

**Restricted entry of
automobiles Related Documents**



Office of the Registrar

No. : SGTU/ GC/36/2020/ 3296

Dated : 03rd December, 2020

Office Order

To streamline the parking arrangement, it has been decided that :

1. Vehicles shall not be allowed in the University campus without a valid pass.
2. All the vehicle passes which have been issued till date shall be treated as null and void.
3. New vehicle passes will be issued by the University.
4. Staff and students must apply for the issuance of the new vehicle pass to the Registrar in the prescribed format.
5. Details of the parking area and entry/exit gates are as mentioned below:

Parking Number	Parking-Place	Parking designated for	Entry and Exit From
1.	Behind Engineering Block (E- Block)	Faculty members, Non-teaching/Supportive Staff : <ul style="list-style-type: none">• Faculty of Engineering & Technology• Faculty of Law• Faculty of Behavioral Sciences	Gate No: 2 (Parking Zone A)
2.	Near Police Chowki	Hospital Patient	Gate No. 4 (Parking Zone C)
3.	In-front of Hospital	All faculty members except the faculty - members of Engineering, Law and Behavioral Sciences	Gate No. 4 (Parking Zone D)
4.	Near to Gate Number - 4	All Students and all Non-teaching/ Supportive Staff (except E-Block staff)	Gate No. 3 Using 9 Meter Road (Parking Zone B)
5.	Near C. V. Raman Hostel	Medical/Dental Residents/Staff	Gate No. 4 Parking Zone E)
6.	Near to Gate No. 4	All University Buses and Officers of the University	Gate No. 1
7.	Designated Parking space at respective residential Blocks	Campus Residents (Except PG (Medical/Dental))	Gate No. 4

1. Cabs shall not be allowed to enter the University premises beyond Parking No. 4. Cab drivers shall pick and drop their passengers from Parking No. - 4 only. University buses shall be available at Parking No. 4 to drop the staff, who are using cabs, in their respective blocks.
2. No vehicles, except those belonging to the vehicles of the University Officers, Deans and Directors shall be allowed to enter in A, B, C, D and E - Block of the University and entry of their vehicles shall be from Gate No. 4 only.
3. Vehicles of the Pro Chancellor, Chief Executive Officer, Vice Chancellor, Pro Vice Chancellors, and Registrar shall be parked in-front of A- Block Building whereas other University Officers i.e.

- Directors, Deans, Controller of Examinations, Chief Finance & Accounts Officer and DRs of A Block shall park their vehicle(s) at the dedicated basement parking area.
4. All Deans/Principals of B & C Blocks shall park their vehicles in-front of C- Block building.
 5. All Deans/Principals of D Block shall park their vehicles on the road in front of D- Block building.
 6. All Deans/Principals/Director of E Block shall park their vehicle in backside parking area of E-Block.
 7. Vehicles of Medical Superintendent and Deputy Medical Superintendent shall be parked inside the hospital campus.
 8. Hostellers (Except PG (Medical/Dental)) shall not be allowed to keep their vehicles in University Premises.
 9. Parking of the vehicles will be at owner's risk and university shall not be responsible for any type of damage or theft.

Shrin

Registrar

Endst. No: SGTU/ GC/36/2020/ 3297-3352

Dated : 03rd December, 2020

A copy of the above is forwarded to the following for information and necessary action:

1. PA to Chairperson, Dashmesh Educational Charitable Trust for kind information of the Chairperson
2. PA to the Pro Chancellor for kind information of the Pro Chancellor
3. PA to the CEO for kind information of the CEO
4. PA to the VC for kind information of the Vice Chancellor
5. PA to PVCs for kind information of the Pro Vice Chancellors
6. All Deans/Directors/Principals/Medical Superintendent
7. CFAO/COE
8. All Heads of Administrative Divisions
9. HR Department
10. AR (Registration/Student Section)
11. Security Manager

Shrin

Registrar

(Handwritten mark)

(224)

Shree Guru Gobind Singh Tricentenary University, Gurgaon

Office of the Registrar

SGTU/GC/36/2014/1646

Dated : 24.10.2014

To

1. Vice Chancellor, SGT University
2. Pro Vice Chancellor, SGT University
3. Registrar, SGT University
4. Director (Planning & Implementation), SGT University
5. Controller of Examinations, SGT University
6. All the Deans SGT University
7. M.S., SGT Hospital
8. In-charge, Security, SGT University
9. All heads of Non-teaching Departments

