details of following on below mentioned link

11.3 Event Name

11.4 Place of Event within campus

11.5 Security Sector in which event is being organized.

11.6 Date From - To

11.7 Time From - To

11.8 LPU Coordinator of the event

11.9 Visitor Coordinator

11.10 No of persons visiting campus

11.11 No and type of vehicles entering campus

11.12 Coming from which place

11. 13 Any special coordination point required.

11.14 To make such passes, follow the below mentioned link :-

UMS Navigation --- Division of Security & Safety ---Group Event Pass

11.15 Group event Pass access has been provide to all HOS, HD , HOD and AO's of the campus.

Chapter -3

Turnstile Gates

1. Turnstile Gates are electronically operated Entry / exit Gates to regulate entry/exit of University members being in all Hostels and at some other places, these gates have been installed as follows:

S.No.	Location	Quantity
1	Main Gate 1-A	1
2	Main Gate 1-A Parking	1
3	Main Gate 1-B	15
4	Girls Hostel – 1 & 2	4
5	Girls Hostel – 3	3
6	Girls Hostel – 4	3
7	Girls Hostel – 5 & 6	4
8	Boys Hostel - 1	6
9	Boys Hostel - 2	5
10	Boys Hostel - 3	6
11	Boys Hostel - 4	5
12	Boys Hostel - 5	8
13	BH-6	8
14	BH-7	1
15	BH-8	2
16	Block 41 C	2
17	Block 41 A ,B	2
18	Block 41 C, D	2
19	Block 13	1
20	Central Library	3
21	Shanti Devi Mittal Auditorium	6
22	Law Gate	2
	Total	90

2. Turnstile gates :- These gates are provided at following locations within campus.

2.1 At Main Gate 1-A, 1-B and Western Gate to provide Day Scholar Students entry / exit

2.2 In all Girls & Boys hostels and at Staff Residence Buildings to provide controlled entry / exit of students and staff staying within campus. No one can enter any other hostel or Residential Buildings, other than their own allotted Hostel / Residential Buildings.

2.3 At Central library, DSA Block, Auditoriums to provide controlled entry / exit of students.

2.4 In addition, certain campus staff members of Departments of Maintenance, Info tech , IT Infrastructure and Security & Fire staff etc who are required to provide on & off maintenance and repair of hostels and their equipments will also be provided access through these Turnstile gates so that timely actions can be undertaken.

2.5 Mess staff and canteen staff are also provide access to their respective work places in the hostels & residential Buildings through these turnstile gates.

2.6 A Computer, Printer, Barcode scanner and an IP Phone is also provided in each Hostel/ Residential Building to facilitate maintaining record of entry /exit through Turnstile Gates.

2.7 In case any hostel student has lost his UID Card after university hours and he / she wants entry / exit from his hostel, then he / she will have to meet security staff on duty posted at hostel Turnstile gates to make a special temporary pass for one day.

2.8 Next day he / she should visit campus in Block 30 room no 108 and have his new UID card made

2. Turnstile Gate Management : Turnstile Gates will be managed as follows :

3.1 The Turnstile Gate will be manned 24 hrs by a set of male security Guard in Boy's Hostel and lady Security Guards in Girl's hostel to ensure that only authorized entry/exit in hostels is provided

3.2 All turnstile gates will be under CCTV Camera surveillance to monitor all types of entry/exit activities in the hostel. Recording of CCTV Camera will be available with Department of IT Infrastructure. HD of Division of Residential Services and security will have the right of Live view of entry/exit through Turnstile Gates installed in Hostels.

3.3 A small steel gate will be provided adjoining Turnstile Gate. This gate will remain permanently closed. This gate can be opened by the security staff to facilitate entry of heavy baggage of students and staff as per need on the directions of concerned security supervisor.

3.4 A big entrance gate will also be provided in the hostels to facilitate entry of vehicles supplying material to mess and other vendors. This gate will remain locked and can be opened to facilitate loading/unloading of material of Vendors.

3.5 It is the responsibility of the security staff on duty to check that Turnstile Gate is in proper working order. In case of Turnstile Gate not working due to any technical fault, the security staff will immediately inform the Department of IT Infrastructure for its early repairs.

