

SARS-CoV-2 Safety Measures and  
Disinfection Guidelines for  
**COVID19-Safe Campus**



Sri Aurobindo  
Institute of Technology

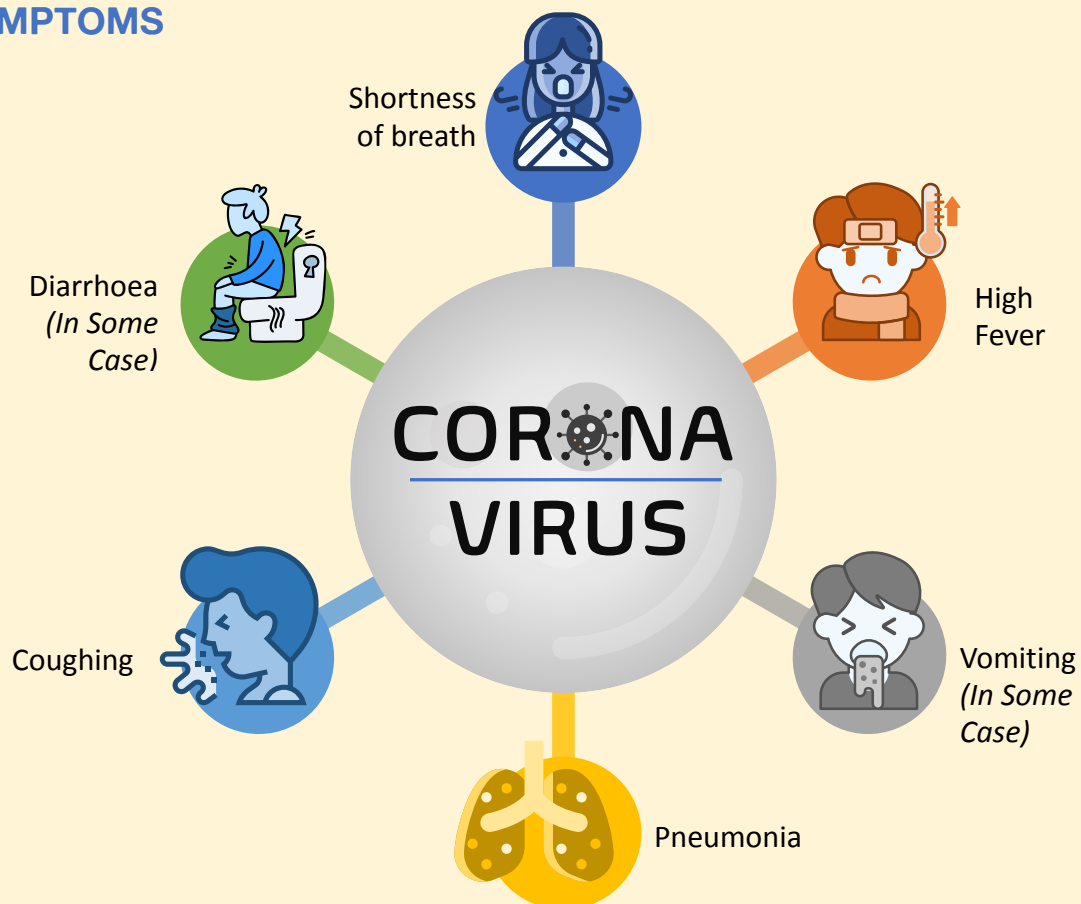
[www.sait.ac.in](http://www.sait.ac.in)

# COVID19/ SARS-CoV-2/ Novel Coronavirus

## CAUSE

- **Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2)**, previously known as 2019 novel coronavirus (2019-nCoV or COVID19 19), is causing a pandemic of coronavirus disease 2019. SARS-CoV-2 is highly contagious in humans, which has rapidly caused an unprecedented pandemic, with a large number of fatalities worldwide.
- The virus is primarily spread between people during close contact, most often via small droplets produced by coughing, sneezing, and talking. The droplets usually fall to the ground or onto surfaces rather than travelling through air over long distances. Though the virus survives on environmental surfaces for varied period of time, it gets easily inactivated by chemical disinfectants.

