

2019-20

DELHI TECHNOLOGICAL UNIVERSITY

Established by Govt. of Delhi vide Act 6 of 2009
(FORMERLY DELHI COLLEGE OF ENGINEERING)

Shahbad Daulatpur, Bawana Road, Delhi-110042

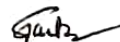
F. No. DTU/SO/01/2020/Engifest/366

Dated: 11.2.2020

CIRCULAR

As already aware that "The cultural council, DTU" is organizing **ENGIFEST- 2020** from 14th to 16 February, 2020, so for the smooth functioning of this mega event, the following instructions/guideline should be strictly followed:

1. All Faculty members/Staffs/Residents/students and all the stakeholders of the University are requested to keep their Identity Cards along with them to avoid any inconveniences.
2. In view of limited space available inside the University campus, all students are requested to avoid their own vehicles (specially Four wheelers etc.) during this mega event. Please use the public transport during this time.
3. It is advised that all the vehicles should be parked at designated parking place only.
4. The speed of the vehicles should be restricted to 20 KMPH inside campus area.
5. Use of Alcohol/Liquor or any type of drugs are strictly prohibited, the strict action will be taken against the culprits.
6. The safety of personal belongings (like Mobile, Laptops, hand bags, ornaments and others valuable items) should be at your own risk.
7. Please don't touch any suspicious items and if found please do report to security office.
8. Security helpline No's- 011-27299376/9992603712/8506866090/9871224814.
9. In case any medical contingency call ambulance (Sh. Mukesh Kumar, Driver M. N. 9821081588/9136126190).
10. Please Co-operate with security staff's during security checks.



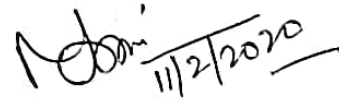
(Prof. Samsher)
Registrar

Dated:

F. No. DTU/SO/01/2020/Engifest/366

Copy to:-

1. PA to V.C. for information to Hon'ble Vice Chancellor.
2. Registrar, DTU
3. All Deans HoD's and Branch Incharges.
4. Control Room (Security) Main Gate, DTU.
5. Sh. Mukesh Kumar, Driver
6. All Notice Boards and Guard File.


11/2/2020

(Dr. Nitin Puri)
Security Officer

94/c

Delhi Technological University
Established under Govt. of Delhi Act 6 of 2009
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Shahbad Daulatpur, Bawana Road, Delhi - 110042

F. No. DTU/Security/01/2020/Circular/365

Dated: 11.2.20

CIRCULAR

To ensure the security, safety and to avoid any accidents inside the campus, all Residents/ Employees/Staff Members/Students/Visitors are requested to keep the speed of their respective vehicles upto 20 KMPH and restrict themselves upto 2 personnel at a time on a bike/scooter/two wheelers.

The strict disciplinary action will be taken against defaulters found violating the mentioned rules and regulations.


(Prof. Samsher)
Registrar

F. No. DTU/Security/01/2020/Circular/365
Copy to:

Dated: 11.02.2020

1. PA to VC for kind information of Hon'ble Vice Chancellor DTU.
2. Registrar, DTU.
3. All Deans, HoD's and Branch Incharges.
4. Head C.C. with request to upload on University website.
5. Control Room (Security), Main Gate, DTU.
6. Sh. Satpal Singh, Assistant Security Officer(NSSA).
7. Sh. A. K. Chauhan, Dy. Security Officer.
8. All Notice Board.
9. Guard File.


11/2/2020

(Dr. Nitin Puri)
Security Officer

Delhi Technological University
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Shahbad Daulatpur, Bawana Road, Delhi – 110042

F. No. DTU/Security/01/2020/Circular/ 364

Dated: 11.02.2020

CIRCULAR

All the stakeholders of the University are hereby informed that in case of any security related issues, the following persons may be contacted:-

- | | |
|--|------------------------------------|
| 1. Control Room (Security), Main Gate, DTU | : 011-27299376 & Intercom No. 1105 |
| 2. Supervisor on duty, 24x7 (NSSA) | : 9817160668 |
| 3. Sh. Satpal Singh, Assistant Security Officer (NSSA) | : 9992603712 |
| 4. Sh. A.K. Chauhan, Dy. Security Officer, DTU | : 8506866090 |
| 5. Dr., Nitin Puri, Security Officer, DTU | : 9871224814 |

This information may please be communicated to all the concerned also.

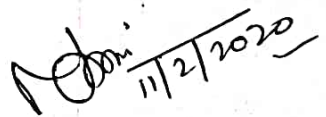

(Prof. Samsher)
Registrar

Dated: 11.02.2020

F. No. DTU/Security/01/2020/Circular/364

Copy to:

1. PA to VC for kind information of Hon'ble Vice Chancellor DTU.
2. Registrar, DTU.
3. All Deans, HoD's and Branch In-charges.
4. Head C.C. with request to upload on University website.
5. Control Room (Security), Main Gate, DTU.
6. Sh. A. K. Chauhan, Dy. Security Officer.
7. Sh. Satpal Singh, Assistant Security Officer (NSSA).
8. All Notice Boards.
9. Guard File


(Dr. Nitin Puri)
Security Officer

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F. No. DTU/Security/01/2020/Circular/ 363

Dated: 10/2/2020

CIRCULAR

With reference to circular no. DTU/Security/01/2019/Circular/262 dated.07-05-2019, it is again informed that All Residents/Employees/Staff Members/Students are requested to keep their identity cards with them, with a view to effectively monitor the security in the university campus. So, it should be religiously followed by all the stakeholders of the university. It is also mandatory that their vehicles (Car/Scooter & Bikes) should have respective stickers issued from security office. Those who are not having stickers on their vehicles till date are again requested to collect it from security office by given the self attested copies of RC/Driving Licence/Photo Identity Card up to 13th Feb. 2020 to avoid any inconvenience.

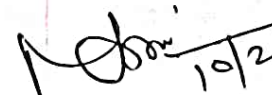
This is issued to ensure the security in the university during ENGIFEST 2020.


(Dr. Nitin K. Puri)
Security Officer

F. No. DTU/Security/01/2020/Circular 363
Copy to:

Dated: 10/2/2020

1. PA to VC for kind information of Hon'ble Vice Chancellor of DTU.
2. Registrar, DTU.
3. All Deans, HoDs and Branch Incharges.
4. Control Room (Security), Main Gate, DTU.
5. Sh. Satpal Singh, Assistant Security Officer (NSSA).
6. All Notice Board.
7. Guard File


(Dr. Nitin K. Puri)
Security Officer

84/

Delhi Technological University
Established under Govt. of Delhi Act 6 of 2009
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F. No. DTU/Transport/01/2019/Circular/322/

CIRCULAR

Dated: 08/8/19

All the stakeholders of the University are hereby informed that in case of any requirement of University **Ambulance** the following persons may be contacted:-

- | | | |
|---------------------------------------|---|---------------------------------|
| 1. Sh. Mukesh Kumar, Driver | : | 9821081588 & 9136126190 |
| 2. Control Room (Security), Main Gate | : | 011-27299376 & Intercom No.1105 |
| 3. Supervisor on duty (24x7) | : | 9817160668 |

This information may please be communicated to all the concerned also.

Nitin Puri
08/8/19

o/c
2/8/19
(Dr. Nitin Puri)
Transport Officer

Dated: 08/8/19

F. No. DTU/Transport/01/2019/Circular/322
Copy to:

1. PA to VC for kind information of Hon'ble Vice Chancellor DTU.
2. PA to Pro VC for kind information of Pro Vice Chancellor DTU.
3. Registrar, DTU.
4. All HOD's and Branch In-charges.
5. Head C.C. with request to upload on University website.
6. Control Room (Security), Main Gate, DTU.
7. Sh. Satpal Singh, Assistant Security Officer.
8. Sh. A. K. Chauhan, Transport Consultant.
9. All Notice Boards.
10. Guard File

Nitin Puri
08/8/19

o/c
2/8/19
(Dr. Nitin Puri)
Transport Officer

86/c

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F.DTU/TO/Circular/2019/ 352

Dated: 25/10/19

Circular

With ref. to the circular No.F.DTU/Reg./Circular/2017-18/118 dated 27-09-2018 regarding the timings of University Bus Regt.No DL-1PC-3419 (35 Seater) to Badli and Rithala Metro station is as follows:-

Sl. No.	Particulars	Timings	Remarks
	Morning		
01.	1 st Trip from Badli to DTU	8:50 am	Students of DTU
02.	2 nd Trip from Rithala to DTU	9:20 am	Students/Staff's of DTU
03.	3 rd Trip from Badli to DTU	9:50 am	Students of DTU
	Evening		
01.	1 st Trip from DTU to Badli	4:00 pm	Students of DTU
02.	2 nd Trip from DTU to Badli	4:30 pm	Students of DTU
03.	3 rd Trip from DTU to Badli	5:00 pm	Students of DTU
04.	4 th Trip from DTU to Rithala	6:05 pm	Students/Staff's of DTU
05.	5 th Trip from DTU to Rithala	9:05 pm	B. Tech. Eve. Students of DTU

In case any adjustment in timing has to be carried out based on experience to cater to commuters to both the metro stations, the same will be notified later.

All student & staff using the bus are requested to maintain decorum and not get in to altercation with bus staff.

(Dr. Nitin Puri)
Transport Officer

Dated: 25/10/19

F.DTU/TO/Circular/2019/ 352

Copy to:

1. PA to VC for the kind information to the Hon'ble Vice Chancellor.
2. PA to Pro VC for the kind information to the Pro Vice Chancellor.
3. All Deans & HODs. - Request to display it prominently.
4. Registrar, DTU
5. Head CC- Request to upload on the University website.
6. Chief Warden/All Hostel Warden- Request to display it prominently.
7. Sh. Satpal, ASO (NSSA).
8. Sh. Ravinder Kumar, Driver (Mob. 9540499817)
9. Sh. Aryan Dahiya, Helper (Mob. 9911313805)

(Dr. Nitin Puri)
Transport Officer

78/c

Delhi Technological University
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Shahbad Daulatpur, Bawana Road, Delhi – 110042

F. No. DTU/Security/01/2019/Circular/262

Dated: 07/5/19

CIRCULAR

In view of forthcoming Lok Sabha General Election 2019 and this University earmarked for Strong Room / Counting Centre of Lok Sabha Constituency No.05 (North West Delhi),

It is informed that All Residents/Employees/Staff Members/Students are requested to keep their valid identity cards with them, with a view to effectively monitor the security in the University campus. So, it should be religiously followed by all the stakeholders of the University. It is also mandatory that their vehicles (Car/Scooter & Bikes) should have respective stickers issued from security office. Those who are not having stickers on their vehicles till date are again requested to collect it from security office by given the self attested copies of RC/Driving Licence/Photo Identity Card up to 9th May 2019 to avoid any inconvenience.

This is issued to ensure the security in the University during Lok Sabha General Election-2019


(Prof. Samsher)
Registrar

Dated:

F. No. DTU/Security/01/2019/Circular/262

Copy to:

1. PA to VC for kind information of Hon'ble Vice Chancellor of DTU.
2. PA to Pro VC for kind information of Pro Vice Chancellor of DTU.
3. Registrar, DTU.
4. All HODs and Branch Incharges.
5. Head CC with request to upload on University website.
5. Control Room (Security), Main Gate, DTU.
6. Satpal Singh, Assistant Security Officer.
7. A. K. Chauhan, Consultant (Security).
8. All Notice Board.
9. Guard File *all members*


(Dr. Nitin Puri)
Security Officer

10966/EL
8/5/19

Ministry/Department
दफ्तरी ग्राही सं०

Staff Car No.

Transport 1070.

DL. 11 CB-2685 (CIA2)

लाग
LOG

बुक
BOOK

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car
14/2/99	150/9	27	

[illegible][illegible]

Staff Car No.

DL-11 CB-2685 (CIAZ)

लाग
LOG

31 ਫ਼ਰਵਰੀ

बुक
BOOK

DIESEL/PETROL ACCOUNT

मार्ग क्र. Date	कि.मी. यात्रा / किलोमीटर नं. अनुसूचित गा.प. कि.मी. मंजूर Milemeter/Kilometer reading	डिजेल / मिटर (L) Diesel/Petrol (Litre)
20/8/2015	230.67	30

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी चली Mile/Kilometers Reading	गाड़ी कितने मील किलोमीटर घली Mile/Kilometers Covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (केवल गैर ड्यूटी यात्राओं के लिए) Period of detention Includes in cols. 2 and 3 of non duty journey's only	दफतरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम व पद Name and designation of Officer using staff car
	से From	तक To				
1	2	3	4	5	6	7
09/8/2019	8:AM	7:30AM	23103	65		V.C.
21/8/2019	8:AM	7:PM	23205	102		V.C.
22/8/2019	8:AM	7:PM	23270	65		V.C.
23/8/2019	8:AM	9:PM	23374	104		V.C.