Chapter – 4

Traffic Control & Parking

1. **Types of Vehicles:** Thousands of vehicles enter/exit the university campus daily. Following vehicles, as a mode of conveyance and transportation, will be allowed to enter/exit the university campus :
 - 1.1 **Motor Vehicles:** All types of motor vehicles will be allowed to enter the university through Main Gate- 1A, ie, Four/ Three/Two Wheelers or any other bigger vehicle. Only in exceptional cases, some of the vehicles will be allowed to enter through Western Gate .
 - 1.2 **Non Motor able Vehicles:** Cycles and load carrying Rehri Rickshaws will be allowed to enter the university campus through Main Gate 1-A
 - 1.3 **Forbidden Vehicles:** Following vehicles will not be allowed in the university:
 - 1.3.1 **Non Motor Vehicles:** Passenger cycle Rickshaw, Horse Cart, Push Cart, Bullock Cart, etc.
 - 1.3.2 **Motor Vehicles :** Open Jeeps and Four Wheelers having dark / black glasses.
2. **Speed of Vehicles:** The maximum speed limit of all types of vehicle in university Campus will be 30 km/hr.
3. **Pedestrian Paths :** For safe movement of pedestrians paths are erected as follows :
 - 3.1 **Foot Path with Pavers:** These are erected alongside the roads at a little height above the level of road and are only used by the pedestrians. No vehicle or any cycle is allowed to move on foot paths. It is not advisable for pedestrians to move about on roads. All wheel chairs are also recommended to be moved on foot path / pedestrian pavers are not on any campus roads.
 - 3.2 **Walk Ways:** To facilitate movement of pedestrians in rain or sun, special covers have been erected at major walkways. No cycles should be used on such path.
 - 3.3 **Pedestrian Road Crossings (Zebra Crossing):** Zebra Crossings are marked at different places to facilitate road crossing by Pedestrians. Pedestrians will be allowed to cross the road only at Zebra Crossing.
- 4.1 **Movement of vehicles on paths with pedestrian Movement:** Foot paths have been provided along all roads. In case there is no foot path alongside a road or due to some other requirement vehicular movement is to be allowed on a road/path/place along with pedestrian movement, special route will be planned, where deployed security staff will ensure proper movement of vehicles without causing inconvenience to the pedestrians This can be done for vehicles of Chancellor / Pro- Chancellor and the special dignitaries as approved by the Chancellor/Pro- Chancellor.

4.2 During University Events or otherwise, vehicles of VVIP's and other dignitaries can be allowed to use a pedestrian path through a special route, as earmarked by Security Staff and approved by Hon'ble Chancellor. During this period this route will be manned by SG's and the vehicle path will be identified by display of traffic cones with chains so that the safety of pedestrians is not jeopardized.

5. Movement of Heavy Vehicles: Movement of Heavy Vehicles will be regulated through Main Gate 1-A not over the bridge but via Block 3 and 8 road or through Western Gate. These vehicles will be escorted to its destination by minimum two security staff holding red flags with whistles and walking in front of the vehicle signaling clearance of passage for safety of Students and University Vehicles.

6. Parking Areas: Parking will be allowed at designated parking areas only. No vehicle will be allowed to park at a place other than designated parking, except in case of official vehicles of Hon'ble Chancellor and Worthy Pro- Chancellor or any other vehicle as allowed by them. Any Vehicle parked at other places will be impounded and penalty will be imposed as per rules.

6.1 VVIP and VIP Parking :

Ser No	Parking No	Location	Vehicle Type	Authorized To
1	P	In between Block – 29 & Block 30	04 Wheeler	Official Vehicles of Hon'ble Chancellor, Worthy Pro Chancellor and Vehicles of Visitor VVIP's

6.2 Reserved Parking :-

Ser No	Parking No	Location	Vehicle Type	Authorized To
1	P-3	Block 2 Auditorium VIP Entrance	04 Wheeler	Vehicles of VIPs and Visitors for a particular University Event to be parked outside SBRM Auditorium.
2	P-4	Block 3A Front	04 Wheeler	Ambulances Vehicles
3	P-11	Baldev Raj Mittal Unipolis	04 Wheeler	VVIP Parking

6.3 Designated Parkings:

Ser No	Parking No	Location	Vehicle Type	Authorized To
1	P-5	Block 3A rear	04 Wheeler	Official Vehicles of Respected Director General , Dean (LFAMS) and Duty Medical Officer.
2	P-6	Near Animal House	04 Wheeler	Vechile of CE and Arch office Staff and Contractor. Incoming route for these vehicles from Main Gate is over the Bridge , in front of Block 8-B and then to Block 8-A.
3	P-7	Block 6	04 Wheeler	Official Vehicles of Chief Engineer and Chief Architect and their visitors. Incoming route for these vehicles from Main Gate is over the Bridge , in front of Block 8-B and then to Block 8-A.
4	P10	Block 14	04 Wheeler	Official Vehicle of Executive Dean (LFBA)
5	P-16	In between Block 31 & 32	04 Wheeler	Official Vehicles of Worthy Vice- Chancellor , Pratham Mittal , Vaibhav Mittal , Aman Mittal , Lovi Raj Gupta and Dr. Hema Sharda.
6	-	Inbetween Block 25-26	04 Wheeler	Director General
7	P – 17	Along side Blocks 31 to 34 on Red Pavers	04 Wheeler	Mr. Amandeep Nagpal,Dr. Gaurav Sethi, Prof. Bhupinder Verma, Dr Ashwani Tiwari , Mr Narinder Garcha,Mr Ankur Aggarwal,Dr. Sunaina Ahuja,Mr. Gaurav Gupta,Mr. M.L. Sharma,Dr. Harpal Thethi,Mr. Navdeep Dhaliwal,,Mr Robin Sharma,Dr. Rajeev Sobti,Dr Puneet Sikand ,Mr Manish Gupta,Mr Vinay Anand, Dr Ramesh Chand Thakur, Ms Namita Kaur,Ms Soosan Chhabra,Mr Naveen Luthra
8	P-20A	Rear Side Block 42	02 Wheeler	For authorization vendors of food distributions only .
9	P-20B	Block -40	04 Wheeler	Personal Vehicles of Executive Deans,Deans & Official Vehicle of CSO , Fire Tender and Agriculture vehicles
10	P-22	Block 41 D	04 Wheeler	Personal Vehicles of Executive Deans,Deans and any other vehicles with special permission from Hon'ble Chancellor/Worthy Pro Chancellor