Subject : Arrangement for parking of vehicles in the University campus

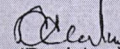
Sir/Madam,

An emergent meeting of the University Officers, all Deans of the Faculties and In-charge, Security was held on 18th October 2014 under the Chairmanship of the Vice Chancellor wherein it was decided that parking stickers be got prepared colour wise in order of rank of the owner of vehicle for delivering the same to the vehicle owners for having affixed on their vehicles for proper identification for parking of vehicles at the appropriate places. Therefore, for having this purpose served, you are requested kindly to supply the information/ the information regarding teaching, non-teaching staff and the students in the format given below to the In-charge, Security, SGT University at the earliest possible:

S. No.	Name of Deptt.	Name & designation of the owner of vehicle	Type of vehicle	Vehicle No.	Mob. Phone No.

An early response in the matter is not only desired but will be appreciated.

Yours sincerely,


(Registrar)





SGT UNIVERSITY

SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY

GURGAON, DELHI-NCR

(Established by the Haryana Act No.8 of 2013)

Office of the Registrar

Subject: Enforcement of parking policy in respect of vehicles owned by students including Hostel residents.

Attention is invited to the Office Order No. SGTU/37/2015 dated 30.03.2015 wherein parking locations of vehicles owned by the university staff and students have been earmarked. Copy of the order is enclosed for reference. As per this order, the students including Hostel residents are required to park their vehicles in the General Parking area adjacent to the Hospital. It has been observed that hostel residents and some other students are parking their vehicles either under Block A or Block B or Block C or on the sides of road between University Hospital and Dental Building. Parking of students' vehicles in these is violation of the parking policy circulated vide letter referred to above. It is advised that parking policy with respect to students including hostel residents contained in the letter referred to above may be enforced.

CEO

No. SGTU/GC/36/2015
Dated: 18.09.2015

(Prem Singh)
Registrar

GURU GOBIND SINGH TRICENTENARY UNIVERSITY, GURGAON
(Established by the Haryana Act No. 8 of 2013)

No. SGTU/37/2015/

Dated 30.03.2015

OFFICE ORDER

The following parking plan will exist w.e.f 1.4.2015:

S.No.	Category	Parking Location
1	Managing Trustee/Chairperson of the Trust/Chancellor/ Vice-Chancellor/ PVC	Porch, Dental Building
2	All Deans/ Directors/ Registrar/ COE/CAO/CA&FO	Space between Medical & Dental Bldgs.
3	MS	Hospital Front
4	HODs/ Prof./Assoc. Prof./DMS/Asst Prof./ Staff/ Students daily commuting by own vehicles/cabs/Students residing in Hostels	General Parking (Next to Hospital)
5	Staff residing in Campus	Respective Resi. Blocks/ Hostels.
6	Differently Disabled Persons	Between Medical & Dental Bldg.
7	Guests	Between Medical & Dental Bldgs.
8	Patients visiting Hospital	General Parking (Marked Area)
9	Parking Charges	
	(A) Staff	
	(i) Four wheelers	- Rs. 100/- per month
	(ii) Two wheelers	- Rs. 50/- per month
	(B) Others (Patients and their relatives)	
	(i) Four wheelers	RS 10/FOR 3 Hours after 3 Hours Rs 10/- per hour.
	(ii) Two wheelers	RS 5/FOR 3 Hours after 3 Hours Rs 5/- per hour.

All are kindly requested to cooperate and follow the above parking policy.

Amir Salman
(Amir Salman)

Chief Administrative Officer-01

No. SGTU/37/2015

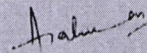
Dated: 30.03.2015

A copy of the above is forwarded to the following for information & necessary action:

1. OSD to VC for information of the Vice-Chancellor.
2. PA to PVC for information of the Pro Vice-Chancellor.



3. All Deans/all Directors/MS/DMS/Principal-Director, SGTIET/ COE/CF&AO.
4. GM (Projects)/ all Asstt. Registrars/Chief Warden/IT Manager/ Manager (Housekeeping)/GM (Procurement)/Head (Estates)/Head (Central Store)/ Head (Transport)/ Incharge, Mess/ Incharge, Maintenance/Head (Electrical Division)/Incharge, Horticulture/Sports Officer.
5. Chief Security Officer will issue the Vehicle Passes and ensure parking of vehicles as per plan given above.
6. Notice Boards.



