



National Institute of Food Technology Entrepreneurship and Management

Kundli, (Sonapat)

Ref. No.:- N/StW/SW/2023/22

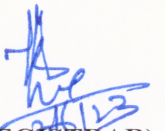
Date:01.06.2023

Office Order

Sub:- Revised Gate Pass System For Students

This is to inform all students that the Gate Pass procedure, prevailing in the campus has been reviewed and following system will come in to immediate effect from date of issue:-

- 1) This new proposal is to be implemented for Ph.D , M.Tech , M.B.A students for all batches w.e.f. 30.05.2023.
- 2) All Ph.D, M.Tech , M.B.A students are allowed to go out of campus on all working & non working days between 0600 hrs to 2000hrs for course work by recording their thumb impressions in "Bio Metric Machines" installed at Main Gate or making register entry if biometric is not working. Before student is allowed to exit through the gate, security guard will verify that entries in Biometric machine have been made / Register entry is made.
- 3) As an added precaution, due entries in the register should be duly maintained by Security.
- 4) Students will be required to carry their Identity Cards on their person and show to security, if asked to do so no student will be allowed to go out and enter without ID Card.
- 5) Any Student, who wants to go for Night Out Pass on any non working or preceding-succeeding Non working day, or , if Night Pass is required on working day that if succeeded by another working day then permission of Mentor / HOD before Gate Pass is issued with the consent of the parents
- 6) The Onus of students' responsibilities related with safety and good conduct will lie on students themselves and University will not be accountable for any untoward incident that may occur outside the campus.
- 7) It must be kept in mind that during events that are declared compulsory in nature, exit will not be allowed, as per prevalent Gate Pass System.*
- 8) For going home during vacation, gate pass system will not be valid and permission formalities related with Night Pass will apply
- 9) Instructions of Wardens must be followed at all times and in case of any deviation, due disciplinary actions will be initiated.
- 10) Any student found violating any of these instructions will be liable to disciplinary action.
- 11) The Doors of respective hostels will be closed at 2200 hrs on all days unless permission is granted to stay out, late in campus to practice for any event. This time will be notified from time to time.
- 12) If a student takes Night Out permission then he will be allowed only to enter in the premises after 06:00 a.m. on next morning.
- 13) Gate Pass request shall be received at least 48 hrs before except medical emergency. Last moment gate pass request will not be accepted.
- 14) If any student arrives late for two days continuously will not be allowed to go out for one month


(REGISTRAR)

Copy to:

1. SPPS to Hon'ble Vice Chancellor, NIFTEM
2. Registrar Office
3. Dean (Academic / Postgraduate Studies / Research)
4. Security Incharge, Hostel Wardens & Associate Wardens (Girls / Boys)
5. Security Officer & Caretaker (Kaveri , Brahmaputra , Sutlej, Ganga)
6. All the Notice Boards