6.4 Day Parking's (07 am to 07 pm)

S. No	Parking No	Location	Vehicles Type	Entitlement
1	P - 1	Main Gate -1A	2/4 Wheeler	For Day Scholar Students with Academics in Blocks 1 to 14 University Official Vehicles E Rickshaw
2	P - 2	Eastern Gate	2/4 Wheeler	For Faculty and Staff members of Blocks 1,2 & 3 Campus Hospital Staff Vendors of Block 1 to 3 Visitor of Block 1 to 3 During events held in SBRM Auditorium.
3	P - 9	Block 8C	2/4 Wheeler	For Building No 6 to 8 Reversed Parking for 04 vehicles of Hotel visitors Student Parking from 05 am to 07 am & 05 pm to 10 pm for using GYM. Vendors of GH – 1 ,2 & 4
4	P - 13	Outside Western Gate	2/4 Wheeler	For Day Scholar Students with Academics in Blocks 15 to 38 and University Buses
5	P – 15A	Rear Side Block 20	2/4 Wheeler	For Building No 15 B to 21 Faculty / staff members coming and going from Jalandhar side. Certain Day Scholar Students vehicles for limited timings with RFID for Southern Gate Parking. Visitor & Vendors
6	P – 15B	Near Block 25	2/4 Wheeler	For Staff members and Vendor of Building No 25 to 28 and 38. For Visitors Certain Day Scholar Students vehicles for limited timings provided with RFID for Southern Gate parking.
7	P - 18	Block 30	2/4 Wheeler	For Staff members and Vendor of Building No 29 to 37. For Visitors Buses.
8	P - 19	Block 34 Kiosk area	2/4 Wheeler	For Vendors of Kiosks of that area.
9	P - 27	Southern Gate	2/4 Wheeler	For Faculty and Staff members & Day Scholars of Blocks 55-58.(All Day Scholar students can only take out their Vehicles after 11 AM.)

Note :- For over night Parking Any non residential Faculty or Staff member or Day Scholar Student , if they ever wish to leave behind their Two Wheeler or Four Wheeler for whatever reasons, at night in any of the LPU designated day Parkings , they will have to take written approval of the concerned Security officer of that sector.

6.5 Hostel Parking (24 Hrs)

S. No	Parking No	Location	Vehicle Type	Entitlement
1	P – 1	Main Gate 1-A	2/4 Wheeler	For University official vehicles
2	P-8	Outside GH- 1	2/4 Wheeler	For Parents/Guardians of Hostel Girls Students
3	P-12	Outside GH -3	2/4 Wheeler	For Parents/Guardians of Hostel Girls Students
4	P-14	Outside GH -5 & 6	2/4 Wheeler	For Parents/Guardians of Hostel Girls Students of GH- 5 & 6, Staff of IVY School & Creche Faculty / staff members for drooping children. Vendors of GH – 5 & 6
5	P-21	Scrap Yard	2/4 Wheeler	For Hostel students of BH – 8 & Building No 41 and 42. Vehicles of Staff and Students using Sports Complex. Maintenance Staff for BH -8 and Security Staff Sector – 3 Vendors of rear side Building no 41 to 43 and BH -8.
6	P-23	Block 41 -D	2 Wheeler	For Residential Staff and Faculty members of Block 41 C & D.
			4 Wheeler	First row of parking reserved for official Vehicles of Executive Deans , Personal Vehicles of Security Officials and Visitors of BH-1 & Block 41. Remainder parking area is for Residential Staff and Faculty members of Block 41 and students of BH–1 and Block 41 having Four Wheelers
7	P- 24	With in BH -1	2 Wheeler	For Hostel Students of BH-1, Vendors of BH – 1 and Kiosks behind BH-1 Warden staff of BH – 1 Maintenance Staff of BH – 1.
8	P-25	BH -7	2/4 Wheeler	For Warden Staff , Hostel Students , Mess and Laundry Staff/Workers and Laundry Vans BH – 1 Kiosk Vendors near Nursery.
9	P-26	Opposite BH -4	2/4 Wheeler	For Warden Staff , Hostel Students , Mess Staff ,Vendors and Visitors of BH-2,3 & 4
10	P-28	Rear side BH – 5 & 6	2/4 Wheeler	For Warden Staff , Hostel Students , Mess Staff ,Vendors and Visitor BH- 5 & 6.