## SYMPTOMS



# Safety Measures for COVID19-Safe Campus



## INSTITUTE CAMPUS:

Isolated Campus with direct entry and exit

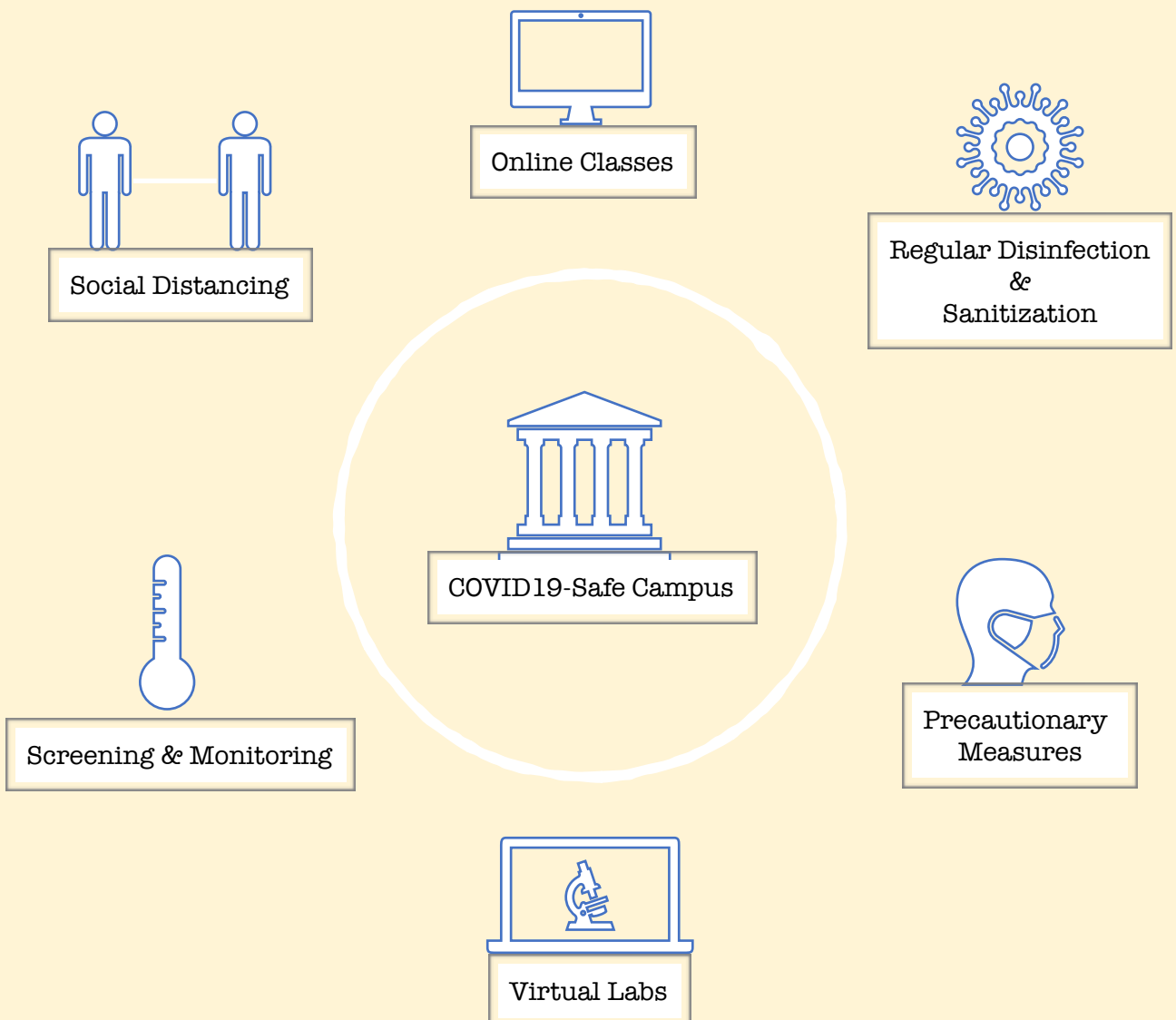
Strict entry and exit protocol with extensive monitoring

COVID19-Safe Island Concept with no outside contact except for students and faculty

# Safety Measures for COVID19-Safe Campus

**SRI AUROBINDO INSTITUTE OF TECHNOLOGY** has put in place, a detailed plan that will be followed on commencement of classes.

The plan has been made by experts who have ensured that we defeat COVID19 on campus and yet continue with effective learning and uninterrupted delivery of teaching.