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (if official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) signature of Officer using car his remarks (if any)	कार्य के निर्दिष्ट समय के बाद भी सड़क और खुदो के दिन गाड़ी इस्तेमाल करने की अधिकि No. of hours after normal duty hours or on Sunday and closed holidays
8	9	10	11
Set 22 To D.T. 4 To Set 22	OFFICALLY	<i>[Signature]</i>	
Set 22 To East cam PUS To Set 22	OFFICALLY	<i>[Signature]</i>	
Set 22 To D.T. 4 To Set 22	OFFICALLY	<i>[Signature]</i>	
Set 22 To cas Compustro Set 22	OFFICALLY	<i>[Signature]</i>	

Available from : *CAPITAL* Ph. : 26160194, 26187547

*वित्त मन्त्रालय के 31 अक्टूबर, 1960 के कार्यालय जापान एफ-3/(29) ई-11 (ए)/60 के द्वारा बदला गया।
*Substitute by M.F.O.M. No. F-3/(29) E-11 (A)/60 dated 31st October, 1960.

Ministry/Department.....

दफ्तरी गाड़ी सं०

Staff Car No.

DL. 11CB-2685 (CIA2)

अनु
ANNEX

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(See

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LOG

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milo/Kilometers Reading	मील/किलोमीटर कितने मील Milo/Kilometers covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (केवल गैर द्यूटी यात्राओं के लिए) Period of detention includes (in cols. 2 and 3 For non duty journey's only)	दफ्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम और पद Nature and designation Officer using staff car
	से From	तक To				
16/3/2020	7:AM	9:10PM	35435	65		V.C
17/3/2020	7:AM	9:PM	35500	65		V.C
18/3/2020	7:30AM	9:PM	35605	102		V.C
19/3/2020	7:AM	9:PM	35670	65		V.C
20/3/2020	7:AM	12:PM	35726	56		V.C

*विवर संश्लेष के 31 अक्टूबर, 1960 के कार्यनियम ज्ञापन एफ-3/(29) ई-11(ए)/60 के द्वारा बदला गया।

*Substitute by M.F.O.M. No. F-3/(29) E-11 (A)/60 dated 31st October, 1960.

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31 देखिए
31)

बुक
BOOK

डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

फॉर्म नं०-17
एच-263
M.F. (H.P.-17)
E-263

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometers Reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn, (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के इम्ताज़ Initials of Officer in Charge of Car
17/3/2020	35470	33	

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूर्ण विवरण) Purpose of Journey (if official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) Signature of officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after normal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम ई, उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer in Charge of vehicles his remarks (if any)
8	9	10	11	12
Dawarkha set 22 To D.T. 4 To Dawarkha set 22	Officially	Yusuf		Am
Dawarkha set 22 To D.T. 4 To Dawarkha a set 22	Officially	Yusuf		Am
Dawarkha set 22 To D.T. 4 To old set etavlat To Dawarkha set 22	Officially	Yusuf		Am
Dawarkha set 22 To D.T. 4 To Dawarkha set 22	Officially	Yusuf		Am
Dawarkha set 22 To DEPUTY C.M NIVAS To Dawarkha set 22	Officially	Yusuf		Am

Ministry/Department
दफ्तरी गाड़ी से

Staff Car No.

Transport (DTU)

DL-10 CA-2100 (H/CITY)

लाग
LOG

ANNEX
नियम
(See

URE 1
M.F(Exp.17)
31 देखिए

बुक
BOOK

2019

डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

एस-263
M-F (Exp 17)
S-263

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car
11/4/19	144259 KM	15	
15/4/19	144608 KM	25	

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Mile/Kilometers Reading	गाड़ी कितने मील किलोमीटर चली Mile/Kilometers Covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (केवल गैर द्यूटी यात्राओं के लिए) Period of detention Includes in cols. 2 and 3 of non duty journey's only	दफ्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम व पद Name and designation of Officer using staff car
	से From	तक To				
1	2	3	4	5	6	7
11/4/19	8 AM	8 PM	144284	98 KM.		P.V.C
21/4/19	8 AM	8 PM	144414	130 KM		
3/4	8 AM	8 PM	144493	79 KM.		
4/4	8 AM	8 PM	144576	83 KM		
5/4	8 AM	8 PM	144632	56 KM		
6/4	8 AM	8 PM	144717	85 KM.		
8/4	—	—	144803	86 KM		
9/4	8 AM	8 PM	144835	32 KM.		

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (if official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) signature of Officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after normal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम, उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer I/C of vehicles his Remarks (if any)	गाड़ी चालक के हस्ताक्षर Sig. of Driver
8	9	10	11	12	13
Mayapur to D.T. to Camp to to D.T. to Mayapur					Signature
Mayapur to D.T. to N.B.A. to D.T. to D.T. to Mayapur					Signature
Mayapur to D.T. to T.F. to D.T. to Mayapur					Signature
Mayapur to D.T. to Camp to D.T. to D.T. to Mayapur					Signature
Mayapur to D.T. to Camp to Mayapur					Signature
Mayapur to Airport to Mayapur to D.T. to Mayapur					Signature
Mayapur to Vignani Bhawan to D.T. to Mayapur					Signature
Mayapur to Airport to Mayapur to D.T. to Mayapur					Signature

Ministry/Department
कार्यवाही करने वाली
Staff Car No.

Transport / DTU.

DL 10 CA-2100 (H/CITY)

लाग
LOG

बुक
BOOK

2.19

नियम (See M.F (Exp. 17) 31 दफ्तर

डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

M-F (Exp 17)
S-263

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी घली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car
4/9/19	15176 km	25	
9/9/19	15192 km	35	
13/9	15168 km	20	

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी घली Mile/Kilometers Reading	गाड़ी कितने मील किलोमीटर घली Mile/Kilometers Covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (केंद्रीय गैर द्यूटी यात्राओं के लिए) Period of detention Includes in cols. 2 and 3 of non duty journey's only	दफ्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम व पद Name and designation of Officer using staff car
	से From	तक To				
29/11/19	8AM	8PM	151068	89 km		
30/11/19	8AM	8PM	151122	54 km		
4/12/19	8AM	8PM	151912	90 km		
5/12/19	8AM	8PM	151965	53 km		
6/12/19	8AM	8PM	151377	112 km		
9/12/19	8AM	8PM	151475	98 km		
11/12/19	8AM	8PM	151529	54 km		
12/12/19	8AM	9AM	151627	98 km		
13/12/19	8AM	3PM	151704	77 km		

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (If official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) signature of Officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after nominal duty hours on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम, उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer I/C of vehicles his Remarks (if any)	गाड़ी चालक के हस्ताक्षर Sig. of Driver
Mayapur to D.T. to Delhi					
Mayapur to D.T. to Delhi					
Mayapur to N.B. to Delhi					
Mayapur to D.T. to Delhi					
Mayapur to D.T. to Delhi					
Mayapur to D.T. to Delhi					
Mayapur to D.T. to Delhi					
Mayapur to D.T. to Delhi					
Mayapur to D.T. to Delhi					
Mayapur to D.T. to Delhi					

*वित्त मंत्रालय के 31 अक्टूबर, 1960 के कार्यालय आदेश-3/29) ई-11 (ए)/60 के द्वारा बदला गया।
*Substitute by M.F.O.M. No. F-3/29) E-11 (A)/60 dated 31st October, 1960.

Staff Car No..

April 2019

DL 4 CNB- 4918 (SCORPIO)

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M.F(Exp.17)
31 देखिए

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वित्त स० ध्यय-17
एस-263

M-F (Exp 17)
S-263

डीजल/पैट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car
11/4/19		45	
1			

तारीख Date	समय Time		मीलमीटर/किलोमीटर के अनुसार गाड़ी कितनी घली Mile/Kilometers Reading	गाड़ी कितने मील किलोमीटर घली Mile/Kilometers Covered	खाना दो और तीन न दिखाया गया गाड़ी के इस्तेमाल का समय (कैबल गैर द्यूटी यात्राओं के लिए) Period of detention includes in cols 2 and 3 of non duty journey's only	दफ्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम व पद Name and designation of Officer using staff car
	से From	तक To				
1	2	3	4	5	6	7
11/4/19	8:00	7:00	156,033	60	East Campus to DTU to East Campus	HOD
2/4/19	8:00	6:00	156093	60	East Campus to DTU to East Campus	HOD
4/4/19	9:00	5:00	156153	60	East Campus to DTU to East Campus	HOD
5/4/19	9:00	6:00	156213	60	East Campus to DTU to East Campus	HOD
6/4/19	9:00	5:00	156273	60	East Campus to DTU to East	

[illegible]

Staff Car No..

DL. 4 CNB- 4918 (SCORPIO)

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एस-263

M-F (Exp 17)
S-263

डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

DIESEL/PETROL ACCOUNT		3-200
तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)
		गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी घली Mile/Kilometers Reading	गाड़ी कितने मील किलोमीटर घली Mile/Kilometers Covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (केवल गैर दफ्ती यात्राओं के लिए) Period of detention includes in cols. 2 and 3 of non duty journey's only	दस्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम व पद Name and designation of Officer using staff car
	से From	तक To				
11/11/19	9:08 AM	8:08 PM	160375	45	00 6 म E.K.M. 15.	O.S.D. (S)
21/11/19	9:08 AM	6:00 PM	160437	62		Narath HOD Examination
22/11/19	9:15 AM	6:45 PM	160497	60		Mangaj Varma
23/11/19	9:23 PM	7:05 PM	160549	49		H.O.D.

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (If official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) signature of Officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after nominal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम, उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer I/C of vehicles his Remarks (if any)	गाड़ी चालक के हस्ताक्षर Sig. of Driver
8	9	10	11	12	13
EAST. CAMPUS to. GAZIABAD to. EAST CAMPUS	officer duty	✓			R.P. Singh
EAST. CAMPUS to. D.T.U. to EAST. CAMPUS	Exam copy.	✓ 7.12.5			R.P. Singh
EAST. CAMPUS. to. D.T.U. to EAST. CAMPUS	Examination	✓ 7.12.5			R.P. Singh
EAST. CAMPUS to D.T.U. to EAST. CAMPUS	Officer duty	✓ 7.12.5			R.P. Singh

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डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

Staff Car No. DL-4CNB-918 (SCORPIO)

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तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी घली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car

[illegible]

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (if official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) signature of Officer using car his remarks (if any)	कारण के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after nominal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के उसकी टी टिप्पणी यदि हो तो Initials of Off of vehicle Remarks (if any)	13
8	9	10	11	12	
EAST CAMPUS to D.T.U. to AU. BLOK. to RING ROAD PITAMPURA-34 to EAST CAMPUS	official duty	Chakraborty			K. S. K.
EAST CAMPUS to D.T.U. to EAST CAMPUS	official duty	Puneet			K. S. K.
EAST CAMPUS to D.T.U. to EAST CAMPUS	official duty	Chakraborty			K. S. K.

Ministry/Department
दफ्तरी गाड़ी से

Staff Car No.

Transport / 370

DL 5CD-9925 (VAN)

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एस-263
M-F (Exp 1
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डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के न के हस्ताक्षर Initials of Officer I/C of Car
25/11	92509	30	

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Mile/Kilometers Reading	गाड़ी कितने मील किलोमीटर चली Mile/Kilometers Covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (कवल गैर ड्यूटी यात्राओं के लिए) Period of detention includes in cols 2 and 3 of non duty journey's only	दफ्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम व पद Name and designation of Officer using staff car
	से From	तक To				
22/11	7:00	6:00	92449	90		121
25/11	9:00	6:00	92509	60		P97
26/11	9:00	6:00	92549	40		P97
27/11	9:00	9:00	92689	140		V.C

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (if official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) signature of Officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after normal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम, उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer I/C of vehicles his Remarks (if any)	गाड़ी चालक के हस्ताक्षर Signature of Driver
8	9	10	11	12	13
D.K. to D.T.U. to Raj. Mission to D.T.U.	official duty.	Signature			A
D.T.U. to High Court to D.T.U.	official duty.	Signature			P.
D.T.U. to T.T. to P.O. to D.T.U.	official duty.	Signature			P.
D.T.U. to P.O. to P.O. to P.O.	official duty.	Signature			P.

Ministry/Department
दफ्तरी गाड़ी से

Staff Car No.

Transport < DTU

DL-50-9975 (M/VAM)

लाग
LOG

2020

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Mile/Kilometers Reading	गाड़ी कितने मील किलोमीटर चली Mile/Kilometers Covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (केवल गैर दफ्तरी यात्राओं के लिए) Period of detention includes in cols 2 and 3 of non duty journey's only	दफ्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम व पद Name and designation of Officer using staff car
	से From	तक To				
13/3	8:00	6:00	98543	30		R&I
16/3	8:00	6:00	98623	80		R&I
17/3	8:00	6:00	98693	70		R&I
18/3	9:00	6:00	98718	25		T.O

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M.F(Exp.17)
31 देखिए

बुक
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डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

वित्त रा० व्यय-17
एस-263
M-F (Exp 17)
S-263

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometer reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (if official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) signature of Officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after normal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer I/C of vehicles his Remarks (if any)	गाड़ी चालक के हस्ताक्षर Sig of Driver
DTU to T.T to DTU	official duty				
DTU to G.P to DTU	official duty				
DTU to P.O.13 to Pension Cell to Kach Gach to DTU	official duty				
DTU to DTU official	official duty				

अनु
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Ministry/Department **TRANSPORT (DTU)**
इफतरी गाड़ी सं० **DL-1PC-3419 (S/M-BUS)**
Staff Car No.

