



Viswajyothi College of Engineering and Technology

Vazhakkulam

Ref: VJCET/PL2020/10

Date: 28.12.2020

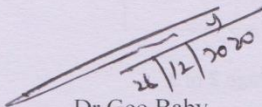
1. INSTITUTIONAL PLAN

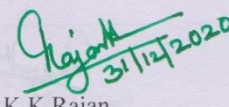
1.1 Introduction

Contact classes for B tech S7 students will be commencing on 04.01.2021 and MBA T5 from 11th January 2021. Around 500 students will be coming to campus from 04.1.2021. Class timings will be from 08.50am to 04.15 pm. Boys hostel and ladies hostel will be opened and functioning. Students and faculty members are requested to strictly follow all precautions, protocols directions, instructions, guidelines and orders issued by the Central and State Government concerned and KTU regarding safety and health in view of COVID-19. The institutions is ready with a plan for handling the inflow of students, faculty members and staff members in the campus, monitoring and disinfecting measures, safety and health conditions, screening and detecting the infected persons, containment measures to prevent the spread of the virus in the campus, and also alternative plan(s), in case the campus needs to be closed again due to spread of the virus in campus or in the surrounding area(s) in near future. Following are the institutional plan formulated for VJCET to address COVID 19 scenario.

1.2 General Guidelines

- 1.2.1 Thermal scanning of students, faculty staff and visitors, wearing of face covers/ mask, sanitizing of hands etc. are ensured at all entry points.
- 1.2.2 It is made mandatory for the Teachers, Officers, Staff and Students to wear the ID cards and mask
- 1.2.3 The faculty, students and staff members are screened regularly to protect and avoid infecting one another
- 1.2.4 The institutions ensure appropriate sanitization and disinfection process and procedures
- 1.2.5 The details of COVID-19 cell established by the institution are prominently displayed which contains emergency number, helpline number, email id and contact details of persons to be contacted in case of any emergency in the institution


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Covid Cell- Member


31/12/2020
Dr K K Rajan
Principal



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1.3 Academic Plans

- 1.3.1 College timings shall be from 8.50am to 4.15pm. VJCET will be functioning in single shift. The focus of the classes shall be laboratory sessions and other critical areas that cannot be covered by online sessions.
- 1.3.2 Saturdays except second Saturday shall be working days
- 1.3.3 A plan for laboratory/ practical classes, project, discussions of core theory subjects online revision and discussion are in place. Time table for laboratory classes and online classes are prepared and approved.
- 1.3.4 Areas earmarked for students belonging to various departments are identified and listed.

Sl. No.	Departments	Building/ room/ Floor
2.	CE Department	D406, D408, D407, CAD Lab, EE Lab, TE Lab, Survey Lab, Civil Workshop, GT Lab, MT Lab1 & 2
3.	CSE Department	C323, C324, D401A, D401B, CCCLab D402, Toilets: C321, C221, D405, D307
4.	ECE Department	C-214, C-215, Communication Lab 1, Communication Lab 2, Toilets: C208, B301
5.	Electrical Engineering Department	C104, C105, B303, Measurement Lab
6.	Mechanical Engineering Department	D420, D421, Heat Transfer Lab, Mechanical Engineering Lab, CAD Lab, Heat Engine Lab

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	IT Department	B112(R&D)B113(R&D)Programming Lab(A Block) DBMS Lab(B Block)
8.	MBA Department	D Block ground, Dean's Office and Department office, Gallory Class first floor, Seminar hall, Staff Room, Dpt. Library
9.	Department of Placement	Placement office, Toilets C113, C114

1.4. Transportation and Movements

- 1.4.1 College buses will be entering and leaving the campus through eastern side gates. All other transports and pedestrians should enter the campus through western side gate (Main entrance).
- 1.4.2 The entry of the visitors are restricted and conditions of the entry for visitors are strictly laid down and displayed on the entry point
- 1.4.3 Proper sanitization of buses, other transport and official vehicles of the institution are done

1.5 Medical

- 1.5.1 Tie-ups are established with Government hospital Muvattupuzha and regional health authorities
- 1.5.2 All preventive measures, preparedness and necessary support system to deal with the COVID -19 positive cases will be monitored and reported to local health authorities on a day to day basis.
- 1.5.3 Proper sanitization at all learning sites should be ensured. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, chairs, benches, washroom fixtures, etc.) are

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made mandatory in all class rooms, laboratories, (and also) lockers, parking areas, other common areas etc. before the beginning of classes and at the end of the day.

1.5.4 Teaching aids, computers, laptops and printers, are regularly disinfected with 70% alcohol swipe.

1.5.5 Sitting places in classes, laboratories, computer labs, libraries etc. are clearly marked, keeping in view the norms of physical distancing

1.5.6 Regular and sufficient supply of face covers/ masks, heavy duty gloves disinfecting material, sanitizer, soaps etc. to sanitation workers are ensured.

1.6 General Amenities

1.6.1 Multi-gym and sports facilities may be used following social distancing.

1.6.2 Auditoriums, Seminar halls, Chapel, canteen and conference halls may be used restricting the number of people and following social distancing

1.6.3 Guidelines are displayed in all prominent spots of the campus

Annexure

Covid Cell reconstituted on 20th June 2020

Chairman: Dr K K Rajan, Principal, VJCET

Members

1. Somy P Mathew (Convener)
2. Dr Cyriac Joseph
3. Anishin C Raj
4. Amel Austine
5. Anju Susan George
6. Smitha Cyriac
7. Dr B. Aruna
8. Shine George
9. Dr Geo Baby
10. Viji George
11. C Mawin (Placement)
12. Jomu M George (Exam Cell)

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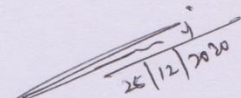
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13. Aneesh Kurian(NSS)
14. Sunny Jacob(AO)
15. Sijumon Francis(PRO)


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Principal