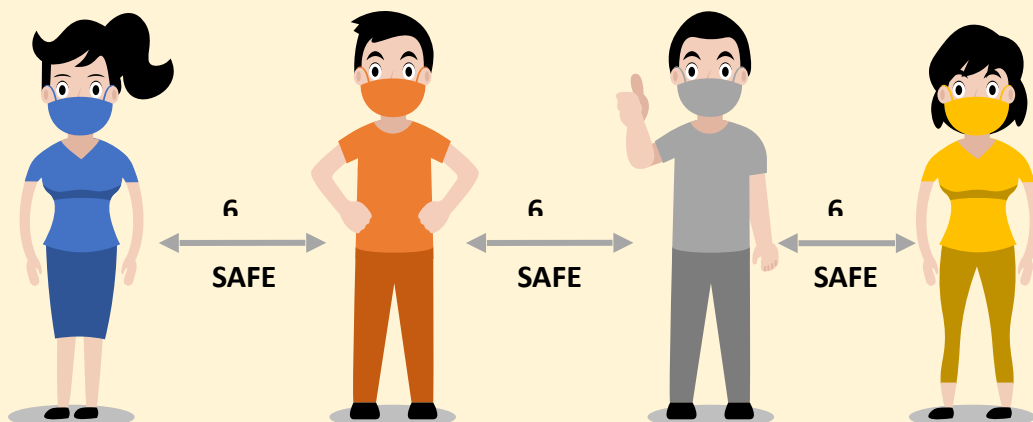


# Social Distancing Measures for COVID19-Safe Campus

## SOCIAL DISTANCING:

Detailed social distancing guidelines laid out for all activities carried out, like commuting to college, conducting laboratories/ classes and working in office:

- To ensure distance of 2 metre at all crowded areas like Entry Gate, Department Entry, Canteen etc.
- To ensure attendance of not more than 30% of capacity at any given point of time
- To maintain **Social Distancing**:
  - At Main Gate, marking (circle) is done where each employee will stand before entry
  - Office: Limited employees come to office as per a roster in compliance with 30% attendance guideline. Rest of the days employees work from home
  - At Canteen:
    - ▶ Service area is marked with circle for guiding employees to maintain minimum one meter distance
    - ▶ Alternative seating arrangement while having food to ensure no face to face sitting. Vacant seats marked with red tape
    - ▶ Mandatory Social Distancing and Hygiene Guideline for all f&b preparations in canteen