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी किताबी चली Miles/Kilometers Reading	गाड़ी किताबे मील किलोमीटर चली Miles/Kilometers covered	खाने से और तीन घंटे दिखाया गया गाड़ी के इस्तेमाल का समय (कंसन और द्यूरी यात्राओं के लिए) Period of detention includes (in cols 2 and 3 For non duty journey's only)	इफतरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम और पद Nature and Designation Officer using Staff car
	से From	तक To				
11/1/17	5:45	7:00	40286	10 Km.	Morning	Student/Staff
			40296	6 Km.	Evening	
			40302	11 Km.	" "	
12/1/17	8:45	7:00	40313	10 Km.	Morning	//
			40323	6 Km.	Evening	
			40329	10 Km.	" "	
15/1/17	8:45	7:00	40339	11 Km.		Death Case
17/1/17	8:45	7:00	40380	10 Km.	Morning	Student/Staff
			40390	6 Km.	Evening	
			40396	10 Km.	" "	
11/1/18	8:45	7:00	40406	10 Km.	Morning	//
			40416	8 Km.	Evening	
			40421	10 Km.	" "	

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डीजल/पेट्रोल का हिसाब
D'ESL/PETROL ACCOUNT

फैट सं. अनु-17
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तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी किताबी चली Milemeter/Kilometers Reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के इन्सालर Initials of Officer I/C of Car

दिन इन्सालर की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूर्ण विवरण) Purpose of Journey (If official full details)	गाड़ी का उपयोग करने वाले अधिकारी के इन्सालर डायरी टीका टिप्पणी (यदि हो तो) Signature of officer using car his remarks (if any)	काम के नियमित समय के बाद भी रखना और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after normal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम है, डायरी टीका टिप्पणी यदि कोई हो तो Initials of Officer I/C of vehicles his remarks (if any)
DTU to Rithala to DTU				Ravinder
DTU to Badli to DTU				
DTU to Rithala to DTU				
DTU to Rithala to DTU				Ravinder
DTU to Badli to DTU				
DTU to Rithala to DTU				
DTU to Village Murga				Ravinder
Dabas death Case				
to DTU				
DTU to Rithala to DTU				Ravinder
DTU to Badli to DTU				
DTU to Rithala to DTU				
DTU to Rithala to DTU				Ravinder
DTU to Badli to DTU				
DTU to Rithala to DTU				

Ministry/Department... Transport / DTU
 इफ्तरी गाड़ी सं. DL-1PC-3419 (S.M. BUS)
 Staff Car No.

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ANNEX

नियम
(See)

लाग
LOG

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milo/Kilometers Reading	गाड़ी कितने मील किलोमीटर चली Milo/Kilometers covered	खाना दो और तीन में दिखाया गया गाड़ी के इस्तेमाल का समय (केवल गैर द्यूटी यात्राओं के लिए) Period of detention includes (in cols. 2 and 3 For non duty journey's only)	इफ्तरी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम और पद Nature and designation Officer using staff car
	से From	तक To				
9/12/17	8:00	7:00	43910	10 Km.	Morning	Student/Staff
			43920	5 Km.	Evening	
			43925	10 Km.	" "	
10/12/17	8:00	7:00	43935	5 Km.	Evening	" "
			43940	10 Km.	" "	
11/12/17	8:00	7:00	43950	10 Km.	Morning	
			43960	10 Km.	Evening	
13/12/17	8:00	7:00	43970	10 Km.	Morning	" "
			43980	5 Km.	Evening	
			43985	10 Km.	" "	
16/12/17	8:00	7:00	43995	10 Km.	Morning	" "
			44005	10 Km.	Evening	
17/12/17			44015	10 Km.	Morning	" "
			44025	10 Km.	Evening	

बन्व 1
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31 देखिए
31)

बुक
BOOK

डिजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

फै ० नं १११-१७
एन-२६३
M.F. (Exp-17)
१-२६३

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी कितनी चली Milemeter/Kilometers Reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer UC of Car
17/12/17	44018	44: 90519	①

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूरा विवरण) Purpose of Journey (if official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) Signature of officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after normal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम है, उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer UC of vehicles his remarks (if any)
8	9	10	11	12
D.T.U to Rithala to D.T.U				Rawinder
" " Radli " "				
" " Rithala " "				
D.T.U to Badli to D.T.U				Rawinder
" " Rithala " "				
D.T.U to Rithala to D.T.U				Rawinder
" " " " "				
D.T.U to Rithala to D.T.U				Rawinder
D.T.U to Radli to D.T.U				
D.T.U to Rithala to D.T.U				
D.T.U to Rithala to D.T.U				Rawinder
" " " " "				
D.T.U to Rithala to D.T.U				Rawinder
" " " " "				
D.T.U to Rithala to D.T.U				Rawinder
" " " " "				

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ANNEX

नियम
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Ministry/Department.....
रफ़्तारी गाड़ी सं. DL. 1PC. 3419 (S.M. BUS)
Staff Car No.

तारीख Date	समय Time		मीलमापी/किलोमीटर के अनुसार गाड़ी किन्ती चली Mile/Kilometers Reading	गाड़ी किन्ती मील किलोमीटर चली Mile/Kilometers covered	खाने से और तीन घंटे तक गाड़ी के इस्तेमाल का समय (डॉक्टर के दफ़्ती चक्रों के लिए) Period of duration includes (in cols. 2 and 3 For non duty journey's only)	रफ़्तारी गाड़ी का इस्तेमाल करने वाले अधिकारी का नाम और पद Name and designation Officer using staff car
	से From	तक To				
6/3/20	8:00	7:00	45789	10 Km.	Morning	Student/ Staff
			45799	5 Km.	"	
			45804	5 Km.	Evening	
			45809	10 Km.	"	
11/3/20	8:00	7:00	45819	5 Km.	Evening	"
			45824	10 Km.	"	
12/3/20	8:00	7:00	45834	10 Km.	Morning	"
			45844	5 Km.	"	
			45849	5 Km.	Evening	
			45854	10 Km.	"	
13/3/20	8:00	7:00	45864	10 Km.	Morning	"
			45874	5 Km.	"	
			45879	5 Km.	Evening	
			45884	10 Km.	"	
			45894			

*विन मन्त्रालय के 31 अक्टूबर 1960

(29) 4-11(ए)/60 के द्वारा बदला गया।

October, 1960

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31 देखिए
31)

बुक
BOOK

डीजल/पेट्रोल का हिसाब
DIESEL/PETROL ACCOUNT

पेट्रोल खर्च 17
रुपये 26.3
M.F. (Exp. 17)
रुपये 26.3

तारीख Date	मीलमापी/किलोमीटर के अनुसार गाड़ी किन्ती चली Milemeter/Kilometers Reading	लिया हुआ पेट्रोल (लीटर) Diesel/Petrol drawn (Litres)	गाड़ी के व्यवस्था अधिकारी के नाम के हस्ताक्षर Initials of Officer I/C of Car
11/3/20	45827	44.203/89	Q

जिन स्थानों की यात्रा की गई Places Visited	यात्रा का उद्देश्य (यदि यात्रा सरकारी हो तो पूर्ण विवरण) Purpose of Journey (If official full details)	गाड़ी का उपयोग करने वाले अधिकारी के हस्ताक्षर उसकी टीका टिप्पणी (यदि हो तो) Signature of officer using car his remarks (if any)	काम के नियमित समय के बाद भी रविवार और छुट्टी के दिन गाड़ी इस्तेमाल करने की अवधि No. of hours after normal duty hours or on Sunday and closed holidays	गाड़ी की व्यवस्था अधिकारी के नाम है, उसकी टीका टिप्पणी यदि कोई हो तो Initials of Officer I/C of vehicles his remarks (if any)
D.T. to Rithala to D.T.				Ravinder
" " Badli " "				
" " " " "				
" " Rithala " "				
D.T. to Badli to D.T.				Ravinder
" " Rithala " "				
D.T. to Rithala to D.T.				Ravinder
" " Badli " "				
" " " " "				
" " Rithala " "				
D.T. to Rithala to D.T.				Ravinder
" " Badli " "				
" " " " "				
" " Rithala " "				













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	Pages	
	Signature of authorizer/HOD	

DELHI TECHNOLOGICAL UNIVERSITY
Established by Govt. of Delhi vide Act 6 of 2009
(FORMERLY DELHI COLLEGE OF ENGINEERING)
Shahbad Daulatpur, Bawana Road, Delhi-110042

2020-2021

Security Branch

Quality Policy

The security branch is committed to maintain safe and secure environment for work and study, keeping proper record of the visitors with utmost accuracy, prevent unlawful activities within the campus. The activities of the security branch are conducted in accordance with the provisions of the acts, statues, ordinances, rules & regulations of the University and in coordination with the local police and other government bodies.

In case any grievance/assistance/feedback, following officers may be contacted:-

S. No.	Name & Designation	Contact No.
1.	Sh. Nitin Kumar Puri, Security Officer	9871224814
2.	Sh. A. K. Chauhan, Dy. Security Officer	8506866090
3.	Sh. Shri Pal Singh, Asstt. Security Officer (NSSA)	9992603712
4.	Supervisor, on duty (24x7)	9817160668
5.	Security Control Room, Main Gate DTU	011-27299376

(Dr. Nitin K. Puri)
Security Officer

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Abbreviations:

- DGR: Director General of Rehabilitation
- NSSA: Neha Shukla Security Agency
- CCTV: Closed Circuit Television
- DFMD: Door Frame Metal Detector
- DTU: Delhi Technological University
- VIP: Very Important Person
- SO: Security Officer
- DSO: Dy. Security Officer
- ASO: Assistant Security Officer
- CA: Competent Authority
- GA: General Administration

1. Introduction:

The security branch is the immune system of the University. They are responsible for the security of people and property inside the university campus. It is constituted of an efficient team of dedicated security personnel, and very righteous and decisive Security Officer and Security Consultant. Their indefatigable and vigilant nature ensures the safety & security of all the students, VIPs, teaching & non-teaching staff, guest and visitors within the campus. They also take care of the safety of buildings, equipment, and other infrastructure of the university.

In case of breach of security or violation of security protocols, the individuals involved are strictly dealt with.

Delhi Technological University and East Delhi Campus are committed to provide a safe place for all residents, staff's employee, and students to study, work, live and visit. Each of our campuses has a trained and dedicated team of Security professionals and is able to guide you with general queries and security issues. With guard patrols and CCTV monitoring, this team works actively to solve issues before they become a problem. Safety and Security process is a team effort and needs to be the responsibility for your own safety.

[Security Department]

Revision: Ver. 1.0

Date: 04-04-2018

Doc Number:

Conforms to ISO-9001:2015

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2. Amendments:

This is the first document and the amendments if any can be made with the approval of Competent Authority.

Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First draft] – [Security]

3. Purpose:

3.1 Welcome

The Security Department ensures the safety and security of people and property inside DTU and the East Delhi campus. They provide special security to the VIPs of the university, perform regular patrolling to maintain a safe environment for students and staff members, keep record of the visitors entering and leaving the university, ensure obedience of security protocols, prevent trespassing and smuggling, prevent indulgence of university students or employees in unlawful activities and efficiently coordinate local governing bodies in prosecution of defaulters in case of security breach.

- Establishment of a security agency.
- Preparation and assessment of an annual risk factors.
- Identification of long-term and short-term needs.
- Integration of duties in planning process among administrators, teachers, local police and students.
- Implementation of strategies for response to identified needs.

3.2 Quality Policy

The security branch is committed to maintain a safe and secure environment for work and study, keeping proper record of the visitors with utmost accuracy, prevent unlawful activities within the campus. The activities of the security branch are conducted in accordance with the provisions of the Acts, Statutes, Ordinances, and Rules & Regulations of the University, and in coordination with the Local Police and other governing bodies.

