MANIPUR UNIVERSITY COVID 19 MONITORING TASK FORCE
MANIPUR UNIVERSITY, CANCHIPUR

Guidelines for Covid-19 prevention during Offline Entrance Test in the Campus

In continuation and in addition to the SOPs developed by Government agencies and the guidelines framed earlier by MU Covid 19 monitoring Task Force the followings are recommended in connection with the offline Entrance Examinations scheduled to be held from the 18th October, 2020 in Manipur University Campus.

OUTSIDE EXAMINATION HALLS

1. Candidates shall arrive between one hour to one & half hours before the start of the Examination. The Department concerned shall make arrangements for the transport of Persons with needs or a special permission for allowing their accompanying vehicle may be obtained from the authorities.

2. Vehicles and accompanying Persons shall not be allowed to enter the Campus.

3. Only Candidates with admit cards shall be allowed to enter. The checking of the admit cards shall be maintained at the traffic point/ main gate/ entrance to centre by a staff of the department conducting the entrance test.

4. Candidates shall be informed by the department concerned that they should be prepared to walk a long distance in the hot sun.

5. Entry shall be in one line with a gap of 6 feet (minimum) between each other. Exit shall also be in the similar way.

6. Checking of body temperature shall be done by a staff of the department concerned at a suitable place in the campus before reaching the actual venue. Hand sanitizers shall also be available in the place. In case a particular candidate has high temperature he/she shall be made to rest in shade and check again after 10 minutes. If by chance the temperature does not come down to normal he / she shall be made to write exam in a prearranged room.

7. An isolation ward shall be prepared at one particular venue for the symptomatic persons/ Persons who pre declare about their condition.

8. A sanitization tunnel/ Chamber shall be available at the Main gate/ appropriate place for whole body sanitization. Non toxic ingredients shall be utilized. However this does not guarantee full protection against Covid.

9. Venue with Roll numbers and seat allotted shall be displayed prominently at the traffic point.

10. Candidates are required to be advised to avoid group discussion/ gatherings outside the exam halls before and after the Exam.

11. A sanitization gun sprayer shall also be available on hire for sanitization of articles, foot and hands when required. Sanitizers can be indentured from the Purchase section.

12. Spitting is strictly prohibited.
INSIDE EXAMINATION HALLS
13. Seats shall be arranged so that 6 feet gap is there between each Candidate perpendicularly and horizontally. In case the department is having problem in maintaining the gap the help of the Task force can be taken. This step shall be strictly maintained.
14. Departments are required to inform the Candidates to bring their own masks, hand sanitizers, a bottle of drinking water, Pen, correction fluid and admit cards. Bags, mobile phones etc are not allowed in the exam halls.
15. Once they enter the examination hall they shall be advised not to go out before completing their paper.
16. Answer scripts shall be deposited at the designated place in each room after the Candidates finish answering. During submission also physical distancing shall also be maintained.
17. While going out they shall go in one line maintaining physical distancing.
18. In no case during the whole duration of Exam they are to be allowed to take out their masks.

OTHERS
19. One UV box shall be provided for sanitation of answer scripts/OMR of the Candidates after the exam on hiring basis from the Purchase Section. Mode of operation shall be instructed from the issue counter. Request is made to all concern to take maximum precautions as these chambers are hazardous to health.
20. Masks and hand gloves shall also be issued on request for the Invigilators from the Purchase section.
21. Limited face shields may also be available for use by the departments from the same section.
22. Care shall be taken so that the Exam halls are well ventilated.
23. Sanitization of used rooms shall be done with Sodium hypo chloride. Since the chemical is highly toxic and oxidizing maximum care need to be taken.
24. Frequent sanitization of hands shall be observed by all using Soaps & Water or Alcohol based sanitizers.
25. After Exam the used masks & other used items shall be disposed properly.
26. In case a Candidate is found to be from a containment zone the department shall make special arrangements. For this the Candidate shall apply with proper documents to the concerned department.
27. Random Check shall be done by the members of the MU Covid 19 monitoring Task Force regarding the SOPs observed.
28. Complaints which are not in conformity with the objective of the Task Force shall not be entertained.

Chairman
Manipur University Covid 19 monitoring Task Force