Hostel Student : Vehicle Rules

1. Parking facility may be availed by resident students. Students interested in availing this facility need to get their vehicle(s) (2 wheeler and/ or 4 wheeler) registered by filling a RFID prescribed form, after paying the registration fee before they bring their vehicles to the University Campus.
2. Hostel students will be allotted RFID to their vehicles and these vehicles should not be driven by any other student.
3. The University bears no responsibility for the loss/ damage/ theft of the vehicle, its accessories and any other material of the vehicle.
4. All Parking's within Campus are at owners risk.
5. During University working hrs, no hostel student vehicle is permitted to be used.
6. Hostel students can use their vehicles in the evenings from 5 to 8 PM.
7. Hostel students can use their vehicles from 7 AM to 8 PM on University holidays, Saturdays and Sundays.
8. Hostel students can only leave Campus after 7 AM.
9. The maximum speed limit of all types of vehicles in University Campus will be 30 km/hr.
10. Open Jeeps and Four wheelers having dark / black glasses are not permitted to be used inside campus.
11. In case of 2 wheelers, the driver as well as the pillion rider, both needs to wear Helmet.
12. All heavy 02 wheelers specially Royal En field motor cycle, their silencer sound should be within permissible vehicle limits.
13. Tripling and other acts are forbidden.

6.6 Temporary Vehicle Parking: Temporary vehicles Parking Pass will be issued to students, faculty and staff members to allow them to park their vehicle for a limited period near their class rooms or place of work on special medical grounds or for any other specific reason by Main Security office.

6.7 Parking Timings : Parking of Vehicles in Hostel Parking, Apartment Parking and Central Store Parking will be allowed for 24 hours, but in all other Parking Areas it is allowed between 7:00 am to 7:00 pm. However, persons on duty after or before these hours will be allowed to park their vehicles. (But in no case overnight parking will be allowed) without the permission of concerned Security Officer.

6.8 Summary of Parking's :-

Ser No	Category	Total
1	VIP	1
2	Reserved	3
3	Designated	10
4	Day Parking	9
5	Hostel Parking	10
Total		33

7. Unloading/Loading Vehicle Parking Area: In order to facilitate Vendors to load/unload food stuff and allied materials close to the site of their Venture, following timings has been prescribed. These timings should be STRICTLY adhered to by all the Vendors and their suppliers. Any Vendor/Supplier, who does not conform to these timings or does not cooperate with Security Staff on movement of vehicles inside kiosk area or at unloading points can be fined as per rules. Their License can also be canceled for 6 months to 12 months. Exact location of these loading/unloading points and entitled parking places after loading/unloading for respective vendors has been indicated in maps attached at the end of this document. Detail of these is as follows :

7.1 VENDOR VEHICLE UNLOADING POINTS WITH TIMINGS (SECTOR -1)

ULP No	Type of Vendors	Location	Timings				Unloading Place	Parking after Unloading
1	Individual Shops	Eastern Gate Parking	06.00am to 08.00am	09.30am to 12.00pm	-	06.00pm to 10.00pm	Parking No 2	P-2
2	Campus Cafe	Block 2	06.00am to 08.00am	09.30am to 12.00pm	-	06.00pm to 10.00pm	Left and Right of Block 2	P-2
3	Cluster Kiosk Area	LIT	-	09.30am to 12.00pm	-	07.00pm to 10.00pm	In front of Shops	P-2
				-	12.00pm to 07.00pm	-		P-2
4	Individual Shops	Block 8B	06.00am to 08.00am	-	-	06.00pm to 10.00pm	In front of Main Gate 8B	P-2
		Block 8C	06.00am to 08.00am	09.30am to 12.00pm	-	06.00pm to 10.00pm	Parking No – 9	P-9
5	Departmental Stores, Shops and Laundrate inside Hostels	GH – 1	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Inside Turnstile Gate/Hostel Gate	P-9
6	Hostel Mess & Gas Supply	GH – 1	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate and Gas Banks	P-9
7	Hostel Mess & Gas Supply	GH - 4	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate and Gas Banks	P-9
8	Hostel Mess & Gas Supply	GH - 2	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate and Gas Banks	P-9

9	Departmental Stores, Shops and Laundrate inside Hostels	GH - 3	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Inside Turnstile Gate/Hostel Gate	P-16
10	Hostel Mess & Gas Supply	GH - 3	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate and Gas Banks	P-16
11	Individual Shops	Block 14	-	09.30am to 12.00pm		06.00pm to 10.00pm	Rear Block 14	P-16
12	Individual Shops	Block 18	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Infront Shop	P- 16
13	Kiosk Area	Block 20	-	09.30am to 12.00pm	-	06.00pm to 10.00pm	On Main Road from Block 18 to 20	P - 13
14					12.00pm to 06.00pm	-	Parking No – 13	P – 13
15	Departmental Store, Shops and Laundrate inside Hostels	GH – 5	06.00am to 08.00am	09.30am to 12.00pm	-	06.00pm to 10.00pm	Inside GH-5 & 6 Hostel Gate	P – 13
16	Hostel Messes & Gas Supply	GH - 6	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Mess Rear Gate through Sports Ground	P – 13
17	Hostel Messes & Gas Supply	GH – 5	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Near Gas Bank of GH-5	P – 13

- Please refer to Map attached.

