

Amity University, Haryana

Policy on Vigilance

Preface:

The university is situated in a vast 110 acre land near a village of Gurugram district. Apart from the Building, the University has a large infrastructure, equipment, laboratories and other facilities. It also houses student hostels and residential quarters for Faculty and staff. Hence vigilance is very important **activity for the University.**

Major Requirements:

- Security at the main gates to avoid unauthorized entry of persons and materials.
- CCTV installation in and around the campus.
- Maintenance of discipline in the campus.
- Pest control activities
- Infrastructure maintenance
- Theft and pilferage to be minimum.
- No unwanted activity to take place inside the campus.
- Fire Fighting matters

Process:

The Security function of the University must be in alert mode always. The main gates are to be manned by the guards with vigilant guards and supervisors. The monitoring of vehicular entry and also individuals are extremely important. No Vehicle without the mandatory Amity Sticker should be allowed inside the campus unless permitted specially by the authority of the University. Similarly Faculty/staff and students must always carry their Identity cards for verification at the gates always. CCTV must be recording all the events taking place at the Gates and a summary must be sent to the Competent authority every month.

CCTVs are installed all around the campus. Its maintenance and operation is to be monitored regularly and whenever there is some deficiency , it should be met up with repairs and change of parts, as required.

The campus on a regular day has about 5000 students and 1000 faculty and staff members. In addition there are families also living in the campus. Maintenance of decency/decorum and also vigilance is utmost important as any breach of such vigilance can create catastrophic effect. Fortunately the campus is ragging free but the concerned authorities must be vigilant that University maintains its Anti Ragging strategy to avoid any such unwanted mater to take place in the campus.

The University being in a remote places and with its vast greenery attracts rodents, reptiles etc and hence Pest Control is absolutely essential to prevent any unfortunate incidents. Residents also must be vigilant and report the matter, if any, to the competent authority for necessary action

Maintenance of the building and residential quarters/Hostels need constant vigilance. The maintenance dept, on call and report, must take care of repairs and maintenance as soon as possible.

Theft and pilferage needs to be kept at a most low standard. As lots of laboratory equipment/instruments, other electrical and civil fittings, Cameras, cars etc are maintained by the University, one has to be very alert about the prevention of theft and pilferage of these costly and important items at all times.

Fire Fighting equipment must always be in operational mode and in case of any fire they should be deployable to stop the fire temporarily before the Fire Brigade arrives. The Fire Fighting equipment , thus , must always be in readiness as also the Fire Fighting staff. The concerned authorities must maintain frequent dialogue with the stake holders as to what are the requirements during any fire. Vigilance is the key and then the maintenance & upkeep and finally application at the right time will prevent fire to spread.

The concerned officials must be very alert and careful in maintaining Vigilance over the students behavior and must rise to the occasion if there is any untoward activity. This is very important for the University and vigilance must be of very high standard. The behavior of Faculty and staff also must be under vigilance and any incident of indiscipline, misbehavior must be reported to the concerned authorities for appropriate action.