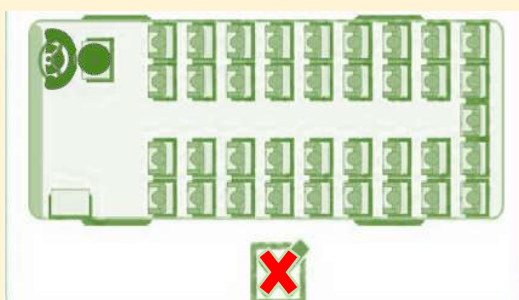


# Social Distancing Measures for COVID19-Safe Campus



## College Bus

BEFORE

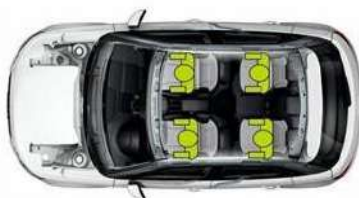


NOW



## Personal Car

BEFORE



NOW

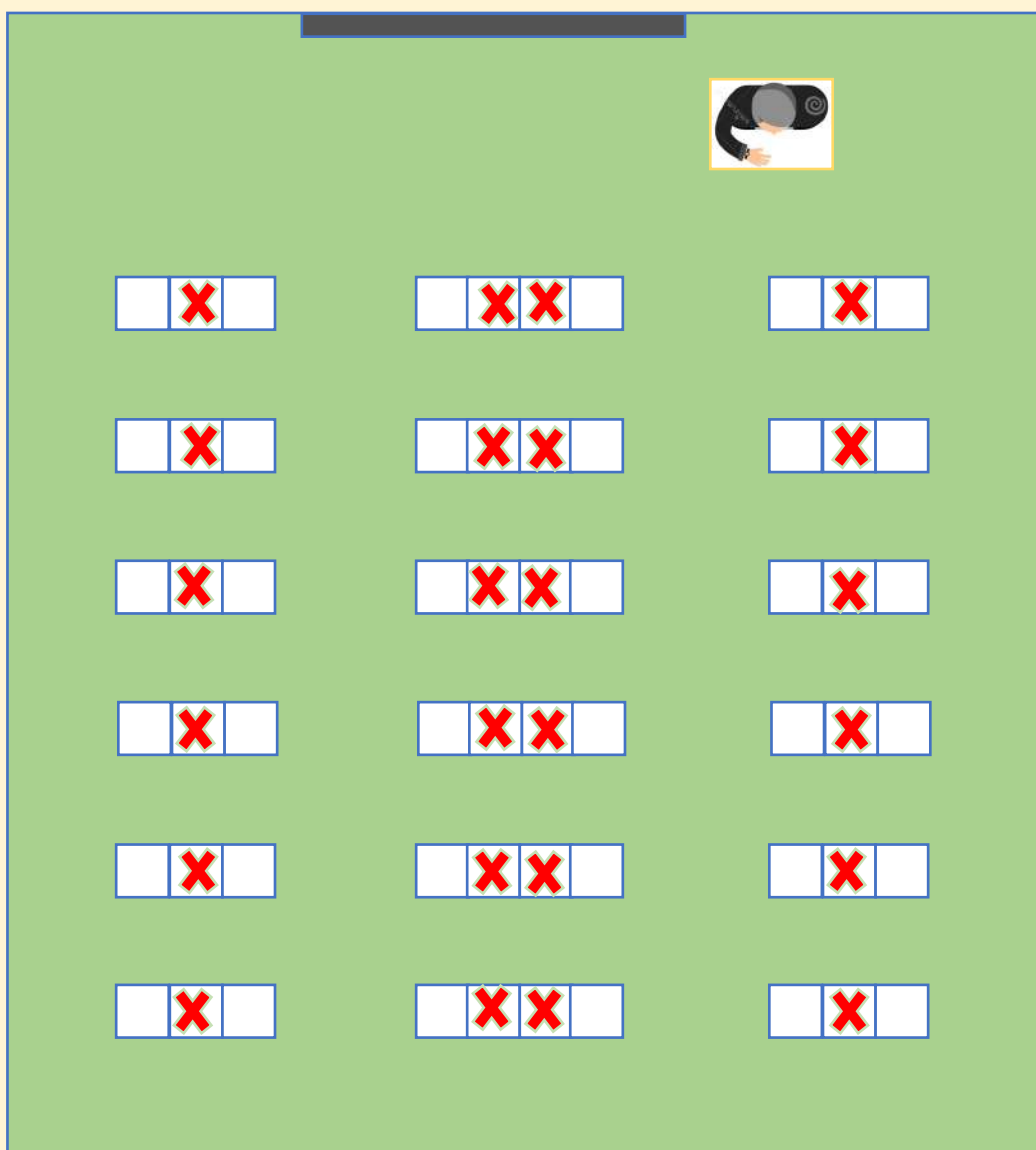


- Use of own conveyance is highly recommended
- Avoid car-pooling, if necessary then not more than two people
- Public Transport are not allowed

# Social Distancing Measures for COVID19-Safe Campus



## Classrooms



# Social Distancing Measures for COVID19-Safe Campus

## GUIDELINES FOR EMPLOYEES AND STUDENTS



1

Avoid in-person meetings. Use online conferencing, email or phone when possible, even when people are in the same building.



2

Unavoidable in-person meetings should be short, in a large meeting room where people can sit at least three feet from each other; avoid shaking hands.



3

Eliminate unnecessary travel and cancel or postpone nonessential meetings, gatherings, workshops and training sessions.



4

Do not congregate in work rooms, pantries, copier rooms or other areas where people socialize. Always maintain 6 feet distance



5

Bring lunch and eat at your desk or away from others (avoid lunchrooms and crowded restaurants).



6

Avoid public transportation or go early or late to avoid rush-hour crowding on public transportation.



7

Limit recreational or other leisure classes, meetings, activities, etc., where close contact with others is likely.



# In-campus Screening & Monitoring

## SCREENING

- Mandatory Thermal Screening for all students and staff
- College bus user to be screened before boarding
- Periodic monitoring of blood oxygen levels of students & staff
- Daily monitoring of blood oxygen levels of Bus Drivers, conductors and all Security personnel.

## MONITORING:

- Mandatory for all employees and students to use Aarogya Setu App



Thermal screening for all students and staff



# Disinfection & Sanitization Measures for COVID19-Safe Campus

## DISINFECTION AND SANITIZATION:

- Disinfection and sanitisation of all rooms by sanitiser gun
- Students and staff will sanitize their hands at entrance
- Students and staff will be advised to sanitize their hands at regular intervals
- Sanitizer is provided on each work station and in each class room
- Sanitizer is installed at every entry.

