



**ASPEE College of Horticulture & Forestry**  
**Navsari Agricultural University**  
**Navsari-396 450 (Gujarat)**



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No.ACHF/ UG& PG REOPEN / C-2 / 726 /2020

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## **CIRCULAR**

With reference to the wide circular no. NAU/DSW/T-1/85-89/2021 dated 11/1/2021, the undergraduate students of the final year and registered Post Graduate students whose field / laboratory studies are in progress are hereby informed that ASPEE College of Horticulture and Forestry, NAU, Navsari is reopening in the offline mode from 15.01.2021.

The students can voluntarily opt to join the college but will have to submit a written consent duly signed by the respective student and his/ her parents, in the prescribed proforma to the college administration. The students must have to follow the Standard Operating Procedure (SOP) / Guidelines pertaining to COVID – 19.

In the event of any type of sickness, the student must report to the Rector / Assistant Rector / Guide / Professors or his / her classmates immediately to prevent any spread of disease. Room-mates and close contacts should get self-quarantined and symptomatic ones to be tested immediately.

All concerned faculties and staff are requested to sanitize the Hostels, Laboratories, Class rooms at regular intervals. If any symptoms of sickness are observed in any student, then it should be immediately reported to the appropriate persons for needful action.

**(P K Shrivastava)**

### **Copy submitted with respect to:-**

1. The Registrar, Navsari Agricultural University, Navsari for information please.
2. Director of Student Welfare, NAU, Navsari for information
3. The Rector and Assistant Rectors of hostels of ACHF, for information and necessary action.
4. All HODs of ACHF, Navsari for information and necessary action at their level

**: UNDERTAKING :-**

I undersigned, **Mr./Miss./Mrs.:** .....,  
**Reg. No.:** ..... pursuing B.Sc./M. Sc. (Hort. / For.) / Ph. D. Degree in the discipline of ..... at the ASPEE College of Horticulture & Forestry. As a residential college, I have been allotted Room No.: ..... at ..... Boys / Girls Hostel of ASPEE College of Horticulture & Forestry, Navsari Agricultural University, Navsari - 396 450. I am aware that the COVID - 19 is recognized as pandemic by WHO and thus, Central as well as State Government has declared the guideline pertaining to precautions to be taken by all higher education institutes to prevent the spread of Novel Coronavirus. I have also informed my parents/guardian about the seriousness of the virus and they too are well aware about it. However, as per the instructions of Government of Gujarat and Navsari Agricultural University, Navsari, I am interested to stay in the hostel to accomplish my academic / research work with the kind permission of my undersigned parent/ guardian. Thus, I am requesting to permit me to stay in the Hostel. I declare with my consciousness that I will follow all the precautionary measures and guidelines as declared by the Government and the University hostel authority from time to time. I will not leave the University campus unnecessarily and will not encourage any other student(s)/person(s) to visit my room for gathering/interacting. Further, I take my sole responsibility for any harmful effect of the virus on my health and will inform to the Hostel Rector immediately, if any symptoms pertaining to the health appears.

I understand that violation of these guidelines shall lead to disciplinary action against me.

**Place:** Navsari

**Date:** /01/2021

|                                   |   |                     |
|-----------------------------------|---|---------------------|
| Students RAPID COVID TEST (FRESH) | : | Positive / Negative |
|-----------------------------------|---|---------------------|

|                            |   |  |                                 |   |  |
|----------------------------|---|--|---------------------------------|---|--|
| Name of the student        | : |  | Name of the of parents/guardian | : |  |
| Signature of the student   | : |  | Signature of parents/guardian   | : |  |
| Student's mobile No.       | : |  | Parents/Guardian mobile No.     | : |  |
| Student's WhatsApp No.     | : |  | Parents/Guardian WhatsApp No.   | : |  |
| Email address              | : |  | Email address                   | : |  |
| Residential address (full) | : |  |                                 |   |  |

**Standard Operating Procedure (SOP) / Guidelines to be followed**  
**by the students, permitted to stay in the Hostel**

All the UG/PG students of the Navsari Agricultural University are informed that they have to strictly adhere to the following instructions to prevent the spread of pandemic Novel Coronavirus (COVID -19).

1. It is compulsory to submit the duly signed (both, parent and student) prescribed undertaking form.
2. Permitted students must abide to follow the guidelines pertaining to precautions to be taken by individual(s) to prevent the spread of virus as declared by the Government and the University from time to time.
3. Students coming from COVID -19 contaminant zone will not be permitted in the Hostel in any circumstances. Any deceptive / misleading information in this regard, is a violation of Epidemic Diseases Act, 1897(Any person disobeying any regulation or order made under this Act shall be deemed to have committed an offence punishable under section 188 of the Indian Penal Code (45 of 1860).

**With reference to COVID-19, the guidelines issued by Government and University authorities are summarized as below :**

- a. It is compulsory to download “Aarogya Setu” mobile app. (NIC e Gov Mobile apps) in the mobile and should be updated at regular intervals.
- b. It is mandatory to use face mask and maintain social distance at least 2.0 meter between the individuals, especially while working in farm, office and laboratory as well as in the Hostel premises.
- c. Must wash the hands with soap / sanitize frequently while working in office, farm and laboratory.
- d. Each student must have soap / sanitizer in the hostel for maintaining hygiene at two-hours interval especially before lunch, dinner and break-fast.
- e. Avoid unnecessary physical contact with metals like door/window handles, staircase, grills, water cooler, laboratory equipments, office furniture *etc.*
- f. To check body temperature thermometers are made available with the hostel care taker, in case of any symptoms of sickness, sneezing and fever one must inform care-taker / Hostel Rector immediately.
- g. Every student must keep / wear College “Identity card” all the time.
- h. Spitting and throwing of waste in the University premises is a punishable offence.
- i. Student must keep themselves himself updated with recent guidelines from the Government and University.

- j. Student must not leave the University campus unnecessarily, without prior permission from the Hostel management / assistant rector of the concerned Hostel.
- k. Student should avoid gathering / interacting in close groups in the Hostel as well as University premises.
- l. Visitors from outsiders are not permitted in his / her hostel room.
- m. Food facility will be provided by the Hostel Management; however, students should have their own dish, glass, spoon *etc.*
- n. During lunch/dinner time, student will have to collect the food from mess counter. Thereafter, students should eat their meal in their own rooms only. In any circumstances, lunch/dinner will not be allowed in the dining hall. All students must maintain cleanliness after having lunch/dinner in the hostel premises.
- o. It is our moral responsibility to cooperate in the fight against COVID 19, while protecting our life and doing our duties.

***Important:*** If any student is found to violate the above-mentioned guidelines, it will be considered as violation of Epidemic Diseases Act, 1897. In such condition, he/she will be expelled from the University or punished, as decided by the University authority.

Sd/-

Hostel Management  
Navsari Agricultural University  
Navsari - 396 450.