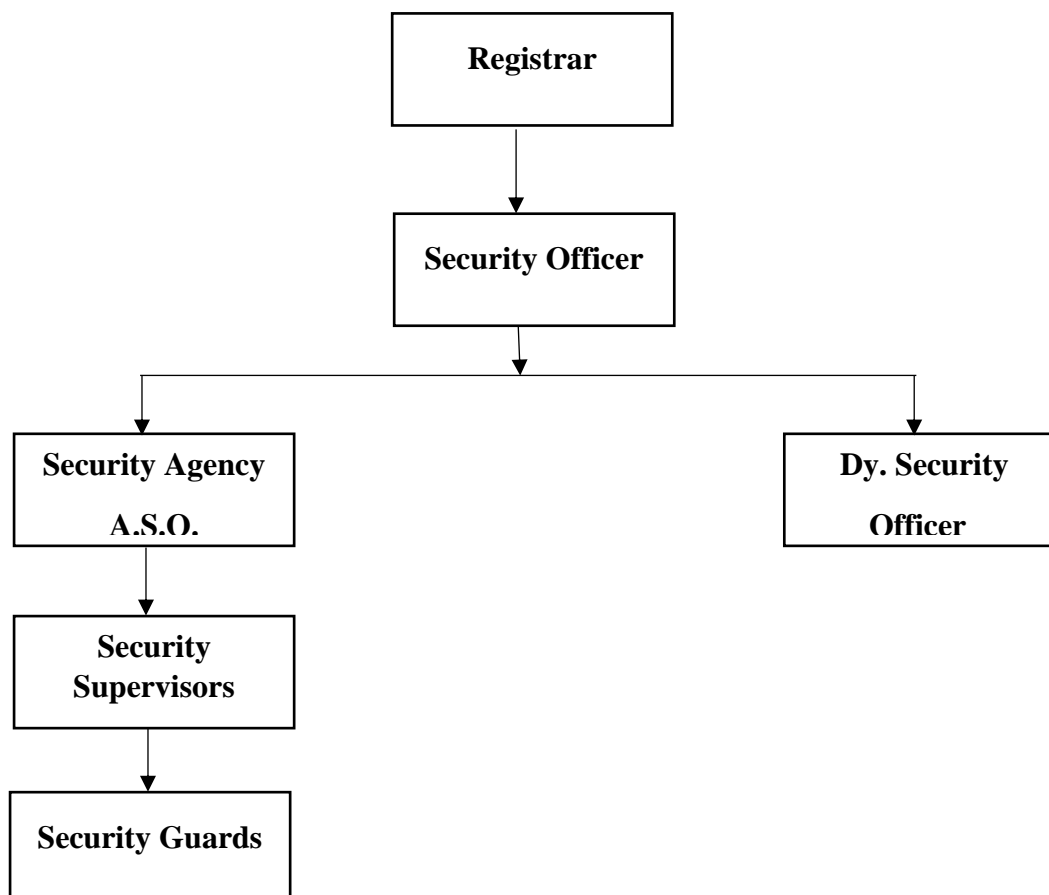
4. Responsibilities:

4.1 Context of the Organization

4.1.1 Organization Chart

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Organization chart of the Security Department



4.1.2 Responsibilities and Authorization

Designation	Responsibilities	Authority
Registrar	<ol style="list-style-type: none"> 1. To manage all security activities of the university. 2. To monitor and control of the security matters to keep the environment safe and secure in the university. 	<ol style="list-style-type: none"> 1. Issues Notices, Circulars related to Security. 2. Sanction approvals.

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Security Officer	<ol style="list-style-type: none"> 1. To maintain lawful, secure, ragging-free and harassment-free environment in the campus. 2. To monitor physical safety of buildings by instructing the guards for locking and unlocking the doors. 3. To ensure whether the hazardous equipment in laboratories are being handled as per safety instruction. 4. To maintain the vigilant patrolling inside the campus to ensure personal, building and equipment security. 5. To take stern action in case of breach of security or violation of security protocols. 6. To prevent trespassing or unauthorized entry by a person or group of persons. 7. To prevent smuggling of equipment into or out of the campus. 8. To deploy extra security guards in case of special events such as college festivals, 	<ol style="list-style-type: none"> 1. Decision making for issuing Notices and Circulars

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	<p>convocation, conferences, etc.</p> <p>9. To provide for sufficient resources and security equipment for efficient implementation of law.</p> <p>10. Conducting surprise checking in order to ensure the sincerity among guards towards the fulfillment of their duties as per directions and protocol.</p> <p>11. To coordinate with police, fire safety department, and paramedics in case of accidents, acts of violence or any instance of infringement of civil law.</p>	
Dy. Security Officer	<p>1. He has the responsibility of ensuring formulation, implementation and maintenance of Security Policies and Procedures.</p> <p>2. His advice is need in planning the security layout during special events such as fests, sports tournaments, cultural events, etc.</p>	

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	<p>3. He is needed for consultation when disciplinary action is to be taken against people responsible for violation security regulations.</p>	
ASO, Neha Shukla Security Agency	<p>1. Assignment of duties to Security Guards is done by the Security Supervisors during the Morning Shift (6 A.M.- 2 P.M.), Afternoon Shift (2 P.M. – 10 P.M.) and Night Shift (10 P.M. – 6 A.M.) and a General Shift (9 A.M.- 5:30 P.M).</p> <p>2. Process of briefing and de-briefing is followed shift wise by respective Shift supervisors / ASO.</p> <p>3. Concerned Shift Supervisor checks frequently the deployment of guards.</p>	
Security Supervisor	<p>1. Performs regular patrolling in the campus on foot, on bicycle or in assigned motor vehicle to ensure personal, building, and equipment security.</p>	

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	<ol style="list-style-type: none"> 2. Instructs Security Guards to examine doors, windows, and gates to prevent unlawful entry. He is the authorized bearer of the keys to all the locks on campus buildings. He monitors closed buildings for unauthorized persons and suspicious activities. 3. Informs and warns violators of rule infractions, such as loitering, smoking, or carrying forbidden articles. In case of violation, takes strict action as directed by Security Officer. 4. Provides security escort services for VIPS, visitors, students, staff, and faculty, as necessary; provides other public assistance, such as lockout services, jump-starts, and routine information. 5. Keeps a check on irregularities, such as security breaches, facility and safety hazards, and emergency situations; In case of these happenings, he immediately reports to the Security Officer and contacts emergency responders, such as police, fire, and/or ambulance personnel, as required. 6. Performs periodic checks of emergency call boxes 	
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	<p>and/or street lights to ensure proper safety in the campus; any malfunction; noticed is immediately reported to the concerned technical staff.</p> <p>7. He also provides safe and efficient transportation facility to university employees and/or visitors, as requested, using an institutional vehicle.</p> <p>8. He maintains security controls for issued university keys; safeguards and controls issued university equipment. In case of any misuse of the keys, he reports to the Security Officer and the local police.</p> <p>9. Assists and advices in the hiring and training of security and other related personnel. Monitors the performance of security employees by surprise checks.</p> <p>10. Develops work schedules and makes shift assignments.</p> <p>11. Prepares routine, standardized reports.</p> <p>12. Enforces municipal laws and administers the Student Code of Conduct as directed by the University security policy.</p> <p>13. Conducts investigations and writes reports</p>	
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	<p>regarding criminal and Student Code of Conduct violations, complaints of theft and vandalism.</p> <p>14. Serves as Campus Security Authority as outlines by the Campus Security Policy</p> <p>15. Assists the Security Officer/Security Consultant as needed.</p>	
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Security Guards	<ol style="list-style-type: none"> 1. Assignment of duties to Security Guards is done by the Security Supervisors during the Morning Shift (6 A.M. - 2 P.M.), Afternoon Shift (2 P.M. – 10 P.M.) and Night Shift (10 P.M. – 6 A.M.) and a General Shift (9 A.M. - 5:30 P.M). 2. The incoming guard arrives at the post at-least 15 minutes before the start of his/her shift. 3. Security guards do static and physical patrol of the premises to ensure that everything is in order. 4. Proper checking of man & material is done by the Security Guards at the main gate of DTU campus. 5. Entry and Exit details of Outsiders & their vehicles are maintained by the Security staff. 6. Monitoring of CCTV surveillance is checked by the security staff. 7. Area patrolling is done round the clock by security guards. 8. Timely opening and closing of the teaching 	
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	<p>classrooms/labs/offices etc. by the security guards.</p> <p>9. At the end of each day the guard ensures that the building he/she is guarding:</p> <ol style="list-style-type: none"> All windows are shut. Lights are switched off (except those in working state). Doors are locked. Check the alarm system. <p>10. Campus patrols are carried out by the Security guards for ensuring a safe and secure environment for staff, students, visitors and residents.</p> <p>11. Guards on patrols do the following actions:</p> <ol style="list-style-type: none"> Check that security lights are ON during the night and switched OFF during the day and look for breaches in the perimeter fence. Inspect doors and windows of Admin Building and other departments to make sure they are securely looked. Turn off all running tapes and switch 	
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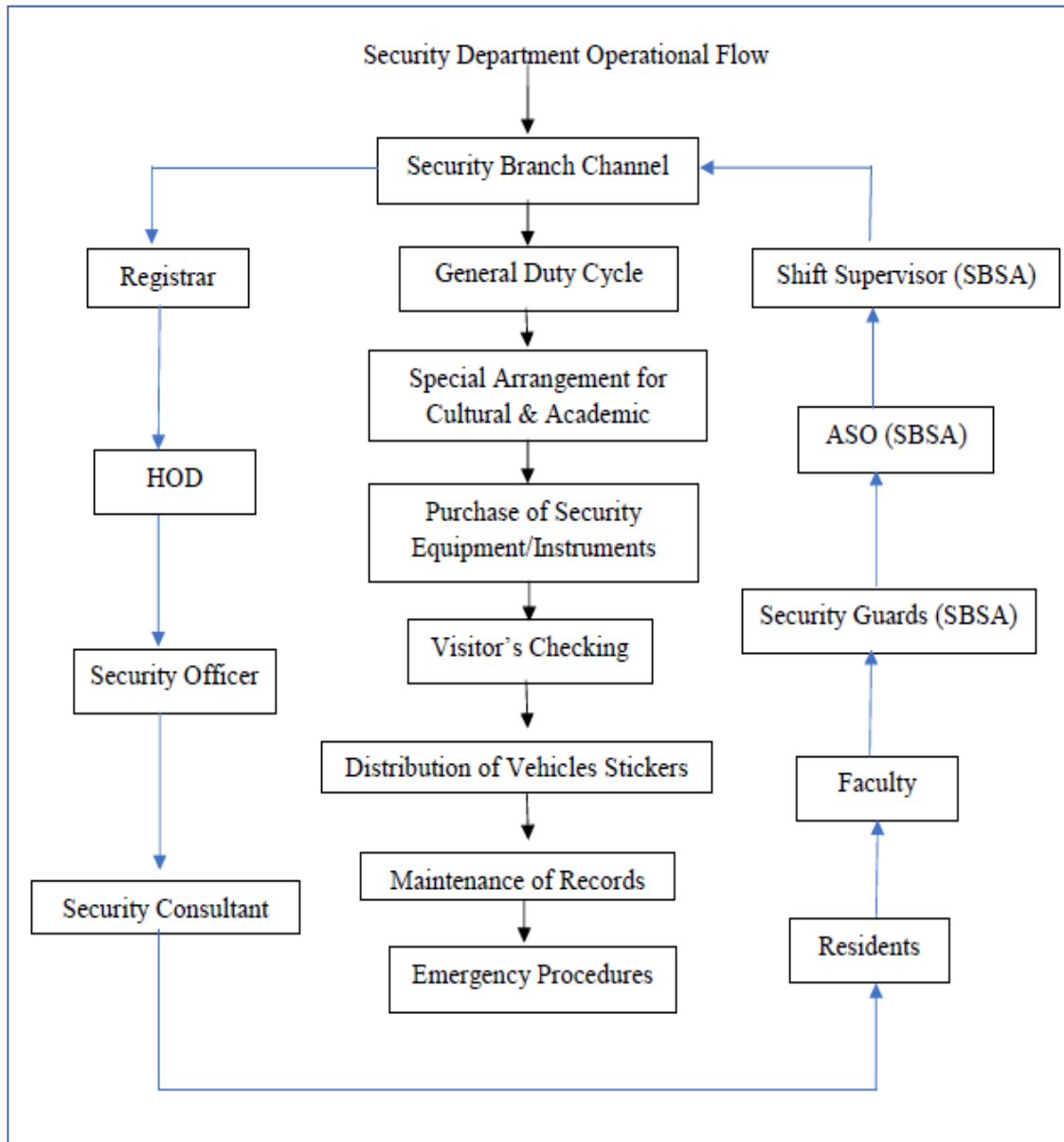
	<p>off non-essential lights.</p> <p>d) Report immediately to the Security Control Room about any anomalies that they noticed.</p> <p>e) Guards inspect and adjust security systems & equipment to ensure operational use and to detect sign of any damage.</p> <p>f) Guards answer alarms and investigate disturbances and respond to emergencies.</p> <p>g) Guards write the operational reports of daily activities and irregularities.</p> <p>h) Guards escort to transport individuals to specified locations.</p>	
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4.1.3 Work Culture

All activities of the security department are quick and timely. The security department is committed to ensure safety to all persons and structures inside the campus. All the Security officials are committed to the fulfillment of their duties in best possible manner.

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4.1.4 Flow of Processes and Information



4.1.5 Internal Issues

- Shortage of work-force
- Shortage of space
- Ragging
- Theft
- Vehicles Accidents

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4.1.6 External Issues

- Terrorist Attack
- Un-Authorized Entry
- Un-Authorized activity near surrounding boundary wall

4.1.7 Risks

- Large numbers of people entry for walking during morning & evening time.
- Non availability of sufficient space/holding area for vehicle checking during peak hours.
- Non availability of x-ray machine at main entrance gate for frisking of begs & baggage.
- Non availability of DFMD at main entrance gate.
- Non availability of Reception facility at main entrance gate.
- Non availability of Photo identity cards to all resident family members.
- Parameter wall unsafe due to less height & without concertina wire.
- Non availability of Police verification of temporary workers/ servants/ casual labors etc.

4.1.8 Opportunities

- Security department contributes to maintain the security by adopting modern security methods and conducting vigilant patrolling and surprise checking. For efficient working of the security machinery, the Security department keeps coordination with all other departments of the University.