**VIRUS  
DISINFECTION**



# Disinfecton & Sanitization Measures for COVID19-Safe Campus

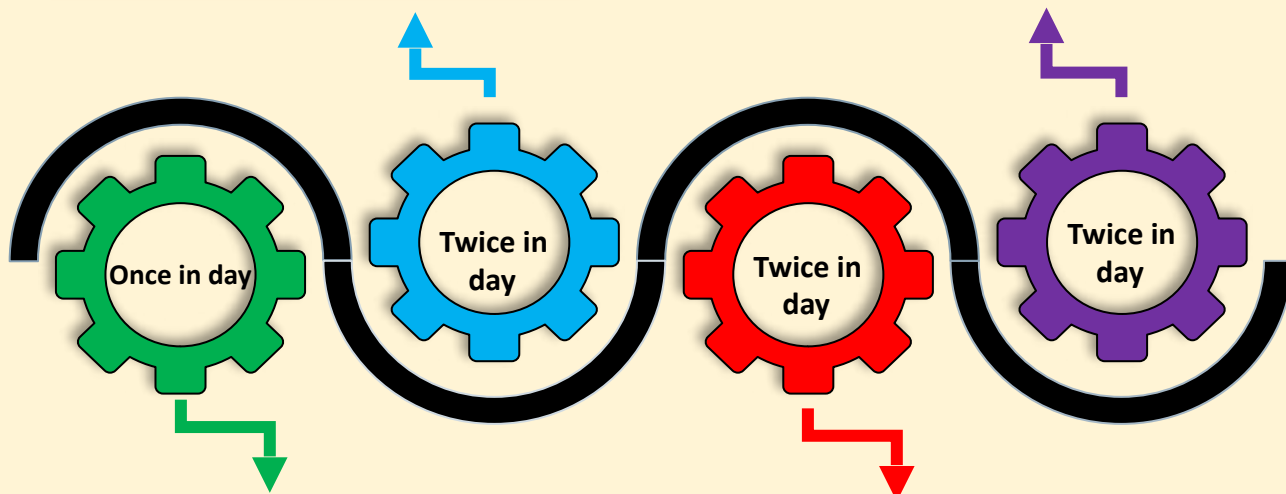
## CLEANING PROTOCOLS FOR INDOOR AREA INCLUDING CLASS AND OFFICE SPACE

High contact surfaces such as handrails / handles, public counters/meeting tables, intercom, telephone, printers/scanners, and other office machines

**1% Sodium Hypochlorite**

All the cleaning equipment used by the concerned person for defined purposed should be sanitize according to guidelines only

**1% Sodium Hypochlorite**



**1% Sodium Hypochlorite**

All indoor areas such as entrance lobbies, corridors and staircases, class rooms, security guard area, office rooms, meeting rooms, canteen

