

SIES (NERUL) COLLEGE OF ARTS, SCIENCE & COMMERCE
NERUL, NAVI MUMBAI

STANDARD OPERATING PROCEDURE FOR COVID APPROPRIATE BEHAVIOUR IN COLLEGES

ALL ARE REQUIRED TO STRICTLY FOLLOW THE
BELOW MENTIONED PROTOCOLS:

FOR STUDENTS:

1. Crowding should be avoided at entry/ exit points.
2. Face masks/covers to be made mandatory for all the personnel, including students and staff at all times while on the campus.
3. Only asymptomatic staff/students/visitors shall be allowed entry.
4. All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions, to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the public.
5. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty.
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.



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S.I.E.S. (NERUL) COLLEGE OF
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Sri Chandrasekarendra Saraswathy
Vidyapuram, Plot No. 1-C, Sector-V,
Nerul, Navi Mumbai - 400 708.

7. Avoid touching any surfaces unnecessarily.
8. Spitting is strictly prohibited and will be accounted as an offence.
9. **All officers and staff / visitors /students to be allowed entry only with face cover/masks. The face cover/mask has to be worn at all times inside the office premises.**
10. All officers and staff / visitors /students should be encouraged to install Arogya Setu App on their mobile phones.
11. Vaccination certificates of all the staff, faculty, students, and other associated personnel should be submitted to the Principal's office for record keeping.
12. **Any shops, stalls, cafeteria/canteen etc., outside and within the campus premises shall remain closed.**
13. Social distancing to be maintained in common places as well as classrooms.
14. Students to be seated, while leaving alternate benches vacant. If needed, batches for imparting lectures/instructions may be created (without increasing the number of divisions).
15. All research and post-graduate students in science and technology programs may be allowed to join as they are usually lesser in numbers.
16. **Extra-curricular activities such as sports may be allowed where physical distancing is feasible. Contact sports should be avoided. Swimming pool, wherever applicable shall remain closed.**
17. **Cultural activities should be avoided.**

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