

City University Reopening Plan / Sops' Fall 2020

As per the directives of Govt of Pakistan, HEC and HERA the University shall be opened w.e.f. September 15, 2020 for the following semesters under the Sops' as notified by the Government of Pakistan/HEC/HERA from time to time.

- Undergraduate Students of First and Seventh semester shall have on-campus classes and labs.
- Students of Third and Fifth semester shall have online classes, however labs will be conducted at the Campus as per threshold set by HEC i.e. 30-35 %.
- They shall receive timetable, Software Accounts, Course Material and other course related details through their respective departments and LMS •
- The 1st phase of the online classes shall continue till October 16, 2020.
- Semester and the arrangements of classes/labs after October 16, 2020 shall be announced accordingly as per the instructions received from HEC. The University shall make all possible efforts to bring the entire student community on campus for face to face education, if so, permitted by the HEC.
- Mid-terms and Final-terms exams for all courses (online and on campus) shall be arranged accordingly.
- Undergraduate examinations shall be held after 8th and 9th weeks of academics for undergraduate and graduate programs, respectively.
- Students not willing to opt for online education may apply for semester break and this period shall not be counted in their normal degree duration. Such students shall continue with their scholarships after joining the University, if it is already awarded to them.
- Students registered in graduate courses both new intake and ongoing programs shall have their classes on Campus /online for Fall-2020.
- The attendance shall be marked both for Online and On Campus students as per standard practice of university.
- Graduate students involved in research activities can visit the Campus on special permission by the competent authority. In this respect, they can drop an e-mail to the HoD concerned.
- Dr. Amir Nadeem, Chief Proctor has been declared as Designated Authority of the University who has been entrusted with the authority to allow the students to attend the University.

- Only those students shall be allowed to attend the university, who shall submit an Affidavit declaring their good health conditions and their willingness to rejoin the University.
- Entry to the Campus shall be restricted through the main gate only after thorough screening (thermal gun)
- Wash basin/sanitizer has been installed at the main gate of the University to disinfect the entrant.
- Temperature of entrant shall be monitored, anyone having body temperature above 37 OC shall not be allowed.
- A Control Room has been established prior to the start of the Fall-2020 semester for the observation of COVID-19 suspect cases.
- Registrar shall be the In-charge of Control Room and the following staff members have been deputed in the Control Room: -
 1. Mr. Muhammad Shakir, Deputy Registrar (E)
 2. Dr. Hafeez ur Rehman, Medical Officer
 3. Mr. Bilal Qasim, Micro Biologist
 4. Mr. Tauseef Jamal Shah, Assistant Director (QEC)
 5. Mr. Adnan Fayyaz, System Administrator (IT)
- In case of any suspected Corona case, a complete history of possible contacts of such person with others shall be traced by the Control Room and they shall be informed accordingly. Such people shall be advised not to attend the University for at least 3 days, and observe all necessary precautionary measures.
- In addition to the Control Room Committee, the following Monitoring Committee is constituted which will ensure the implementation of Sops' on the Campus: -
 1. Engr. Dr. Mehboob Alam, Dean Engineering & Architecture
 2. Dr. Farhad Ali, Dean of Sciences
 3. Brig (R). Dr. Muhammad Younes Dean of Education & Arts
 4. Dr. Aamir Nadeem, Dean of Management Sciences
 5. Mr. Abdur Rasheed, Deputy Director Admin
- Standees/Notices/Posters indicating precautionary measure already placed at various places within the Campus and on the students' portal/website.
- Students are advised to have their Face Masks before entering to the Campus. However, for their facilitation, Masks shall also be available at the entry barrier to purchase.
- Cafeteria employees COVID test has been administered and individual report is available in their personal files.
- For other staff a request vide letter # 141/2020 dated September 15, 2020 has already been sent to DHO office Health Department.

- Proper social distancing has been ensured in all the classrooms and laboratories.
- Hand Sanitization shall be carried out before entering in the laboratories and Computer Labs by an official of the University. Additionally, a sanitizer will also be available in each work bench of the laboratory.
- University van shall be available as per the schedule. Students are advised to wear the Face Mask while traveling, and no one shall be permitted without face mask.
- Availability of hand sanitizers on all the floors in every block is made available and its maintenance and refilling shall be ensured by the Assistant Director (Admin)
- Daily sterilization and disinfection of the campus shall be carried out and Deputy Director (Admin) shall be responsible for this assignment.
- In case of emergency, a Corona suspected case can be shifted to the nearby LRH/MMC for urgent medical assistance. Students not complying to the Sops' shall be debarred from attending the classes/labs.
- Any other instruction/guideline issued by the competent authority in this regard from time to time.

"Pictorials of the Observance of SOPs Regarding COVID-19 in Campus"





Issued from the office of the Vice Chancellor