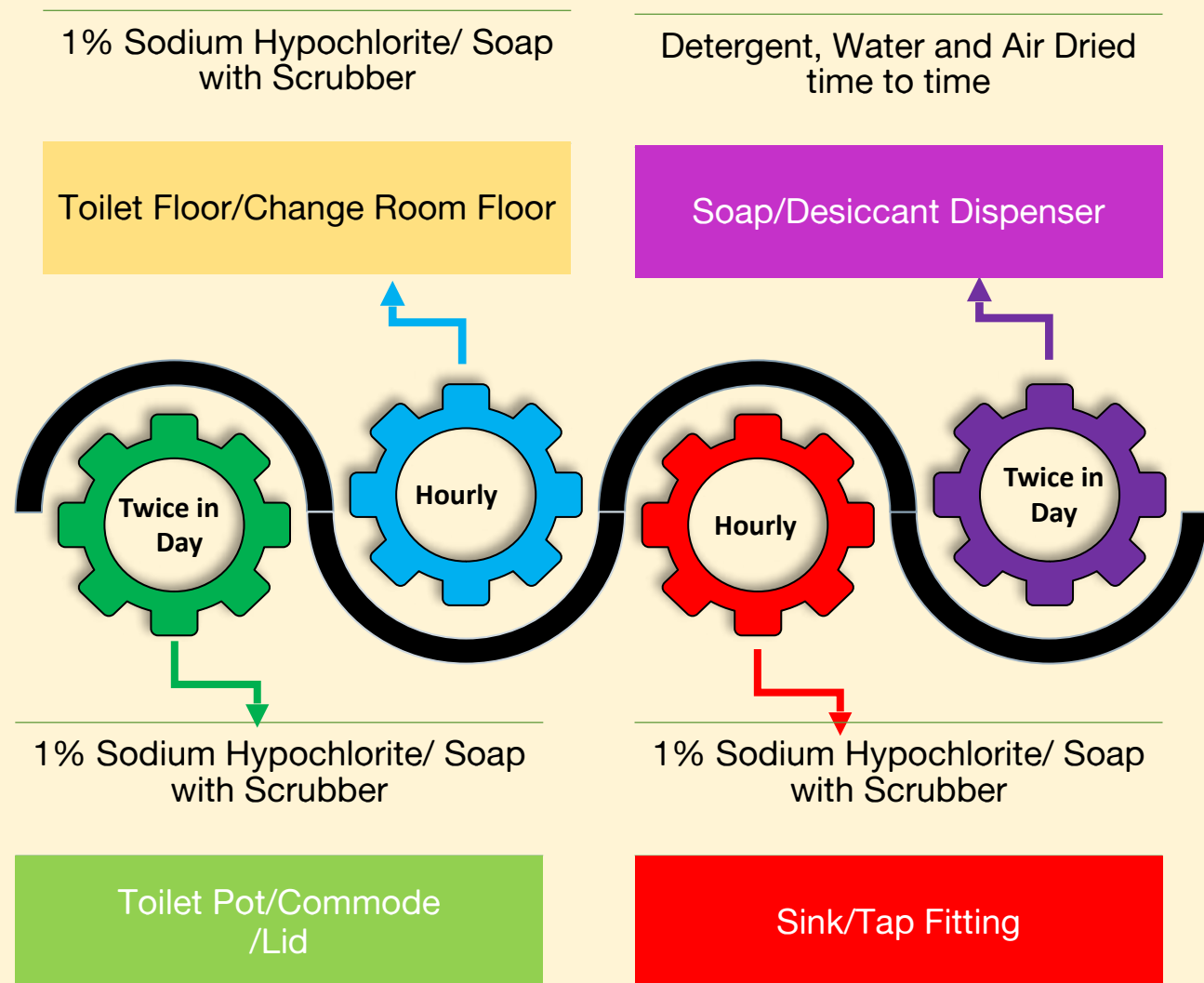
**70 % Ethyl Alcohol**

All the metallic surfaces like door handles, security locks, keys, etc. in each departments classroom and entire campus should be Sanitized as per above solution.

In additional, all students and staff should consider cleaning the work area with a disinfectant wipe prior to use

# Disinfecton & Sanitization Measures for COVID19-Safe Campus

## TOILET AREA CLEANING PROTOCOLS :



- Freshly prepared 1% sodium hypochlorite is used.
- Sanitary workers use separate set of cleaning equipment for toilets (mops, nylon scrubber) and separate set for sink, tap, etc). They always wear disposable protective gloves while cleaning a toilet.

# Precautionary Measures for COVID19-Safe Campus

## PREVENTION AND AWARENESS



Faculty, Staff and Students to wear Face Mask compulsorily

All Security, Screening and Monitoring personnel to also wear Face Visors for additional protection