(Amir Salman)
Chief Administrative Officer-01





SGT UNIVERSITY
SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY
GURGAON, DELHI-NCR
(Established by the Haryana Act No. 8 of 2013)

Office of the Registrar

No. SGTU/GC/36/2015/2996

Dated: 26.10.2015

To,

Dean, Faculty of Medicine & Health Sciences,
SGT University, Gurgaon.

Subject: Parking of Vehicles by the Hostel Residents in the Earmarked Area.

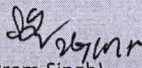
Sir,

It has been brought to the notice of the University's Disciplinary Committee that the UG & PG students residing in the hostel are maintaining vehicles, but are not parking them in the parking area earmarked for this purpose, despite repeated requests by the CEO and security staff. The Disciplinary Committee, after having looked into this act of indiscipline, decided as under:

1. Those students who are maintaining vehicles in the hostel are given 7 days' time from the date of this letter to start parking in the earmarked area failing which each defaulter will be charged a sum of Rs. 250/- as penalty on 1st day and Rs. 500/- on the following day. On the third day, vehicle will be towed outside the University at the cost and risk of the vehicle owner.
2. If the vehicle owner still does not abide by the above rules, he/she will have to vacate the hostel.

A copy of this letter may be supplied to the students of your faculty whose list is enclosed with this letter.

Yours sincerely,


(Prem Singh)
Registrar

Encl: As above.

*Received.
Praveen
26.10.15*





Office of the Registrar

No: SGTU/GC/36/2018/ 389

Dated: 28th April 2018

NOTIFICATION

The provision to use the parking area in 'A Block Basement' is limited to the officers holding following positions only:

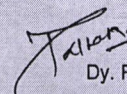
- Vice-Chancellor
- Pro-Vice-Chancellor
- IQAC Head
- Registrar
- Chief Finance & Accounts Officer
- Controller of Examinations
- All Deans/ Principals/ Directors (of A Block)

The above provision is for self driven personal vehicles as well as driver driven vehicles

Other Faculty and staff members should park their vehicles in the common parking area (in front of SGT Hospital).

Visitors are required to observe parking regulations and park in the designated area only (common parking, opposite SGT Hospital)

Arrival / visit scheduled for official guests of faculties / other staff members shall be intimated well in advance to the block admin to make necessary arrangements for parking their vehicles.

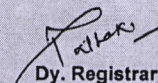

Dy. Registrar

Endst. No: SGTU/GC/36/2018/ 390-406

Dated: 28th April 2018

A copy of the above is forwarded to the following for information and necessary action:

1. PA to Chairperson, Dashmesh Educational Charitable Trust for kind information of the Chairperson
2. PA to the Pro Chancellor for kind information of the Pro Chancellor
3. PA to the VC for kind information of the Vice Chancellor
4. PA to PVC for kind information of the Pro Vice Chancellor
5. Deans/Principals/Directors (of Block A)
6. Chief Finance and Accounts Officer
7. Controller of Examinations
8. IQAC- Head
9. GM- HR
10. Block Admin


Dy. Registrar





Office of the Registrar

No: SGTU/GC/36/2018/469

Dated: 5th June 2018

Circular

It is hereby ordered that, the Hospital parking area (in front of SGT Medical Hospital) will be used for the parking of the vehicles of all PG (Medical & Dental Stream) students.

Therefore, all concerned are instructed to strictly follow the same.


Registrar

Endst. No: SGTU/GC/36/2018/470-477

Dated: 5th June 2018

A copy of the above is forwarded to the following for information and necessary action:

1. PA to Chairperson, Dashmesh Educational Charitable Trust for kind information of the Chairperson
2. PA to the Pro Chancellor for kind information of the Pro Chancellor
3. PA to the VC for kind information of the Vice Chancellor
4. PA to PVC for kind information of the Pro Vice Chancellor
5. Dean- Faculty of Medicine and Health Sciences
6. Dean- Faculty of Dental Sciences
7. GM- Admin
8. Security In charge


Dy. Registrar



Office Order on Ban on Plastics



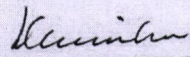
Office of the Registrar

No: SGTU/GC/36/2018/1511

Dated: 17th September 2018

Office Order

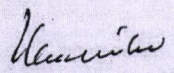
It is hereby informed that as per the directives of University Grants Commission, usage of plastic cups, lunch packets, straws, bottles and bags are strictly prohibited in the University campus. All the Concerned are directed to comply with this order with immediate effect.