4.2 Interested Parties

4.2.1 Students

4.2.2 Parents

4.2.3 Faculty

4.2.4 Academic and Non-Academic Departments of DTU and East Delhi Campus

4.2.5 Govt. of NCT of Delhi and its ministries/departments

4.2.6 Govt. of India and its ministries/ departments

4.2.7 Employers

5. Scope:

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“To provide quality security services pertaining to needs of DELHI TECHNOLOGICAL UNIVERSITY& EAST DELHI CAMPUS, Delhi”.

5.1 Scope of Quality Management

The branch is responsible for security of all the VIPs, students, teaching & non-teaching staff, guest, visitors, and residents. The details are given in Annexure-I.

5.2 Locations

5.2.1 Delhi Technological University, Shahbad Daulatpur, Bawana Road, Delhi 110042

5.2.2 East Delhi Campus, Vivek Vihar, Phase-2, Jhilmil Colony, Delhi, 110042

5.3 Exclusions

- Boundary Walls should be covered with Concertina Wire and height should be increased.
- Facility of Watch Towers in all four corners of DTU.
- Emergency alarming system should be present.
- Traffic Marshals should be present on accident prone points.
- Intelligence wing should be established.

6. Procedures

6.1 Process Management Methodology

Refer to processes and information flow chart as described at point 4.1.4.

6.2 Top Level Processes

- 6.2.1 General Duty Cycle
- 6.2.2 Special Arrangement for Cultural and Academic Activities
- 6.2.3 Purchase of Security Equipment/Instruments
- 6.2.4 Visitor's Checking
- 6.2.5 Distribution of Vehicle's Stickers
- 6.2.6 Maintenance of Record
- 6.2.7 Fire
- 6.2.8 Evacuation
- 6.2.9 Medical
- 6.2.10 Bomb Threat

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7. Complete Department Procedures

7.1 General Duty Cycle

7.1.1 Summary

- Division of guards is done by the supervisor into three shifts (i.e., for 8 hours per shift).
- Each shift starts with the briefing process of guards by shift supervisor.
- Deployment checking by the shift supervisor/ ASO/SC/SO.

7.1.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.1.3 Procedure

- Assignment of duties among security guards into three shift is done firstly.
- Maintenance of records of the distribution of duties is recorded in duty register.
- Duty register is checked by shift supervisor and ASO.

Checklist: Copy of Duty Register

Timeline: 24 Hrs.

7.2 Special Arrangement for Cultural and Academic Activities

7.2.1 Summary

- Special permission is granted from CA through registrar for organizing any cultural & academic activities.
- After approval, work order is send to ASO (NSSA).
- Deployment of security guards is done accordingly ensured by the ASO (NSSA).
- Arrangement of traffic and local police is made by the concerned authorities.
- Payment of bills of extra guard's duty is marked to SO through GA branch.

7.2.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.2.3 Procedure

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
	Version:	1.0
	Effective From	
	Valid Through	
	Pages	
	Signature of authorizer/HOD	

- Notification for organizing any cultural and academic event is provided by the respective party to SO.
- Registrar will approve the respective event.
- ASO (NSSA) is informed for the need of security guards.
- Liaison of traffic and local police is done by SO/DSO.
- Claim of bills regarding extra guard's duty is marked to GA branch.

Checklist: Performa to organize any event.

Timeline: 15 days prior from event's date.

7.3 Purchase of Security Equipment/Instruments

7.3.1 Summary

- A note is put up for purchase of any security equipment/instruments.
- Issue of work order is done by SO/DSO.
- Bills are maintained in billing register and forward to Accts branch through Registrar.

7.3.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.3.3 Procedure

- Preparation of a note regarding purchase of security equipment/instruments.
- Issuing of work order.
- Bills are marked to Accts branch

Checklist: Copy of Note sheet

Timeline: 20 days

7.4 Visitor's Checking

7.4.1 Summary

- To maintain a safe environment in the organization, security personnel are deployed at the main gate during day and night time.
- Checking of visitors is performed always.
- Maintenance of record is done regularly.
- Unregistered visitor's vehicles are not allowed to enter inside campus unless they have some business purpose.

7.4.2 Revision and Approval

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
	Version:	1.0
	Effective From	
	Valid Through	
	Pages	
	Signature of authorizer/HOD	

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.4.3 Procedure

- Checking of identity proof of the respective visitor is made by the security guards at the main gate
- Maintenance of record of their personal details and purpose of visit.
- To guide the map of the location for their desired job.

Checklist: Copy of Entry Register

Timeline: 24 Hrs.

7.5 Distribution of Vehicle's Stickers

7.5.1 Summary

- Vehicle's stickers are distributed for availing the parking inside the campus in order to avoid inconvenience during daily checking procedure at main gate.
- The documents needed for issuing a sticker are photocopy of RC, driving license and photo ID.

7.5.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.5.3 Procedure

- Vehicle's stickers are distributed among students, teaching and non-teaching staffs.
- Full verification is done during issue process by the concerned authority.
- Finally, stickers are issued after signed by concerned authority.

Checklist: Copy of Issuing Register

Timeline: Same day

7.6 Maintenance of Record

7.6.1 Summary

- All the documents related to NSSA are retained in information register.

7.6.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.6.3 Procedure

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
	Version:	1.0
	Effective From	
	Valid Through	
	Pages	
	Signature of authorizer/HOD	

- The information of Security Guards, Supervisors, ASO are maintained.

Checklist: Copy of Payment Register

Timeline: Everyday

7.7 Fire

- Activate the fire alarm and inform about this to the nearby Security guards.
- Dial the emergency contact number of DTU Security Control Room at Main Gate - **011-27299376/9817160668**.
- Dial the Fire Brigade Emergency Number - 102.
- Close the open doors and windows during exit and evacuate the building as soon as possible.

7.8 Evacuation

- All activities (meetings, teaching, etc.) should be stopped immediately.
- Remain calm and follow the instructions given by Security guards.
- Use the Fire exit door or any closest safe exit and don't use lift.
- Don't block the doorways and wait outside until "ALL CLEAR" announcement.

7.9 Medical

- Dial College Ambulance Number- **Sh. Mukesh Kumar (Driver)-9136126190**
- Dial direct to Ambulance Emergency Number - **102**.

7.10 Bomb Threat

- Remain calm.
- Gather as much information possible from the caller.
- Inform the Local Police.
- **Call 100.**

8 Overview

8.1 Process Sequence

Refer Flow of Process Flowchart at point 4.1.1.

9 Related Document/Forms

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
	Version:	1.0
	Effective From	
	Valid Through	
	Pages	
	Signature of authorizer/HOD	

- 9.1 Copy of Visitors In/Out Register.
- 9.2 Copy of Girls Hostel In/Out Register.
- 9.3 Copy of Dust & Material In/Out Register.
- 9.4 Copy of Labor In/Out Register.
- 9.5 Copy of Shift Duty Register.
- 9.6 Copy of CCTV checking Register.
- 9.7 Copy of Briefing Register.
- 9.8 Copy of Lost & Found Register.
- 9.9 Attendance Register.

10 Related Forms

- 10.1 Requisition for deployment of extra Security Guards.

11 References

Refer to DTU website.

12 Attachments

- 12.1 Performa annexed as per related documents & forms mentioned at Point 10 & 11.

Annexure I

Scope of Quality Management System

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
	Version:	1.0
	Effective From	
	Valid Through	
	Pages	
	Signature of authorizer/HOD	

Sr. No.	Objectives	Targets	Means & time frame	Location	Primary responsibility	Secondary responsibility
1	<u>Protection of Man & Material</u>	100%	As per Service Level Agreement with Sunil Bhagat Security Agency (SBSA)	DTU & East Delhi Campus	Security Officer	ASO (NSSA)
2	<u>Issuing of Pass & Permission</u>	Unauthorized person should not be permitted	Daily	Main gate of DTU & East Campus	Security Control Room of DTU & East Campus	Security Supervisor
3	<u>Surprise Check</u>	To avoid Threats, Thefts, Ragging, Miscreant activity and Natural Disasters	Daily	Admin. Block/Departments of various disciplines/ Hostels /Canteen/ Sports & residential complex / Parking areas, etc.	Security Officer/Dy. Security Officer and ASO	Security Supervisor and Guards
4	<u>Inspection of Security's Document</u>	100%	Monthly	Security Control Room	Security Officer/Dy. Security Officer	ASO & Security Supervisor

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
	Version:	1.0
	Effective From	
	Valid Through	
	Pages	
	Signature of authorizer/HOD	

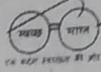
				& Security Office		
5	<u>Briefing/De-Briefing of Security Personnel</u>	100%	Daily	Security Control Room	Security Officer/Dy. Security Officer	ASO & Security Supervisor
6	<u>Monitoring & Checking of Men and Materials</u>	100%	Daily	Main Gate of DTU & East Delhi Campus	Security Officer/Dy. Security Officer and ASO	Security Supervisor & Guards

VEHICLE IN OUT
REGISTER

SECURITY OF DTU

दिल्ली प्रौद्योगिकी विश्वविद्यालय, बवाना रोड, दिल्ली - 110 042
 DELHYTECHNOLOGICAL UNIVERSITY, BAWANA ROAD, DELHI-110042
 (SECURITY)

DTU Security



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S No	Visitor's Name	Address	Vehicle No.	Time of Arrival	To Whom Visitor Intends to Meet	Purpose of Visit	Signature of the Visitor	Time of Leaving the Campus	Remarks	Signature of the Guard
क्रमांक	नाम	पता	गाड़ी का नं.	आने का समय	किससे मिलना है	आने का उद्देश्य	आगन्तुक के हस्ताक्षर	परिसर छोड़ने का समय	टिप्पणी	ग्रहीतक के हस्ताक्षर
51	Suraj	Relax	DL115T 7944	18:15	CVR	Food		18:30	9650441536	4
52	Sachin	Sresth dike	DL45TF 8021	18:40	TS/43	Food		18:55	9821303735	4
53	Altaf	Sec 17	DL28540 8053	18:50	T4/30	ATTN		19:10	8512862517	4
54	Vigter	Sec 17	DL2110 5305	19:11		Back				
55	Omprakash	Zomoto	DL48BL 5974	19:35	T4/18	Food		19:50	9911304653	4
56	Anil Kumar	Swiggy	DL1150 1307	19:50	TS/	Food		20:10	9891896855	4
57	Arvind	Swiggy	DL2558 2383	20:40	TS/35	Food		20:55	9042028933	4
58	Gorav	Sec 16	DL2854 1167	20:45	TS/25	Food		21:00	858788403	4
59	Sony	Big Basket	DL1150 8152	21:15	TS/	Relax		21:30	8700458546	4
60	Amar	Swiggy	DL1150 8212	21:30	T4/39	Food		21:45	9064987219	4
61										
62										

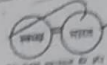
01 JULY 2021

DL: - 01 July 2021

01	Jai Bhagwan	DR Lalpath Lab	HR31L 2093	06:45	T3/37	Sample Collection	-	7:15	8816961697	4
02	Sachin	Relax	UP82BS 9353	07:40	T3/11	Corridor	-	08:10	9540282208	4
03	Samdeev	W. Jay Seng	DL11 4824	07:50	T4/05	Corridor	-	08:15	9319474060	4
04	Ravindar	Dwarka	UP66 3606	8:40	chit Deptt	meet to sit sing	-	11:30	9958080057	4
05	Rahul	Big Basket	DL2854 1167	8:45	TS/24	Ration	-	09:45	9999605697	4
06	Rup	Bureau	-	8:50	T4/45	Relax work	-	17:30	9210968603	4
07	Raj Kumar	Ecom x Press	DL2854 4538	9:20	TS/34	Carrier	-	09:40	8076481714	4
08	Doney	Sec 16	DL11 4824	10:00	T4/25	DVR	-	19:00	9910944087	4
09	Dinesh Kumar	Brit Raji Cana Place	-	10:10	Admin Register	Letter	-	10:30	9871700350	4
10	Ashok	Amazon	DL11AD 4662	10:10	TS/22	Carrier	-	10:27	935378126	4
11	Lokesh	Shahed	DL1150 0879	10:15	Disgen	Carrier	-	10:30	8076657924	4
12	Malush	Begam PUS	DL1150 2993	10:40	SAM India	Site Visit	-	12:05	7838460735	4
13	Yashinder V. 210	L. D. H. (P.O.)	PB 0800 3031	10:45	Admin	Admission	-	17:20	9814217025	4
14	Ram Raj	Nehru Palace	DL2854 7267	11:00	Admin Store	meet to Pandey	-	11:45	8800769899	4
15	Lokender	Jama Rikha	DL2854 0430	11:10	TS/52	DRIVER	-	19:30	8178253051	4

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DTU Security



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Vehicle IN/out

(SECURITY)