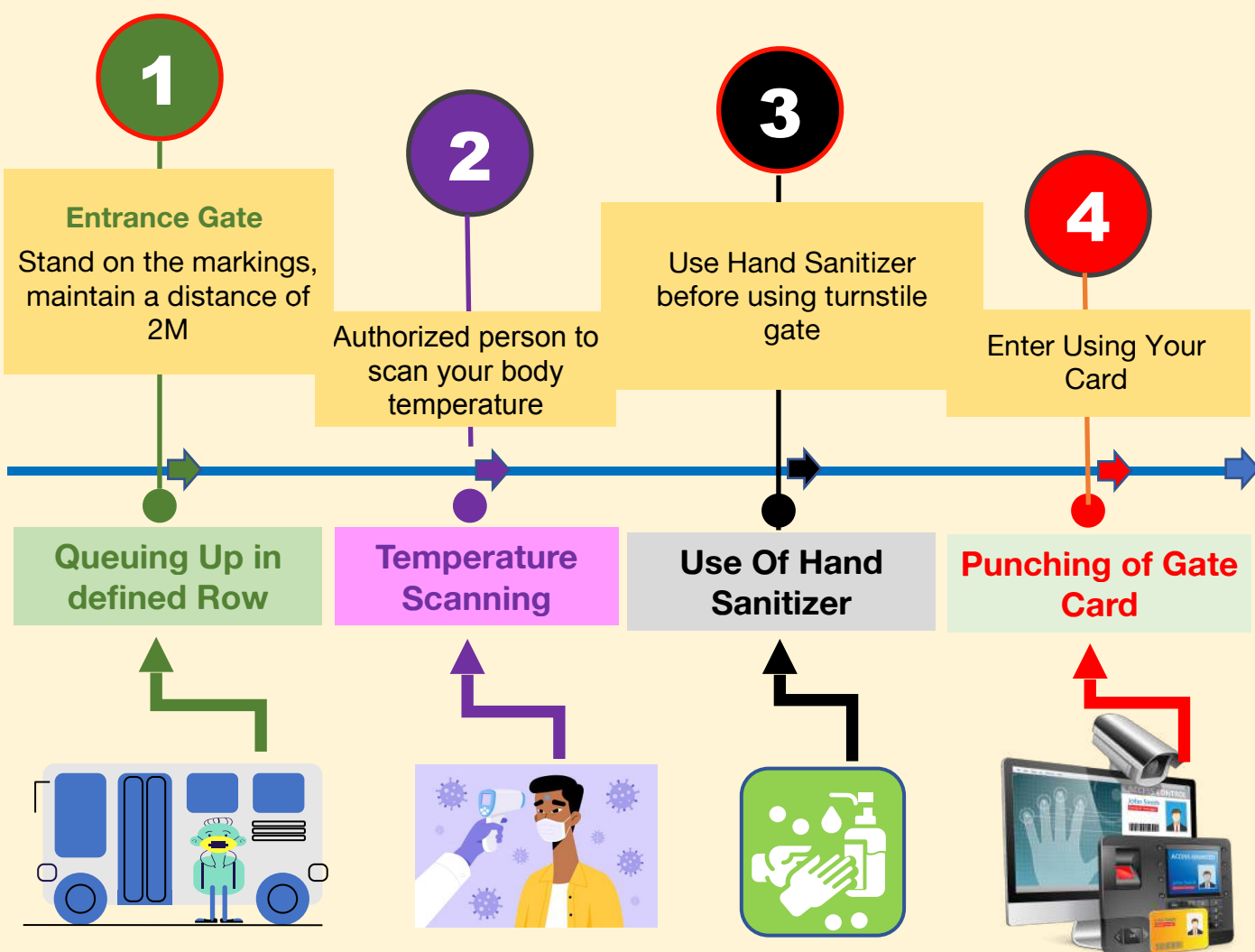
Biometric attendance and all contact points to be disabled

Very strict Entry-Exit protocol



# Precautionary Measures for COVID19-Safe Campus

## ENTRY LEVEL CHECK FOR STAFF AND STUDENTS



If temperature is higher than above limit (Temperature  $>99^{\circ}$  F) then proceed for self-quarantine and immediate doctor consultation

# Precautionary Measures for COVID19-Safe Campus

STAFF AND STUDENTS TO FOLLOW THE FOLLOWING INSTRUCTION

**Before Leaving For College**



Monitor health



Wear mask and carry spare mask



Always carry small sanitizer bottle, wipes, handkerchief and paper soap



**After Reaching Home**



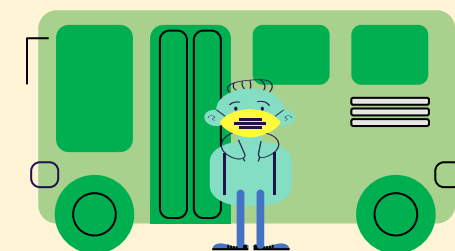
Ask door to be kept open, don't touch door



Sanitize your hands and belongings




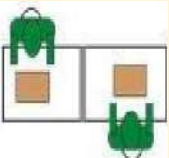




Take proper bath and give clothes for laundry



# Precautionary Measures for COVID19-Safe Campus

## GUIDELINES FOR MOBILITY/ ROAMING IN COLLEGE

	<b>WALKWAYS</b>	Do not walk in groups & maintain Social Distancing of 2 meters. Security & Safety Volunteers to point out crowding
	<b>ATTENDANCE PUNCHING</b>	Biometric has been disabled - Use cards without contact. Follow markings while in the queue
	<b>BREAKS</b>	Serving to be done by single Volunteer / Pantry Staff. Employees coming to Canteen to follow distancing norms. Deferred breaks to avoid overcrowding
	<b>LAB WORKING</b>	Adequate distance to ensure social distancing and 100% adherence to safety norms
	<b>OFFICE WORKING</b>	Follow new seating plan with social distancing. Use digital medium phones for interaction in place of physical mediums.
	<b>USING WASHROOM</b>	Distancing norms while using restrooms. Clean Taps before & after use. No spitting in the urinals and washroom



