



HITEC UNIVERSITY TAXILA

DIRECTORATE OF STUDENT AFFAIRS

Standard Operation Procedures (SOPs) for Hostel Accommodation during COVID-19

1. Wearing of Face mask is mandatory for all the students while entering and leaving the hostel rooms.
2. Sanitizer by the University would be placed at central entry/ exit points and before entering the hostel everyone must use hand sanitizer.
3. Face mask and temperature will be checked at the entrance of the hostel. No one would be allowed to enter the hostel without face mask.
4. Students are advised to bring face masks, hand sanitizers, personal soaps and disposable gloves when coming to the hostel and use these throughout their stay in the University and the Hostel.
5. Social Distance of 6 feet has to be maintained in the common areas like reception, mosque, washroom and corridors by the students.
6. No group activity would be permitted as long as the COVID-19 pandemic protocols are in place.
7. Students would remain in their own rooms and visiting other rooms would not be allowed.
8. Physical contact, handshakes etc with fellow students or staff is to be avoided altogether.
9. Students would do their own bedding while room cleaning request has to be issued by resident students and conducted in their presence by the janitorial staff.
10. Janitorial staff will regularly disinfect the knobs, door handles, light switches, railings at least 3 to 4 times in a day. Likewise for washrooms and floors, janitorial staff would be equipped with disinfectants, phenyl, washing liquids and soaps for cleaning of open surfaces.
11. Bins in the washrooms/ common spaces would be lined with plastic bags that would be changed and cleared on daily basis. Likewise, inside the hostel rooms, students must line their bins with plastic bags and get it cleared by janitorial staff on daily basis.
12. Staff must wear mask during their time of duty and remain vigilant.
13. Staff must ensure that all the SOPs are being followed by the students. Violating the SOPs would lead to serious disciplinary action.

Huma Fawad
Director Student Affairs