No.	Visitor's Name	Address	Vehicle No.	Time of Arrival	To Whom Visitor Intends to Meet	Purpose of Visit	Signature of the Visitor	Time of Leaving the Campus	Remarks	Signature of the Guard
क्र.	नाम	पता	गाड़ी का नं.	आने का समय	किससे मिलना है	आने का उद्देश्य	आगंतुक के हस्ताक्षर	चलकर जाने का समय	टिप्पणी	गार्ड के हस्ताक्षर
6	Jeevan Kumar	Darya Gang		11:10	Dr. Deep	monitor instal.	-	17:40	8527667125	
17	Bushan	BLU Dent	DL 85 84.8006	11:15	Scince	Motor	-	11:35	8010106912	4
18	Ajay Kumar	Canath Palace	-	12:00	Electrical	Delft Demo		17:00	9891270304	12
19	Amrit	Amazon	DL 43A2 9642	12:05	TS/44	collier		18:20	8287073277	4
20	Akhilash Verma Mansi Sh	Ruchi model Towan	DL 95B2 2529	12:10 12:10	US/16	stay in Hustal				
11	Akhilash	Gr. U. Green	-	12:15	Electrical	INSULATION		17:15	7550171428	4
12	Amandeep	Gr. U. Green	HR 26B2 2653	12:20	Academic	Branch	PT. R. S. Chaudhary	17:20	7011978200	14
13	Komalish	Swiggy	DL 119 2-5738	12:40	Dr. P. Singh	Food	-	12:55	9315421870	4
14	Rakesh	Zomato	DL 11 3A2632	12:45	Libary	Food	-	13:00	8810528645	4
15	Dharmender	Shohababad	DL 1188 1250	13:10	Medical	DISH		14:10	9971025077	4
16	Shah L	Domenes	DL 35 1668	13:15	Scince	Food	-	13:30	8700330659	4
17	Yogender	Domenes	DL 35 D2-4152	13:20	TS/51	Food	-	13:35	8842728632	4

18	A.K.B Jain	Muzafar Nagar	UP 12 NAK 2700	13:25	Chief	Meet to		16:20	7668814034	4
19	Dheeraj Kumar	N.D.P.L Badli	DL 12AA 3778	13:25	T3/41	meter instal.		14:15	8860105251	4
20	Suresh	Swiggy	DL 45CK 9853	13:30	T2/17	Food		13:45	9971518733	4
31	Arun Mishra	Sec 17	MP 14MC 3078	13:35	T5/39	Fan instal.	Dr. P. Singh	14:25	8800126208	4
32	Arun Mishra	Ghazipur	-	13:55	JCB/132	Room Generator		13:30	8846604378	4
33	SURAJ	Sec 17	DL 45AR 9414	14:15	T-5 23	Railway		14:20	9999093823	4
24	Sanjay	Big Bazar	DL 35EH 5649	14:16	T-5 23	Railway		14:20	9643300055	4
35	Govind	Dimgros	DL 35EH 5649	14:17	Libary	Pillar		14:20	9999961821	4
36	Yashwanth	DLF Ph-11	HR 254 1429	14:40	Math	Math		18:00	9758855819	4
37	Govind	Domenes	DL 35CH 5649	15:10	Admin	Food		15:25	9948998191	4
38	Rajesh Kumar	Muzafar Nagar	-	15:15	Admin	Room		16:30	8750470377	4
39	Lokesh	DL 1188	0844	15:21	T-5	Comms		15:40	8076657944	4
40	Rashid	Mymna	DL 45CH 6752	15:21	Chief	Comms		15:40	9794110832	4
41	Baljit Singh	Domenes	HR 254 1429	15:24	Comms	Food		15:40	7988343814	4
42	Amrit	Zomato	DL 85CH 9660	15:30	T-5 56	Food		15:45	7303012887	4
43	Paramjit	Swiggy	DL 1188 0844	15:35	Chief	Food		15:50	8010203892	4
44	Bijal Singh	Sec 17	DL 35CH 5649	15:40	T-5 56	AC Work		15:55	9582802053	4
45	Bhisham	BLU Dent	DL 85CH 8006	16:00	Chief	Comms		16:15	8010106912	4

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 (SECURITY)

DTU Security
 123

S No	Visitor's Name	Address	Vehicle No.	Time of Arrival	To Whom Visitor Intends to Meet	Purpose of Visit	Signature of the Visitor	Time of Leaving the Campus	Remarks	Signature of the Guard
क्रमांक	नाम	पता	गाड़ी का नं.	आने का समय	किससे मिलना है	आने का उद्देश्य	आगन्तुक के हस्ताक्षर	वरिष्ठ छोड़ने का समय	टिप्पणी	प्रहरी के हस्ताक्षर
46	Piyush Lal	NDP1	DL 8015 8564	16:00	T-3	Electrical	—	16:30	885137043	✓
47	Raj Kumar	G: Com Corp	DL 9504 3939	16:20	T-5/34	Corporation	—	16:30	8076481714	✓
48	Mahmood	SW 1994	DL 9500 9881	17:00	T-5/52	Food	—	17:20	991123257	✓
49	Yash	Amroha	DL 1012 8740	17:20	T-2/54	Medical	—	17:30	991871644	✓
50	Landesh	24 mats	DL 1013 16613	17:15	T-4/43	Food	—	17:40	9871987990	✓
51	omprakash	24 mats	DL 1013 3974	17:40	T-5/34	Food	—	18:00	9911304853	✓
52	Shyam	Big Basket	DL 1013 0120	17:30	T-4/47	Ration	—	18:00	991871933	✓
53	Aman Prakash	Big Basket	DL 1013 1805	18:00	T-5/29	Ration	—	18:20	7887491552	✓
54	Parveen	Big Basket	DL 1013 0151	18:20	T-5/4	Ration	—	18:40	8447683803	✓
55	Rohamat	Amroha	DL 1013 9354	18:30	T-3	PARV	—	18:40	8457933222	✓
56	Yash	Sec. 17	DL 1013 2698	19:00	T-3	Ration	—	19:10	9999093823	✓
57	Umesh	SW 1994	DL 1013 1832	19:15	T-5/1	Food	—	19:30	9810560881	✓

58	ANUJ	Dimmer	DL 1013 7277	19:45	T-10/2	Food	—	20:00	8587859714	✓
59	Sury	Swiggy	DL 1013 3908	20:00	T-4/15	Food	—	20:10	8388023015	✓
60	Robert	Swiggy	DL 1013 4781	20:00	T-3/35	Food	—	20:15	9310079482	✓
61	Rakesh	Rebel	DL 1013 9945	20:25	CUR	Food	Alakh	20:40	8586890791	✓
62	Vicky	Zume	DL 1013 4210	20:40	T-2/2	Food	—	20:55	9821701300	✓
63	Manny	Swiggy	DL 1013 1684	21:00	T-3/17	Food	—	—	8851564301	✓
02/07/2021										
01	Priyansh Soni	Philmore Raj	DL 1013 5243	06:40	T-21/35	Room	—	14:20	9910799264	✓
02	Rahul + S	Dwarka Sec 24	DL 1013 5243	06:50	T-4/11	House	—	14:20	8826091394	✓
03	Chandrashekhar	Ramapuri	DL 1013 5642	08:20	JCB	JCB	JCB	18:00	8860457688	✓
04	Hansh	SAMINDIA SITE DTU	DL 1013 1875	—	Shahed	car	—	09:35	7827759928	✓
05	Salim	Amroha	—	9:50	DTU	Kaladi	—	17:20	9868765224	✓
06	Goutam + Rallindar	Rohini Sec 11	—	10:00	T-4/11	Instal	Tool Bag = 01	15:10	9212522122	✓
07	Omish	Fedex	DL 1013 0302	10:15	T-5/4	Corridor	—	10:40	9990831208	✓
08	Kushagra	Pitampura	—	10:20	JCB	Room	—	10:50	9810696805	✓
09	Anil	Blue Dalt	DL 1013 2014	10:25	ALL	Corridor	—	11:10	9717192087	✓
10	Ashu Niraj	Salimnagar Bag	DL 1013 7549	10:30	T-4/14	AC	Service	11:30	9560289567	✓



ASO Sri
today at 13:52

SECURITY CONTROL ROOM, MAIN Gate No. 01.



ADMIN BLOCK ENTRANCE GATE



You
too



ENTRANCE Gate No. 01.





You
today at 14:07

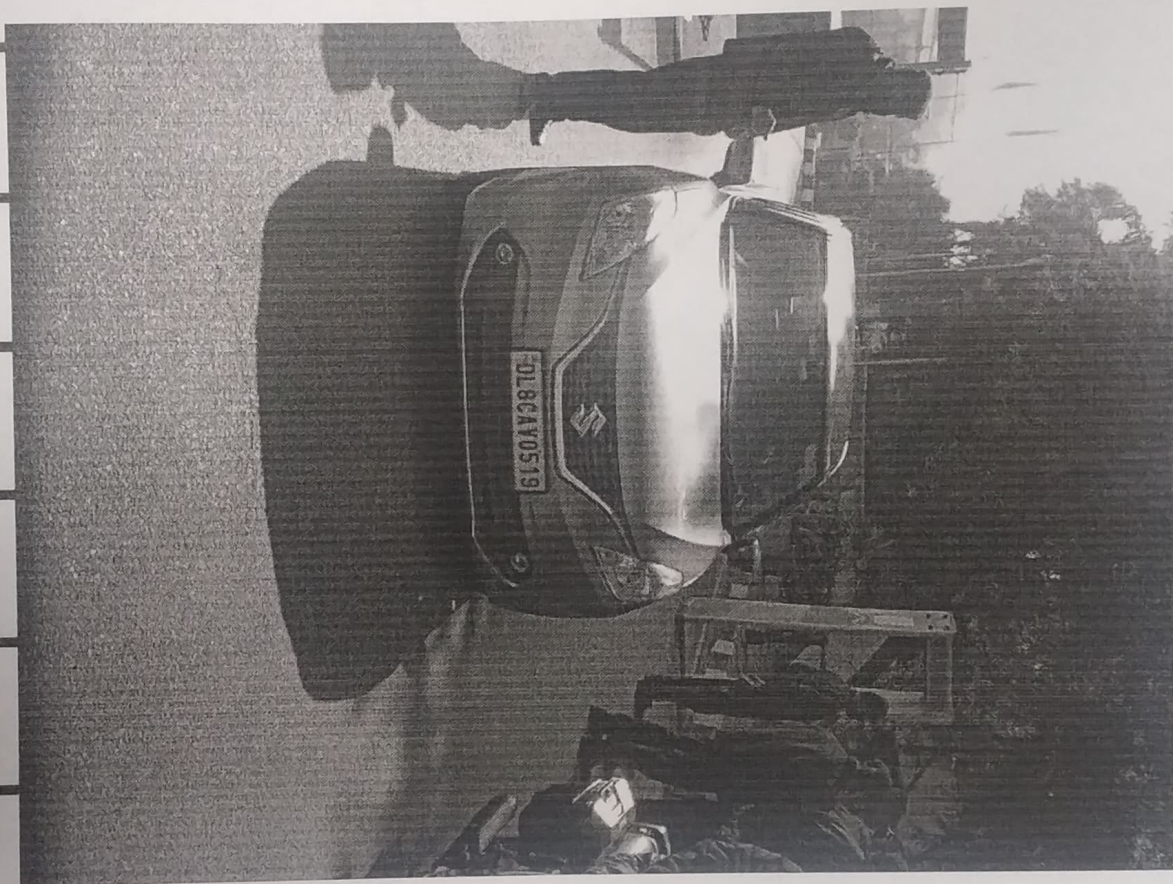
ENTRANCE GATE No. 01.





You
today at 14:07

Enhance Gate No. 01.