Registrar

Endst. No: SGTU/GC/36/2018/1512-1542 Dated: 17th September 2018

A copy of the above is forwarded to the following for information and necessary action:

1. PA to Chairperson, Dashmesh Educational Charitable Trust for kind information of the Chairperson
2. PA to the Pro Chancellor for kind information of the Pro Chancellor
3. PA to the VC for kind information of the Vice Chancellor
4. PA to PVC for kind information of the Pro Vice Chancellor
5. All Deans/Principals/Directors
6. GM- Admin
7. GM- Projects
8. GM- HR
9. Chief Warden


Registrar





SGT UNIVERSITY

SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY
(UGC & AICTE Approved) Gurugram, Delhi-NCR

No. : SGTU/BOM/27.15/2021

Dated : 17th September, 2021

Environmental Policy

Umar
Registrar
SGT University
Budhera, Gurugram

The policy of SGT University is to affirm the University's commitment to conserve and continuously improve our environment by addressing contemporary issues and manage its operations in ways that are environmentally sustainable, economically feasible and socially responsible. Therefore, this policy represents an important component of the University's broader vision in building a peaceful and sustainable global civilization.

1. Environment Management

- To promote and ensure a sound understanding of current environmental performance and practices throughout the University.
- As a minimum, to comply with the requirements of relevant legislation.
- To reduce and, where practicable, prevent pollution and adopt targets for improving environmental performance.
- Collaborating with apt outside organisations to advance our understanding of environmental problems and their solutions.
- To Improve consciousness generation related to environment review through internal and external certified auditors so as to recognize key areas of improvement and subsequent application for adopting relevant environment strategies solutions.

2. Awareness and Training

- To develop a range of environmentally relevant undergraduate and postgraduate courses building on those courses currently offered.
- To increase awareness of staff and students of the University's environmental impact, activities and performance and good practice.
- To deliver appropriate environmental educational programmes for university pupils and nearby community.
- To create awareness among pupils and community about conservation of natural resources and inspire them on ensuring good environment practice.

3. Waste Reduction and Recycling

- To set and achieve targets for reducing resource use.
- To minimise the adverse environmental impacts of disposal of University assets.
- To increase the rate of recycling of all appropriate materials.
- To implement sustainable resource management practices, based on reduce, reuse and recycle principles.

4. Carbon Management


- To implement a carbon management plan, including efficient use of energy by monitoring, control and managing through effective management.
- To confirm the uptake of low carbon technologies in buildings and equipment.

5. Water

- To make efficient and environmentally responsible use of water, including identifying opportunities for water reuse.
- To develop a sustainable water management system through various techniques such as rain water harvesting, sewage treatment plants etc.

6. Procurement

- To promote life cycle thinking in the procurement of goods and services.
- To work with suppliers to promote sustainable resource management practices.


Registrar
SGT University
Budhera, Gurugram

7. Transport

- To implement sustainable transport practices across all activities with the aim of achieving the University's carbon reduction targets.

8. University Estate

- To develop and implement a University estate strategy based on sound environmental and sustainability principles.
- To manage the University estate with a view to protect natural habitats and enhancement of biodiversity wherever possible.
- To require a sustainable construction plan for any new University development and refurbishment project.

Policy Evaluation and Activity Monitoring:

The main responsibility for implementation of this policy lies within the Authorities of the University and the Vice-Chancellor as the University's Chief Executive. The Environmental Committee nominated by the Vice-Chancellor will actively monitor the performance of Faculty and Department in the implementation of the aims and objectives of this Policy in the activities under their control and work on the overall environment and sustainability of the university in liaison with different department heads. The committee will monitor, audit and provide recommendations as and when required to be implemented within the University premise.

The Deans/ Principle of Faculty and the Heads of the Departments are responsible for ensuring the compliance with University Environment Policy within their area of control and report to the centrally constituted Environmental Committee of SGT University. All Faculty and Departments are required to make arrangements for promoting environmental awareness and dealing with environmental impacts encountered within their sphere of activities.

Whilst the University accepts the main responsibility for implementation of this policy, each individual plays a vital role by co-operating with those members that are responsible for safeguarding the environment. Individuals are required to abide by rules and requirements made under the authority of this policy.




Registrar
SGT University
Budhera, Gurugram