

## SOP for usage of Gymnasium

### Objective:

To ensure that all the students and staff utilize the Gymnasium Facilities properly

### Conditions for Utilization:

- On campus gymnasium is available for all the staff and students under the supervision of trained Gym coach.
- The Gymnasium shall remain functional from Monday to Saturday from 05.30 AM to 08.00 PM
- The user should wear required dress while using fitness equipment/machine. They should bring their own accessories - towel, gloves, water bottle, etc.
- Entry and exit of players as a group will not be allowed into the sports complex and Spectators without authorization are not allowed.
- Soft drinks, snacks and other eatables or beverages are not permitted in the Sports Complex
- Shooting (still or video) in the complex is not permitted without prior approval of the department.
- Misuse of any fitness equipment/machine shall be deemed as an act of gross indiscipline. Any user found mishandling; defacing or damaging any equipment/machine will be debarred from any future use of the facilities.
- Users should maintain perfect silent and discipline in the Gymnasium and should not involve in any gossip, teasing, or argument with other users or officials.
- When a fitness equipment/machine is occupied by a user, the other user should wait for his/her turn. The user should not speak to the other user for his/her turn; rather he/she should ask the instructor for assistance.
- Use of any fitness equipment/machine shall be at the responsibility and risk of the user. The department will not be responsible of any accident or injury suffered by the user while using the facility or using any fitness equipment/machine.
- The individual shall be responsible for the safety of his/her personal belongings. The department will not be responsible for loss or damage to the personal property of the user/visitor.
- Girls students, boy students and staff should adhere to the their exclusive time slots scheduled by the physical director

## OP for usage of Sports Facilities

### **Objective:**

To ensure that all the students and staff utilize the Sports Facilities properly

### **Conditions for Utilization:**

- All the sports facilities are shall remain functional from Monday to Saturday from 05.30 AM to 08.00 PM. With prior information from Physical director, hostel authorities and parents of the day scholar students all the sports facilities can be used beyond the working hours/Holidays.
- Players should be in required sports-wear while practicing and playing game and bring their sports kit-bag.
- Sports equipment issues by officials should be returned by the users within the stipulated time. The users shall be payable or fined in case any damage if found with the sports equipment.
- Carrying any equipment or property of the department outside without proper issue or authorization shall be deemed an act of mischief and indiscipline.
- Defacing, damaging or mishandling any property or equipment shall be deemed an act of gross indiscipline.
- Use of any sports equipment/machine shall be at the responsibility and risk of the user. The department will not be responsible of any accident or injury suffered by the user while using the facility or sports equipment/machine.
- The individual shall be responsible for the safety of his/her personal belongings. The department will not be responsible for loss or damage to the personal property of the user.
- Users should maintain proper decorum and discipline and should not involve in any teasing, argument or brawl with any person or official. Any act of indiscipline shall lead to disciplinary action.



  
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## SOP for usage of General Amenities

### Objective:

To ensure that all the students and staff utilize the General Amenities properly

### Conditions for Utilization:

- **Battery Operated Vehicles:** Battery operated vehicles are available round the clock for internal movement of the students, staff on need basis and visitors.
- **Medical Facilities:** On campus dispensary is available for all the staff and students to facilitate the first aid. Based on the recommendation of the health assistant, patient will be referred to the GMRVF Care hospital. Staff and students may avail the subsidized medical facilities by showing their ID card at GMRV Care hospital.
- **RO Drinking Water:** Drinking-water facility is made available for all the staff, students and is maintained periodically by Estate Office to ensure drinking water standards.
- **Girls Waiting Halls:** Girls waiting halls are made available with all facilities at academic blocks across the campus and are maintained by dedicated women housekeeping staff



  
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