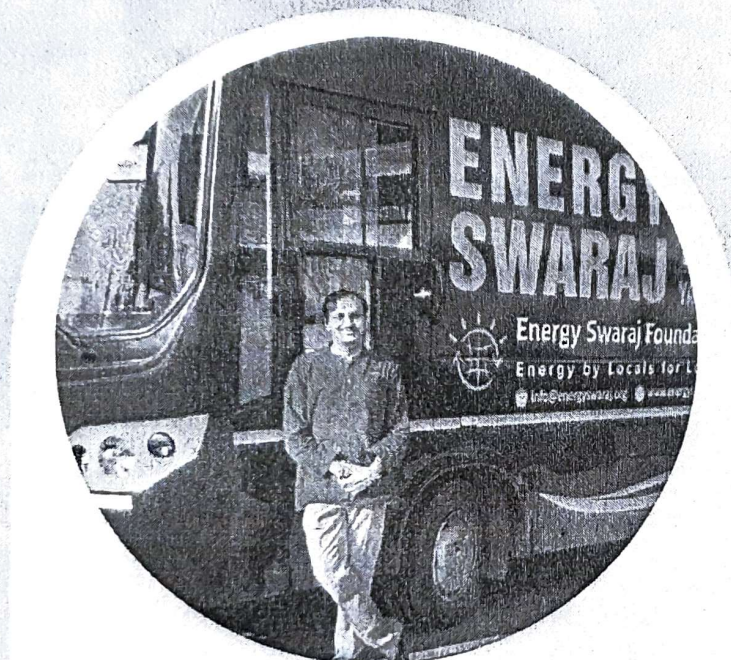




Centre for Extension and Field Outreach
Society for Civil & Environmental Engineers
Delhi Technological University



C/B



Prof Chetan Solanki

Department of Energy Science & Engineering
IIT Bombay

15.03.2021

**ENERGY SWARAJ YATRA
SOLAR BUS STOP & TOUR**

2021-22

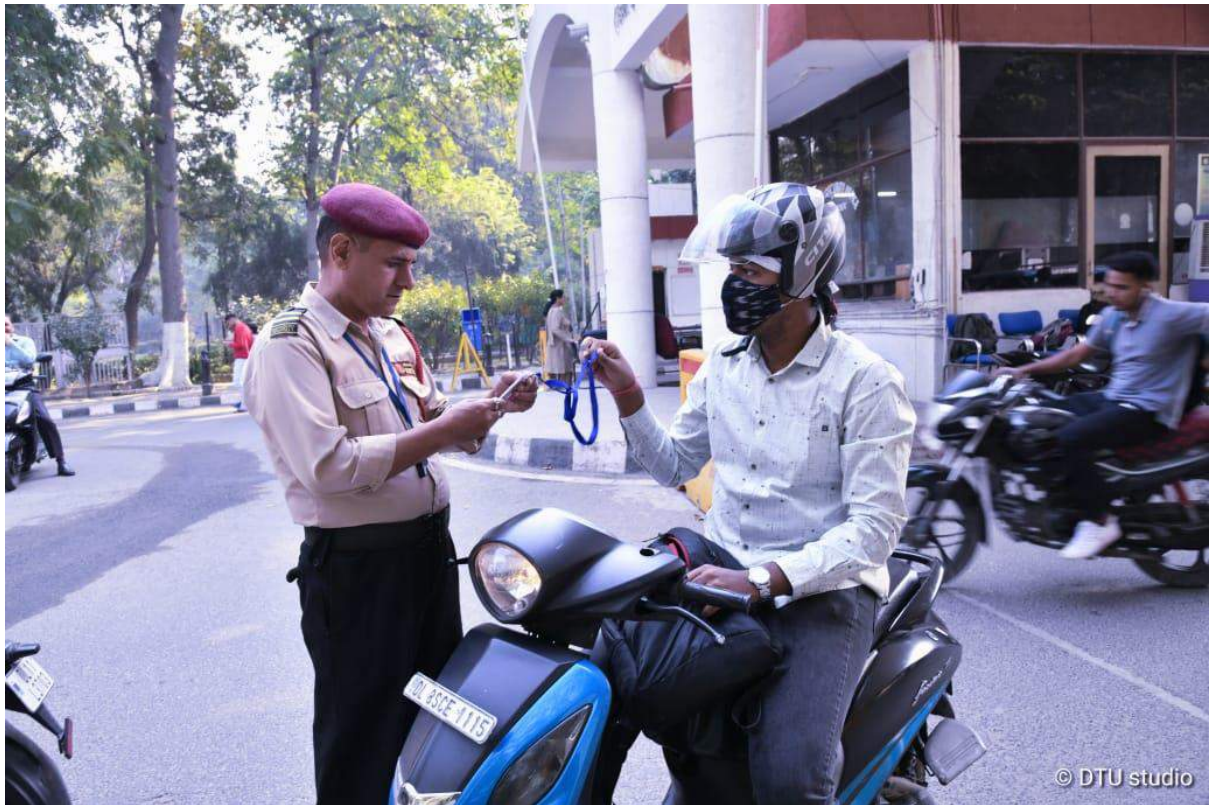
RESTRICTED ENTRY OF VEHICLES











VEHICLE IN OUT
REGISTER

SECURITY OF DTU

Wef - 31-05-2021 to 31/07-2021

DATE = 31 JULY 2021

(SECURITY)

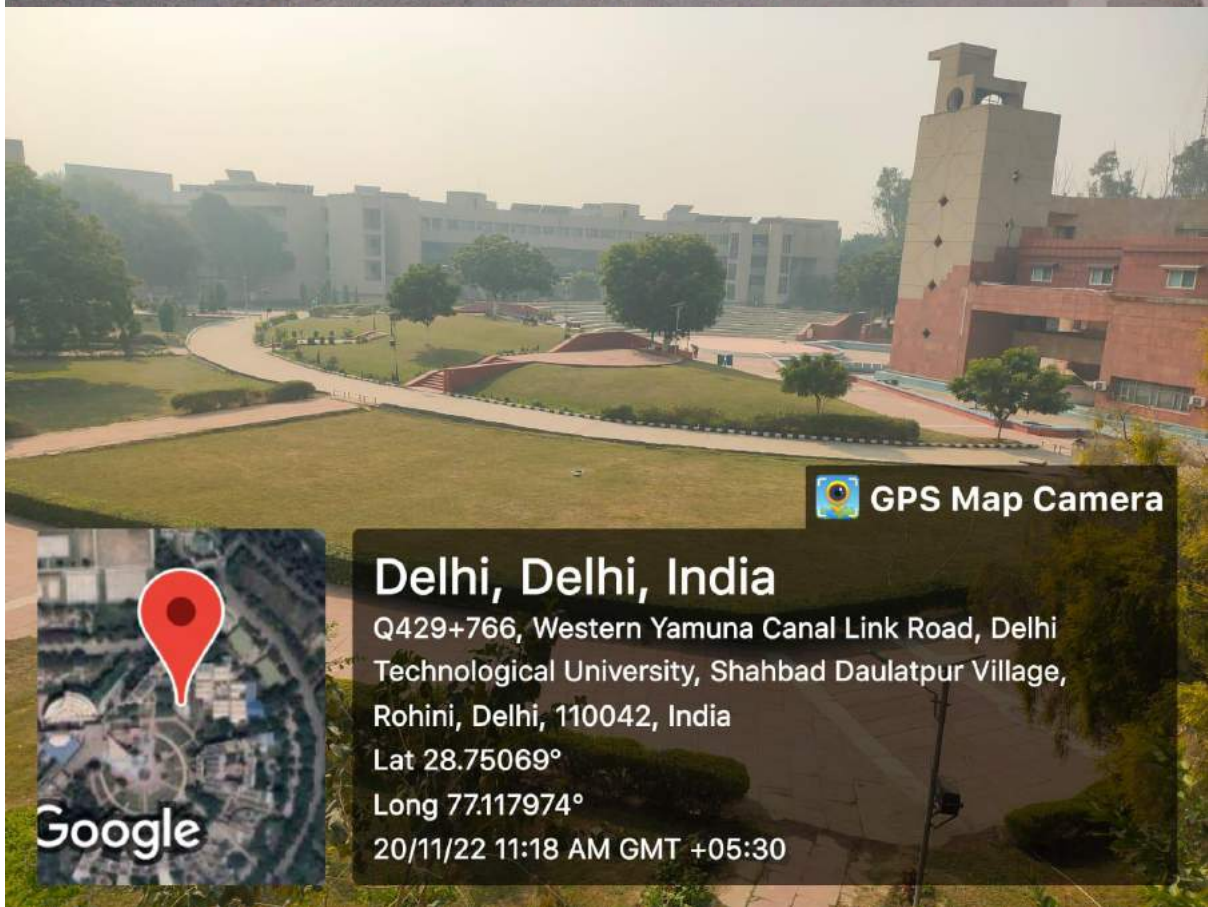
190

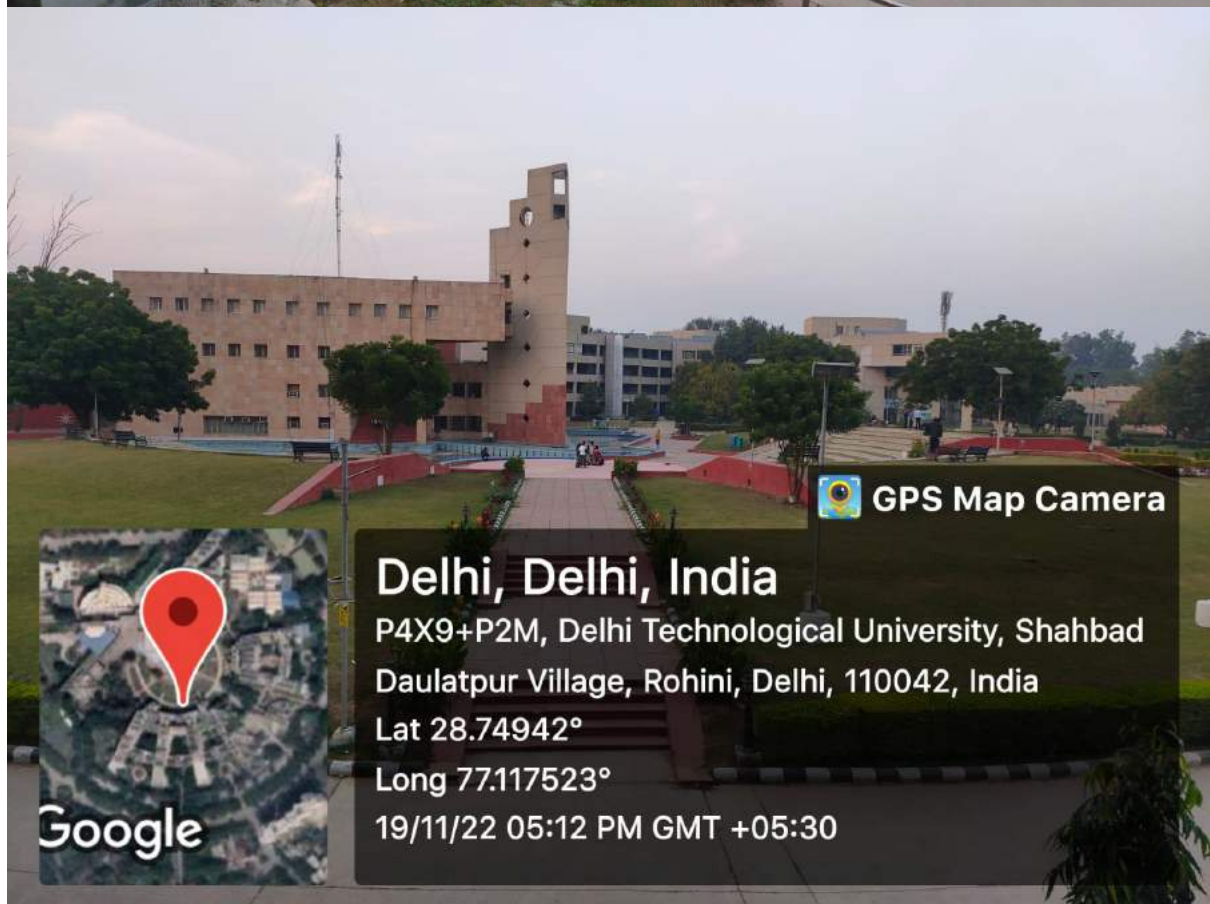
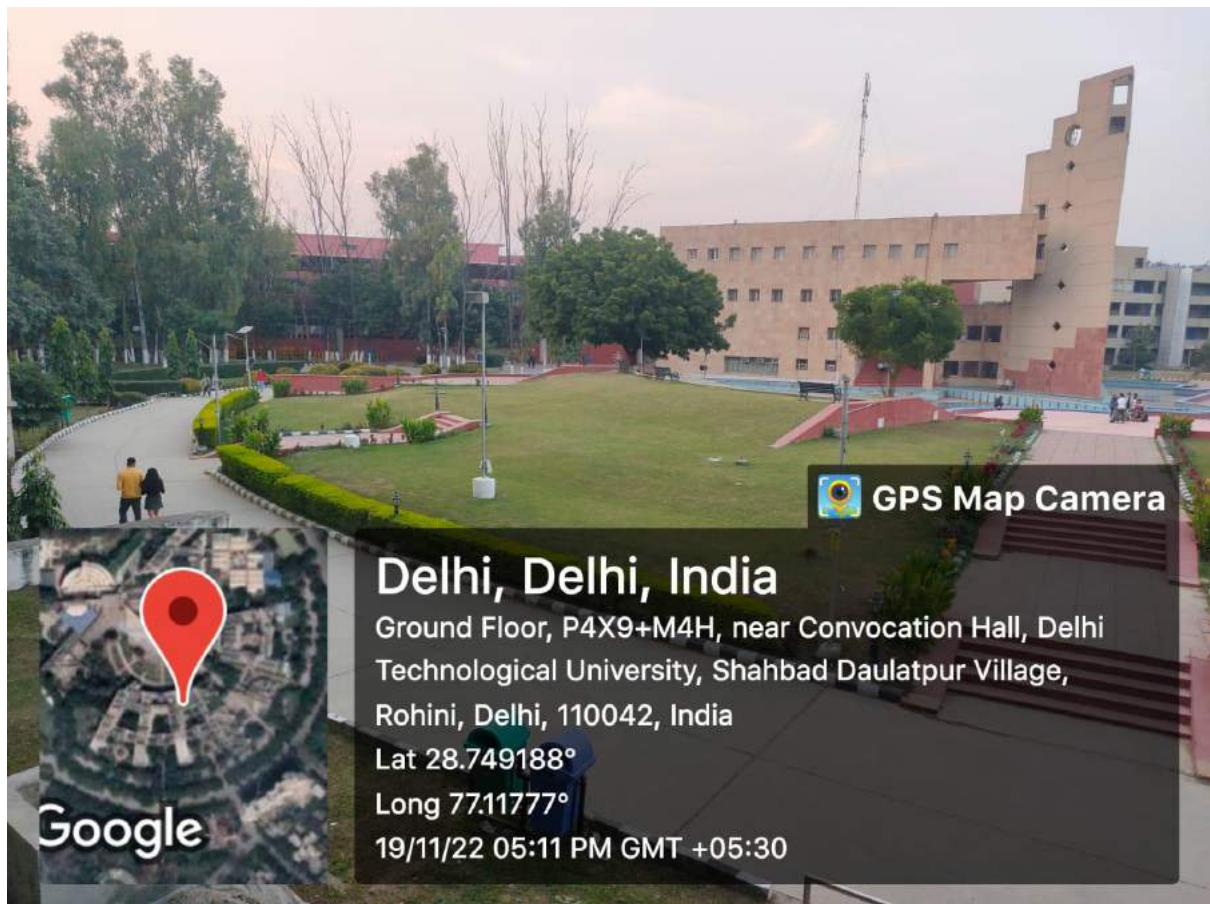
S.No.	Visitor's Name	Address	Vehicle No.	Time of Arrival	To Whom Visitor Intends to Meet	Purpose of Visit	Signature of the Visitor	Time of Leaving the Campus	Remarks	Signature of the Guard
क्र.सं.	नाम	पता	गाड़ी का नं.	आने का समय	किससे मिलना है	आने का उद्देश्य	आगतक के हस्ताक्षर	छीटार छोड़ने का समय	टिप्पणी	इसकी के हस्ताक्षर
01	Samar	Armazone	DL830X 8748	07:15	TS/15	Corrayer		07:25	9560849576	4
02	Ramesh Kumar	Noida	-	07:25	SAM INBIA	svyer	stay in T2/66	-	9910281701	4
03	Shamkar Lal	Sec-03	DL1RV 1749	07:25	Tu/30	veg		07:35	9250286587	4
04	Rohit	Sahabad	Cycle	07:55	TS/03	milk		08:05	8595587649	4
05	Umesh	S. dairy	-	08:00	TS/52	DRIVER			9599125743	
06	Mansit Ahmed	Urban company	DL4503 1180	08:05	Ty/14	Man Cutting		08:50	9215748473	4
07	Sachin	ReliCart	UP6L23 9458	07:30	SAM INBIA	Corrayer		09:40	9540282208	4
08	Ram Lal	Gohar	HK08 214584	09:50	SAM INBIA	Corrayer		10:45	8468220853	4
09	Murad	Sec-17	-	09:55	TS/12	Telcor		10:25	9999282208	4
10	Sulim	Pran. y. shi	-	10:10	BLX DCU	Kashbadi			9868725024	4
11	Nitin Sharma	MDA Kothari gumb	DL8145 3042	10:20	T2/66	New Pater Gumbhari		11:00	7426555730	4
12										
13	Nihal	Express Dues	DL8145 3042	10:30	Ty/40	Carman		10:40	9674408991	4
14	Sunder	Express Dues	DL8145 3042	10:40	CVR/230	Arupen		10:50	8700514457	4
15	Rohit + Sahil	UHAM Nagar	-	10:50	SBI BANK	ATM measurement		12:20	8882036959	4
16	Jony	Sec-16	Cycle	11:00	Ty/21	Car Driver			9910944084	
17	Ram Dass	Sirajpur	DL8145 3042	11:00	Ty/43	Gandharu meli		12:00	8744028029	4
18	Singh	Mahara	DL-BK 214584	11:20	Ty/24	Carman		11:50	9645571126	4
19	Naman Singh BBA/III	East Campus	DL6CM 2151	11:30	Acc Campus	Shooting		17:10	7838453825	4
20	Ramraj +01	Rajouri Garden	DL15X 0811	11:55	SAM INBIA	AC Repair		12:25	8006501423	4
21	Kishor Lal	Sec-16	DL1059 8353	12:05	Acc Camp	Acc		12:15	8727347738	4
22	Jed Jaffer RA/20/14	Maharaj Enclave	DL-BK 214584	12:10	Design Dept	meet to Prof Rungthorn		15:10	9968730863	4
23	Vijender Purohit	Amargam	DL8145 3042	12:15	Ty/23	Carman		12:25	988568470	4
24	Vinod	Sec-2	DL1159 3627	12:25	Ty/11	W/M Repair		15:00	8447439682	4
25	Mukesh	BTW	DL1159 3627	12:25	TS/51	Room		12:35	9211965031	4
26	BABU Singh	Sec	DL65 7506	12:30	Ty/14	Car Driver			9630844094	4
27	Sandeep	Zamko	DL8145 3042	12:40	Ty/21	Room		12:50	8810361110	4
28	Rishi	Swiggy	DL1159 3627	12:50	Ty/45	Room		13:00	7046207774	4
29	Gurinder	Dominex	DL1159 3627	12:55	Ty/39	Room		15:05	7810190654	4
30	Mamish	Sec-16	DL1159 3627	13:15	Ty/25	Multimedia			9599090156	4

