

Parking Permits and Violations

Atmiya College is a well established college with large number of students and staff. The college has a health and safety department that coordinates issuing parking permits to college staff (admin/academic) and students, enforces the zero smoking policy while on campus, and handles general health and safety issues that occurs on the campus. The department handles these operations manually with some use of excel spreadsheets but find it extremely difficult to coordinate their operations.

The department is looking at developing a computing solution that helps them to better coordinate their work. The following are their requirements:

Parking permits are issued to college personnel (staff, student) and visitors. College personnel can get a parking permit for yearly basis or monthly basis. Atmiya College also receives large number of visitors to their various academic departments as well as general buildings. The requests for such permits come from a department or general building. A permit request form contains vehicle type(two wheelers, four wheelers, other), person name, department making the request, permit duration (yearly, monthly, daily, hourly), permit start date, permit end date. The department issues a permit that includes a permit number together with all the details that are included in the permit request form. The permit owner is required to affix the permit to the vehicle windshield in the lower corner on the driver side in case of four wheelers. In the case of two wheelers, the permit owner is required to affix the permit in the front of the vehicle. With each permit issued, the vehicle owner receives information that describes the college parking rules and fines for parking violations.

The department employs people who patrol the entire campus enforcing the parking rules and other health and safety regulations. The patrol force issues citations for such violations. Each citation includes the citation number, the date and time of the violation, violation type (parking, smoking, other), and description of the violation. For vehicles with parking permit, the citation includes the permit number, and the vehicle license number, vehicle type. For vehicles without parking permit, the citation includes the vehicle license number, vehicle type. The citation for smoking violation includes the violator name, department the violator belongs to, violator supervisor, date, time, and place in the campus.

The department also levies the fines for each violation, and requires tracking the payments. A payment must be received within a week or further processing in terms of late payment, no payment etc. applies.

The college personnel also report to the health and safety department on various health and safety issues. Such issues are recorded with date, time, person name, department, and description of the issue. When an issue is resolved the department records the date/time when the issue was resolved, and description of the actions taken to resolve the issue.