

**INDIAN RAILWAYS INSTITUTE OF SIGNAL ENGINEERING &  
TELECOMMUNICATION, तारनाका रोड TARNAKA ROAD,  
SECUNDERABAD – 500 017 (भारत INDIA).**

No.TRG/Policy

Date: 29-12-2020

**CIRCULAR**

The guidelines of the institute for management of pandemic during on campus sessions are as follows:

1. Trainees will have the option of going out of campus (for shopping, visiting local friends etc) once in a week. Trainees are required to make entry in the register kept at Security posts of the institute or at the hostel, while returning back. The trainees should return by 2200 hrs.
2. The maximum number of occasions permitted for leave/HQ leave/overnight Campus leave permission (may be to parents staying locally or outstation) is one for one month of stay, commencing from their reporting in the institute.
3. After return from leave, trainees will remain in isolation in their respective rooms for 5 days. At the end of 5th day, the trainee needs to undergo RT-PCR test at his/ her cost. In case of negative result, they can join the main stream after the receipt of the test result.
4. In case of positive outcome, the trainees would be shifted to isolation rooms. The trainees would join the theory sessions during the period of isolation through online medium using the laptops. The trainees would not be allowed to participate in the laboratory sessions. These sessions would be managed by trainees themselves as per their convenience by visiting the laboratories. Examinations would be conducted in hostels for those staying in the isolation.
5. The physical classes for App JE/SSE (Tele)/App JE/SSE (Sig) would be in Indoor Auditorium/FAT room respectively. They are advised to reach the classroom 10 minutes in advance, as there would be rush to record Arogya Sethu status at the entry locations. Laboratory sessions will also be conducted.
6. Mobile phones should be in switch off mode when in classroom or Laboratory.
7. COVID-19 protocols including Medical SOP of SCR to be strictly followed.
8. There is a need to exercise restraint during the ensuing festive season.

Stay safe and healthy. Please take care.

(C. Neelakanta Reddy)  
Sr Professor-Trg

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