7.2 VENDOR VEHICLE UNLOADING POINTS WITH TIMINGS (SECTOR -2)

ULP No	Type of Vendors	Location	Timings				Unloading Place	Parking after Unload ing
1	Unimall	Block 15A	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Near rear side of Uni Hotel ramp.	P-16
	Dominos Pizza		24 Hrs					
2	Uni Hotel	Block 15B	Open for all timings				Near ATM Passage to drop & pick Hotel Guest	P-16
4	Food Courts and Shops	Block 25 , 26	-	09.30am to 12.00pm	-	-	In Between Blocks 26 & 27	P – 16
5		Block 27 , 28 & 29	-	09.30am to 12.00pm	-	-	In Between Blocks 27 & 28	P – 16
6	ODL	Block 29	09.00am to 05.00pm				In front of Block 29	P – 16
7	Central Mail Cell	Block-30	09.00am to 05.00pm				In between Block 31 & 32	P – 16
8	Food Courts and Shops	Block 32, 33 & 34	-	09.30am to 12.00pm	-	-	In between Block 32 & 33	P – 19
9	Cluster Kiosk Area	Behind Block 34	-	09.30am to 12.00pm	-	06.00pm to 10.00pm	In front of Shops	P – 19
			-	-	12.00pm to 06.00pm	-	In Parking No- 19	P – 19
10	Construction vehicles	Behind Blocks 25 to 29 and	09:00 am	12:00 pm	02:00:00 PM	04:00 PM	Infront of respective Block	

11	Division of Facility vehicles	Blocks 32 to 34, and in front of Blocks 36 to 38	09:00 am	12:00 pm	02:00:00 PM	04:00 PM	Infront of respective Block	
12	Division of Examination vehicles		09:00 am	12:00 pm	02:00:00 PM	04:00 PM	Between Blocks 33-34	
13	Central Library books vehicles		09:00 am	12:00 pm	02:00:00 PM	04:00 PM	Infront of Central Library	

- Please refer to Map attached.

7.3 VENDOR VEHICLE UNLOADING POINTS WITH TIMINGS (SECTOR -3)

ULP No	Type of Vendors	Location	Timings				Unloading Place	Parking after Unloading
1	Cluster Kiosk Area and BH – 8 Mess , Sothern Mess	Behind Block 41	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Behind Block 41	P-21
2	Departmental Store, Shop	Block 41C	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Designated Parking Block 41D	P-21
3	Departmental Store, Shop and Laundrate inside Hostel	BH – 1	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Inside Turnstile Gate/Hostel Gate	P-24
4	Hostel Mess	BH – 1	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-24
5	Cluster Kiosk Area	Behind BH-1	-	09.30am to 12.00pm	-	10.00pm to 11.30pm	In front of Shops	P-24
6			06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Parking Behind BH-1	P-24
7	Hostel Mess	BH – 7	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-25

8	Departmental Store, Shop and Laundrate inside Hostel	BH – 2	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Inside Turnstile Gate/Hostel Gate	P-26
9	Hostel Mess	BH – 2	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-26
10	Departmental Store, Shop and Laundrate inside Hostel	BH – 3	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Inside Turnstile Gate/Hostel Gate	P-26
11	Hostel Mess	BH – 3	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-26
12	Departmental Store, Shop and Laundrate inside Hostel	BH – 4	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Inside Turnstile Gate/Hostel Gate	P-26
13	Hostel Mess	BH – 4	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-26
14	Cluster Kiosk Area	In front of BH- 2	-	09.30am to 12.00pm	03.00pm to 05.00pm	10.00pm to 11.30pm	In front of Shops	P-26
			-	12.00pm to 03.00pm	05.00pm to 10.00pm		In BH-4 Parking	P-26

Please refer to Map attached.

7.4 VENDOR VEHICLE UNLOADING POINTS WITH TIMINGS (SECTOR -4)

ULP No	Type of Vendors	Location	Timings				Unloading Place	Parking after Unloading
1	Hostel Messes	BH – 5	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-28
2	Departmental Store, Shop and Laundrate inside Hostel	BH – 5	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Inside Turnstile Hostel Gate	P-28
3	Departmental Store, Shop and Laundrate inside Hostel	BH – 6	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-28
4	Hostel Mess	BH – 6	06.00am to 08.00am	09.30am to 12.00pm	02.00pm to 04.00pm	06.00pm to 10.00pm	Nearest to Hostel Mess Gate	P-28
5	Individual Shops	Block 55 to 57	06.00am to 08.00am	-	05.00pm to 08.00pm	-	Between Block 55 to 57	P-28
6	Cluster Kiosk Area	Behind Block 57	06.00am to 08.00am	10.00am to 12.00pm	05.00pm to 08.00pm	-	In front of Shop	P-28
7			-	09.30am to 12.00pm	-	09.00pm to 11.30pm	Outside Kiosk Area	P-28

- **Please refer to Map attached.**

7.5 Summary of Unloading Points

Ser No	Category	Sector				Total
		1	2	3	4	
4	Unloading	17	13	13	7	50

7.6 In between following timings the Vehicles of Vendors and Suppliers will not be permitted to enter from Main Gate 1-A or any other Gate due to student and staff IN and OUT movement:-

7.6.1 Morning 08:15 AM to 09:15 AM

7.6.2 Evening 04:45 PM to 05:45 PM

7.7 Parking of Vehicles at unloading Points will be allowed for maximum of 20 minutes.

7.8 Maximum speed limit of vehicles in loading/unloading areas will be 15 km/hr.

7.9. No personal Vehicles of Mess Contractor and Vendors are allowed inside Hostel Gates.

7.10No vehicles will be permitted to move in Student movement areas around the kiosks

- 8. Frequent Stopping Halts of essential Vendors :-** Vehicles for ATM Recharging, Coca Cola Vending Machine recharging, Garbage disposal Vehicles, Milk and Bread Supply Vehicles, Post Van & Vehicle of Post Man or Representatives of agencies permitted to deliver university mail will be allowed to park at site near their working place for limited period, subject to maximum of 30 minutes.

