

UGC Networking Resource Centre, School of Chemistry

UGC-NRC Hostel

Guidelines for Guests

- **Entry into the Hostel is permitted only through the biometric system; follow this strictly.**
- **Carry your identity card at all times (the UGC-NRC visitors should carry the card issued by the UGC-NRC office).**
- **Do not involve in any activities considered as ragging which is a criminal offence. Guests indulging in ragging, harassing or similar / any other form of indiscipline will be expelled from the Hostel / University immediately, and are liable to prosecution under law.**
- **Do not possess or use weapons / explosives / combustible or any other item that can cause injury/damage.**
- **Do not possess or consume alcoholic intoxicants either in the Hostel or anywhere inside the Campus of the University.**
- **Possession, use or trafficking of prohibited drugs is a severe breach of discipline and a criminal offense. These are absolutely prohibited in the Hostel and the University campus.**
- **Smoking is strictly prohibited in the Hostel and its premises.**
- **Wear decent and appropriate dress in the Hostel, its premises and the University campus.**
- **Abstain from any act that may violate or spoil the academic atmosphere in the University.**
- **Do not engage in any anti-social and anti-national activities, misbehavior, violence and unethical activities.**
- **Do not damage Hostel or any other University property including furniture, electrical fixtures, building and other facilities.**
- **Inviting or entertaining personal guests in your room is strictly prohibited.**
- **Do not keep any of your valuables including money in the room; the Hostel administration will not in any way be responsible for the safe-keeping of your possessions.**
- **Follow strictly the timing and table manners in the Dining Hall; cooperate fully with the staff and service personnel in the Hostel. In case of any problems, do not try to solve them yourself, but bring it to the attention of the concerned authorities.**
- **Ensure that precious resources such as energy and water are not wasted in the Hostel building. Switch off electrical appliances such as light, fan and geyser immediately after use. Close water outlet immediately after the required amount is collected. Whenever you leave the room, put off the main switch outside the door; this is absolutely essential to ensure safety.**
- **The electrical outlets provided in the room should be used only for personal computers and mobile phone charging; no other electrical equipment should be connected to these outlets.**

See the next page for important contact numbers

Important Contact Numbers

UGC-NRC office	040-23134806
School of Chemistry office	040-23134800
Coordinator, UGC-NRC	040-23134827
Supervisor, UGC-NRC Hostel	040-23138174
Security (ground floor), UGC-NRC Hostel	040-23138174
Security (top floor), UGC-NRC Hostel	040-23138177
Chief Security Officer	040-23132424
Assistant Security Officer	040-23132425
Health Centre	040-23132400