# Precautionary Measures for COVID19-Safe Campus

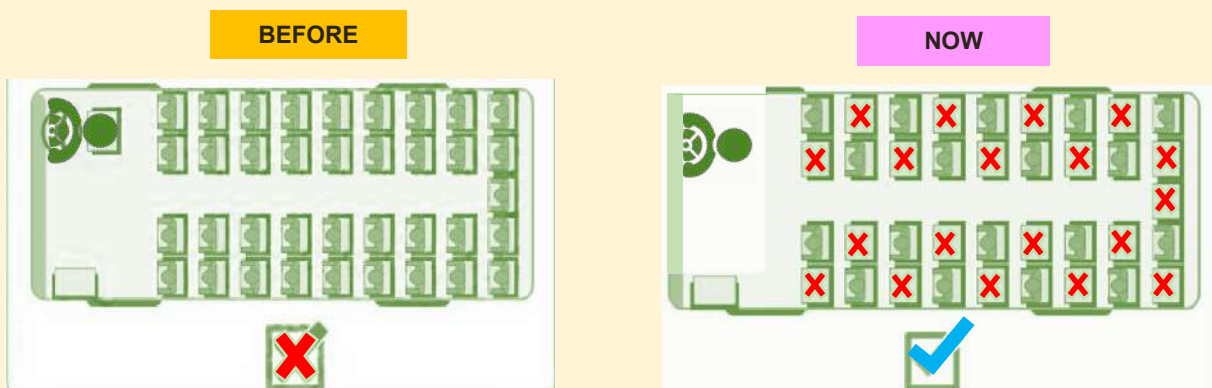
## BUS SANITIZATION PROTOCOL

Buses to be sanitized by 70% alcohol or 1% Sodium hypochlorite before first boarding and de-boarding of all employees and students

## BUS TRAVELLING PROTOCOLS

- Bus capacity reduced to 40% and not to be seated on the seat marked cross
- Maintain Social distancing while boarding
- De-boarding to be done one by one

## BUS SOCIAL DISTANCING PROTOCOL



# COVID19 Ready Teaching Approaches



We are using IFW Campus ERP, a dedicated cloud-based ERP platform to manage all the academic and other activities of the entire institution.



Provide easy access to ERP login through Android mobile, laptop, and tablet with dedicated login and password.

The entire course material subjects wise is given to students through IFW Campus ERP and can be accessed from anywhere.

Recorded Video lectures of faculties can be accessed through ERP login.

# COVID19 Ready Teaching Approaches

ERP facilitates online access of the Library, the facility for advance book reservations, access to e-journals, and e-library access. Students can access from anywhere and download the study material.

Facility for online examination, students can give their midterm / internal examination online through ERP Login



## Education ERP software



Students have the facility to submit their respective course assignments online through ERP.

In addition to the IFW ERP platform at the institute, TCSiON Glass Room is managed to carry out the academic activities of the institute

Online live classes are available through commercial live platforms such as ZOOM and Google Meet.



# COVID19 Ready Teaching Approaches



Online laboratory-based experimental facilities are available for students providing remote access to laboratories (virtual laboratories) in various disciplines of technology.

## VIRTUAL LABS

**Simulation-Based Virtual Labs:** Virtual Labs mimics the real-world scenarios/experiments. Simulation-based Virtual Labs are scalable and can cater to a large number of simultaneous users. The simulations are carried out remotely and give the same experiential learning as the real world experiments do.

**Remote Triggered Virtual Labs:** In these Virtual Labs, the actual experiments are triggered remotely. The output of the experiment (being conducted remotely) is communicated to the student over the internet. This class of Virtual Labs gives the student the output of real-time experiments

Institute has a policy to cover minimum 30% of class syllabus, experiments, and internal examination through online mode.

The remaining 70% of the syllabus will be completed through offline or classroom study. Although, the institute has the capability to deliver 100% courses online if the need arises.



Indore-Ujjain Highway,  
Near MR-10 Crossing, Indore MP 453555

✉ [admission@sait.ac.in](mailto:admission@sait.ac.in)

☎ 9685026677



## **COURSES OFFERED:**

Bachelor of Technology (B.Tech)  
CSE | ME | CE | ECE | EEE

Diploma in Engineering (ME)  
Master of Technology (M. Tech)  
CSE | Structural Engineering | IEM