9. The following Student and Staff Pedestrian crossing mentioned below :-

Sr.no	Sector	No of Crossing	Location
1	Sector 1	1	Near Nation Flag LIT
2		1	Infront of LIT
3		1	Kiosk area LIT
4		1	Near Cheif Arch Parking
5		1	LIT Back side
6		1	Near CP Post
7		2	CP to Hospital
8		1	GH- 5 Mess gate near crossing
9		2	GH -5 Parking in front
10		1	Near Law Gate to Block 20
11		2	infront of Block 18
12		1	GH – 3 Front
13		1	GH – 4 Front
14	Sector 2	2	Infront of Block 13
15		2	Infront of Block 14
16		1	In front of Block 28 near Shed
17		2	Near Block 25 area
18	Sector 3	2	Block 40 to Bridge gate
19		1	Near Skating zone
20		1	BH – 2 Kiosk area
21		1	Under shed BH – 2

10. The following Hexi cycle parking :-

Sr.no	Sector	Location
1	I	Main Gate 1-A Green Parking
2		Campus Cafe
3		GH 1 & 2
4		Clinic Parking
5		GH 5 & 6 Parking
6		GH – 5 near Gas bank
7	II	Block 15 B Backside
8		Block 30 Parking
9	III	BH – 1
10		BH – 7
11		BH – 2
12		BH – 2 Parking
13	IV	Southern gate parking

Chapter – 5

Boom Barriers

1. **Introduction:** To ensure the security and safety of the humane and physical resources of the university, it was essential to control the entry/exit of persons and vehicles in the campus. Such entry/exit is normally regulated by issuing Identity Cards and Gate Passes. All such record is maintained online or in Registers. Keeping in view the large number of vehicles daily coming in and going out of campus, there was a need to introduce a user friendly and automated system to regulate their entry/exit. For this purpose electronically operated Boom Barriers have been installed one at each lane at Main Gate -1A. Operation of these Boom Barriers is controlled by Radio Frequency Identification Device (RFID). The movement of vehicles crossing Boom Barriers is recorded with the help of CCTV Cameras. These Boom Barriers help in generating following reports :

- 1.1 Date and time of entry/exit of a vehicle
- 1.2 Frequency of an exit/entry of a vehicle
- 1.3 No. of vehicles crossing in or out through the Boom Barriers.

2. **Radio Frequency Identification Device (RFID):** This is a device that can be used to operate Boom Barriers to regulate the entry/exit of two/four wheelers. Following persons are entitled to use RFID for automatic entry/exit of their vehicles:

- 2.1 Employees of LPU coming to University on Two/Four Wheelers
- 2.2 Hostel and Day Scholar of LPU coming to University on Two/Four Wheelers
- 2.3 Registered Contractors/Vendors of LPU coming to University on Two/Four Wheelers

3. **Procedure to issue RFID:**

3.1 RFID will be issued to any of the above said persons, if he has applied online through the following pathway –

UMS Navigation >> Division of Security & Safety >>RFID >> RFID ONLINE Application Form

along with scanned copies of the following documents:

- 3.1.1 Soft copy of the Driving License
- 3.1.2 Soft copy of the Registration of Four / Two Wheeler
- 3.1.3 Soft copy of Vehicle Insurance
- 3.1.4 Fee Receipt, if applicable

3.2 RFID will be issued can be received from office of Division of Security & Safety (Room No. 307, Block 29)

4. **RFID Charges:** Fee to issue RFID will be charged at the rates prescribed by the competent authority from time to time. The existing rates are as per **Appendix – 5.1** on page 34.

5. **Entry of vehicles through Boom Barriers:** Specially programmed RFID Card reader has been installed on every Boom Barrier to regulate the Entry/Exit of vehicles in university campus. This Card Reader is synchronized with RFID / UID Card. Therefore, for easy entrance RFID should be properly displayed on the authorized vehicle as follows:

5.1 **Four Wheelers:** RFID will be pasted inside the windshield of the vehicle as shown in the **Appendix – 5.2** on page 41 .

6. Visitor Record on failure of Boom Barriers: All the vehicles entering/exiting through Main Gate A-1 will pass through Electronically Operated Boom Barriers controlled by a specific software.

6.1 Boom Barrier will automatically give way to the vehicles having properly installed RFID

6.2 In case of wrong installation of RFID or vehicles of Visitor Pass Holders, the Boom Barriers can be opened by the Security Staff using his own Boom Barrier Card after checking their authenticity of the Visitor Pass or RFID.

6.3 In case of failure of Boom Barriers due to some technical fault of any other reason, the visitor record is kept manually in a register by the Security Staff. This record will have similar information about the visitor, as is being mentioned in Visitor Pass. Later on this information is uploaded online.

6.4 Thus the Report regarding entry/exit of all the vehicles passing through Boom Barriers will be generated with the help of this software.

7. Division of IT Infrastructure will be responsible for installation , activation, deactivation , repair and maintenance of Boom Barriers , RFID Card readers and CCTV Cameras.

RFID CHARGES

1. RFID will be issued to a person, who will apply ONLINE along with requisite documents after parking fee at rates prescribed by the competent authority from time to time. The existing parking fees are as follows :

1.1 Staff and Faculty Members: No RFID payment charges will be taken from staff and Faculty members for first time issue of RFID. If a faculty/staff member requires additional RFID for Four Wheeler or in case of loss or damage of the original RFID, subsequent RFID can be issued by payment of Rs 250/- for Four Wheeler.

1.2 Students (Day Scholars & Hostlers) : For every Academic Session (from 1st August to 31st May), the annual parking fees including issue of RFID for parking vehicles in any of the entitled Parkings will be as follows :

1.3 Parking facility may be availed by Day Scholars as well as resident/ students.

1.4 Students interested in availing this facility need to get their vehicle(s) (2 wheeler and/ or 4 wheeler) registered by filling a prescribed form, after paying the registration fee before they bring their vehicles to the University Campus.

- 1.5 The details of Registration Fee for Parking and its administration for different type of vehicle is as per following details:-

Registration Fee for Parking and its administration for Academic Session

Student Category	Type of Vehicle	Rates (Rs) /Vehicle	
		First RFID	Second issue of RFID on Payment in case of loss/damage
Day Scholar	Two Wheeler	Rs 1000/-	Nil
	Four Wheeler	Rs 3000/-	Rs 250/-
Hostler	Two Wheeler	Rs 2000/-	Nil
	Four Wheeler	Rs 6000/-	Rs 250/-

1.6 Registered Contractors/ Vendors : All Contractor/Vendors desiring to take RFID for Four/Two wheeler will have to make payment of Rs. 250/- for Four wheeler and Rs. 150/- for Two wheelers

2. Parking Stickers: All Two/Four Wheelers having RFID Passes will be issued Parking Stickers. These Stickers will be displayed on the vehicles to facilitate authorization of category wise parking as per following table:

S. No.	Post/Designation	Category	Color of Sticker
1	Chairman, Vice- Chairman, Chancellor, Pro-Chancellor, Vice- Chancellor, Director General	Z	Red
2	Executive Dean , Sr Dean, Sr. Director, Dean, Director, Registrar, Chief Engineer, Chief Architect ,	A+	Yellow
3	Additional Dean, Associate Dean, Deputy Dean, Deputy Director, Assistant Dean, Asst Director, Associate Professor & Associate Dean / Director / Dy Dean , Professor & Dy. Dean, Professor & Additional Dean , Asst. Professor & Dy Dean, Asst. Professor & Asst Dean	A	Green
4	All Faculty Members (Two/Four Wheelers)	F	White
5	All Staff members (Two/Four Wheelers)	B	Purple
6	Day Scholar Students (Two/Four Wheelers)	S	Blue
7	Hostel Students (Two/Four Wheelers)	H	Pink
8	Vendors & Contractors (Two/Four Wheelers)	V	Grey
9	Special Parking Pass (Two /Four Wheelers)	BQ	Purple

2.1 If an individual is getting elevated to higher designation, his/her category for parking car parking will be revised.

2.2 Displaying of Parking Stickers : Respective Parking Stickers will be pasted on Vehicles

as follows :

2.2.1 Four Wheelers: On the left hand side of the front screen as shown in Appendix–4.1 on page 41.

2.2.2 Two Wheelers: On the front mud guard as shown in Appendix–4.2 on page 42

2.3 No Parking Stickers will be issued to the following vehicles :

2.3.1 Fire Tender

2.3.2 Security Vehicles

2.3.3 Ambulances

3. Emergency Parking : As and when an emergency of any of the following type occurs within the University , all responsible and earmarked to handle such emergencies are expected to give an instant response by reaching the locations at the earliest and are permitted to park their vehicles in the near vicinity of the emergency without any approval till the emergency work is over.

S. No.	Entitlement	Parameter
1	Vehicles of Chancellor , Pro Chancellor & VVIP's Visitors	
2	Fire Tender	Fire
3	Ambulance	Acute Sickness, Fatal Accidents
4	Vehicles of Electrician	Electrical Short circuit, Electrical Shock , Substations Generator
5	Security Vehicles	Mob Violence, Riots, Serious Indiscipline

4. General/Routine Maintenance/Visits/Inspection work should not be counted as emergency and in case any one has taken Special approval in writing of Hon'ble Chancellor/Worthy Pro Chancellor , the same will be issued BQ Pass and the pass holder will be entitled to park his vehicle in the nearest Unloading Point area and not on the site itself.

5. **Parking Signage:** To indicate location of various Parking Slots Parking Signage's will be installed near each Parking. A sample signage has been shown in **Appendix – 4.3** on page 43.

6. Important information

6.1 The University bears no responsibility for the loss/ damage/ theft of the vehicle, accessories and any material in the vehicle.

6.2 Only those vehicles will be allowed in the university, those are having all the documents required as per Motor Vehicle act.

6.3 The parking place (unpaved parking) will be at some distance from the allotted residential accommodation and/ or academic block.

6.4 Any non residential Faculty or Staff member or Day Scholar Student , if they ever wish to leave behind their Two Wheeler or Four Wheeler for whatever reasons, at night in one of the LPU designated day Parkings , they will have to take written approval of the concerned Security Officer(SO) of that Security Sector, otherwise, the vehicle will be sealed for Security reason and will only be released thereafter , taking due necessary disciplinary action against the defaulter on orders of worthy Pro Chancellor

6.5 Every day in the morning from 08.40AM to 09.00AM , all roads within the University will be declared as one way for the incoming traffic. Anyone desirous of leaving the University. During this period outgoing vehicles will be halted in front of GH-1.

6.7 At all time, the speed limit, as specified by the University, needs to be followed in letter and spirit

6.8 In case of 2 wheelers, the driver as well as the pillion rider needs to wear the helmet.

Tripling and other acts forbidden under Motor Vehicles Act, 1988 and/ or other relevant laws and regulations in force are not allowed.

6.9 All vehicles brought inside the University Campus should have Insurance paper, RC, Driving License, Pollution Certificate and other relevant documents as required / prescribed under Motor Vehicles Act, 1988 and other relevant laws and regulations in force..

LOVLEY PROFESSIONAL UNIVERSITY

ONLINE SPONSORED VISITOR PASS



EMAIL



SMS



RECEPTION CENTER PASS

<u>Lovely Professional University</u>	
<u>Visitor Pass</u>	
	
Sr No	: A124
Date	: 22-Feb-14
Name of Visitor	: Mr Bikeshwar Gupta
Address	: Athauli
Phone	: NA
Vehicle Type	: 2 Wheelers
Vehicle No	: PB 09 BK 2553
Block/Person to be Visited	: 15220 , Balwinder Singh 8146584747 , Division of Security & Safety
Entry Time	: 7:16 AM
Signature of the person visited	
::NOTE::	
1.Visitor to exit the campus from Main Gate 1-A	
2.Visitor should deposit the pass at Main Gate 1-A after obtaining the signature of the person visited	
3.Not to visit any other place	

**IMPORTANT MOBILE / LANDLINE NO'S OF
SECURITY AND FIRE OFFICIALS**

Chief Security Officer	Mobile No	97800-05945
	Land Line	01824444095
Senior Security officer Sector – 1 & 2	Mobile No	98766-44331
	Land Line	01824444365
Senior Security officer Sector – 3 & 4	Mobile No	98784-26874
	Land Line	01824444545
Fire Officer	Mobile No	97800-36402
	Land Line	0182444201
Fire Tender	Mobile No	75081-83870



Place to Fix the RFID Pass on the Left side(Opposite Driver Side)



Place to FIX RFID Pass always in the middle of Windshield Left side
(Opposite Driver side)

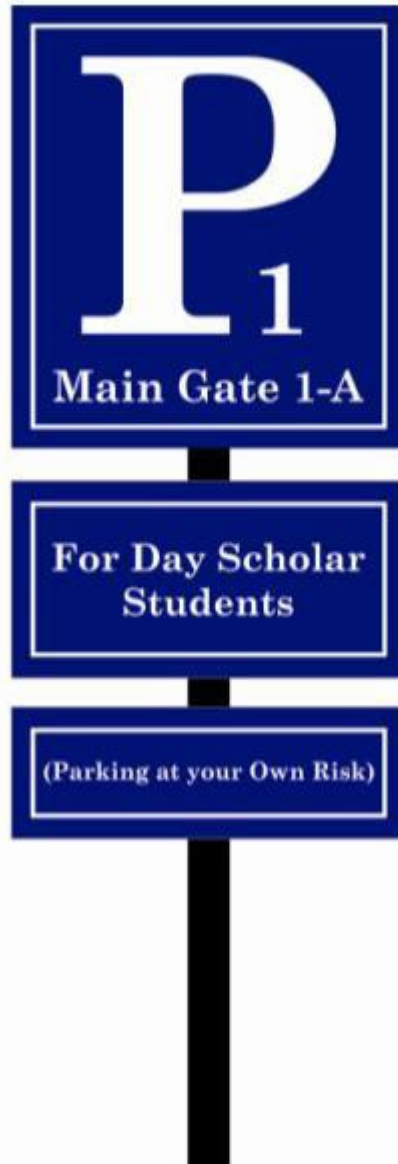
DISPLAY OF PARKING STICKER FOR FOUR WHEELER



DISPLAY OF PARKING STICKER FOR TWO WHEELER



SAMPLE OF PARKING SIGNAGE



SECTOR 1

PRODUCED BY AN AUTODESK EDUCATIONAL PRODUCT