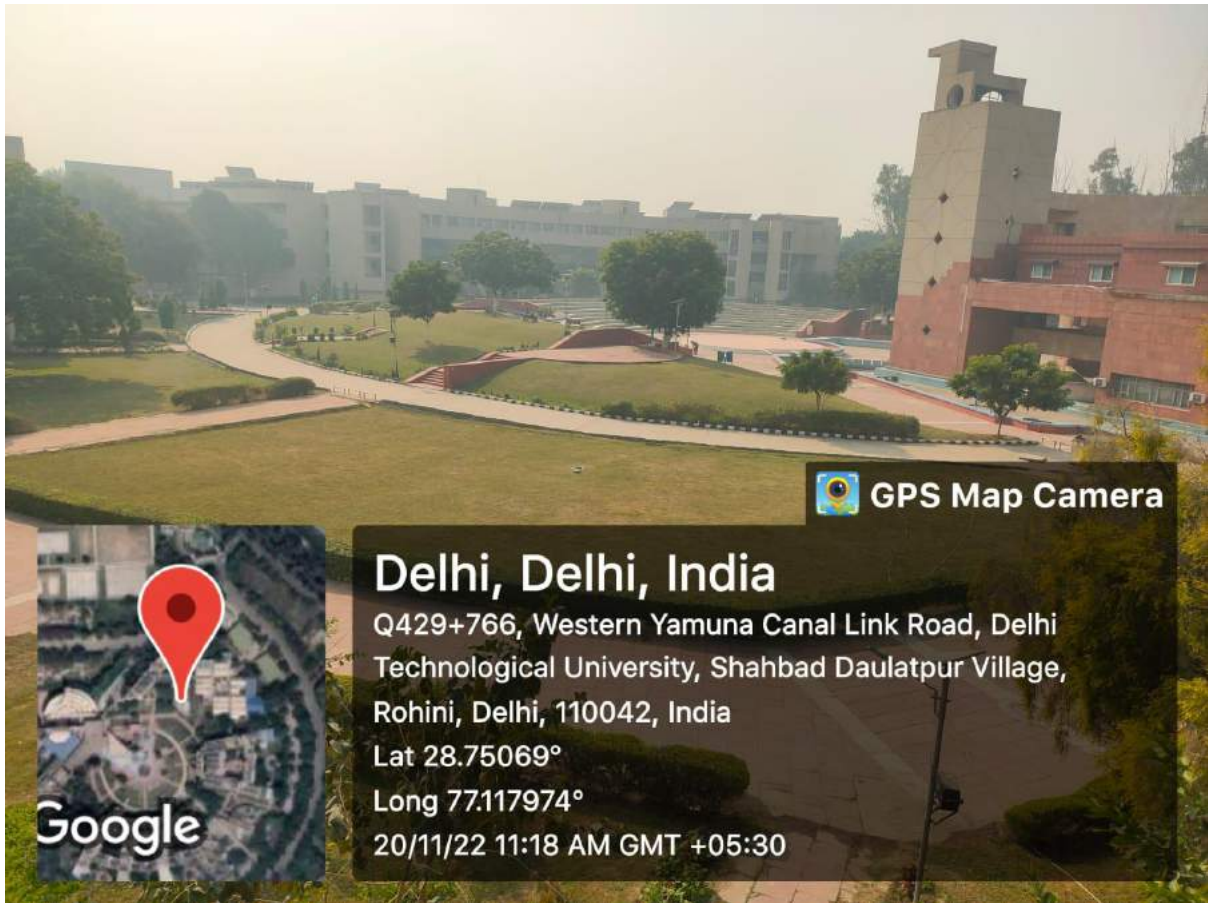
[illegible]

PEDESTRIAN-FRIENDLY PATHWAYS









GPS Map Camera

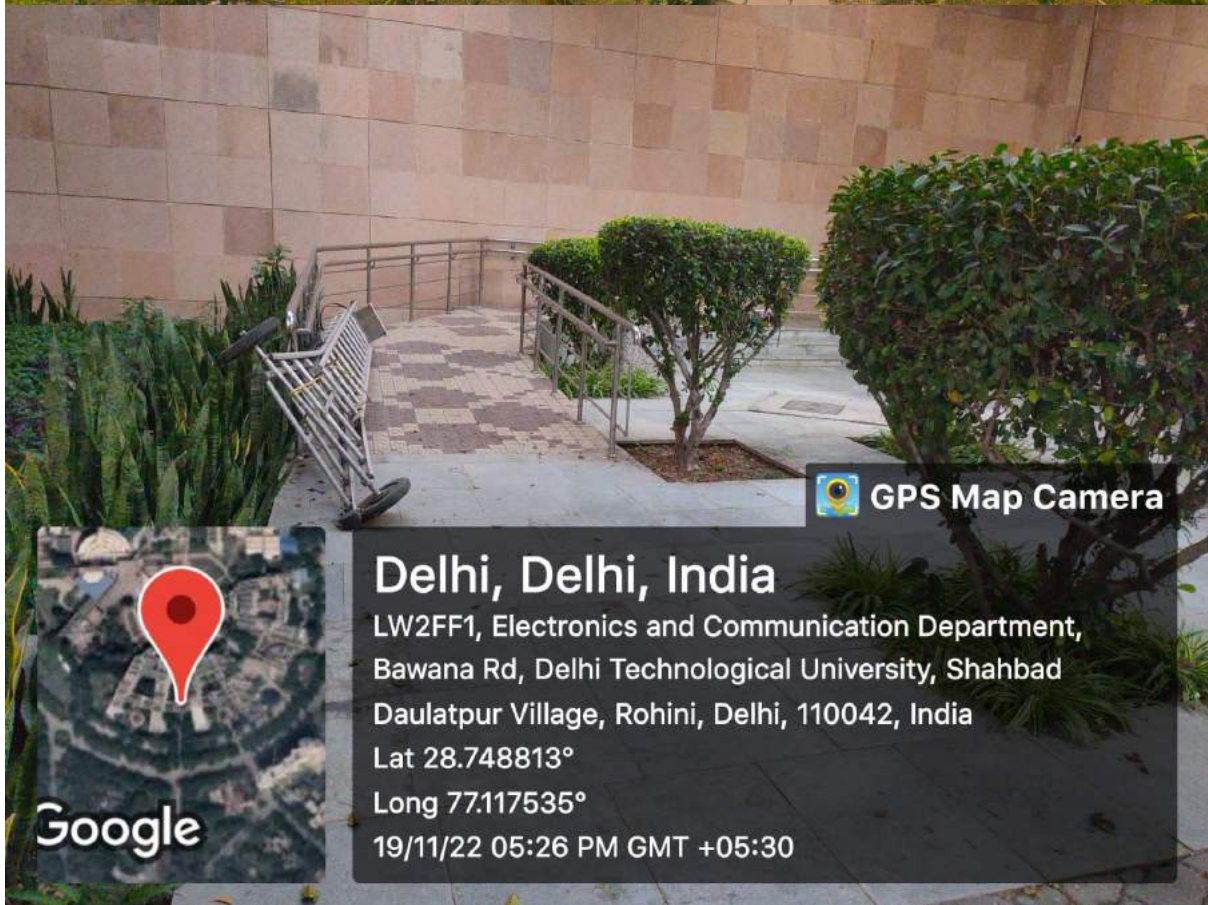
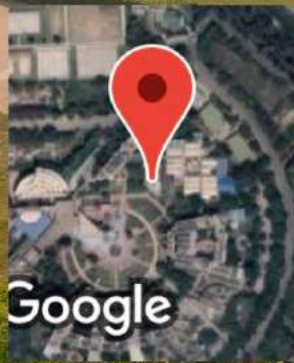
Delhi, Delhi, India

Q429+766, Western Yamuna Canal Link Road, Delhi
Technological University, Shahbad Daulatpur Village,
Rohini, Delhi, 110042, India

Lat 28.75069°

Long 77.117974°

20/11/22 11:18 AM GMT +05:30



GPS Map Camera

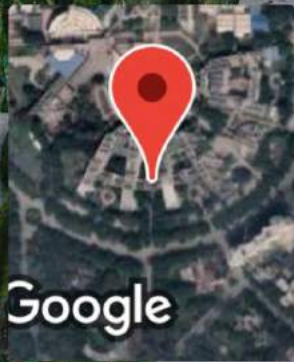
Delhi, Delhi, India

LW2FF1, Electronics and Communication Department,
Bawana Rd, Delhi Technological University, Shahbad
Daulatpur Village, Rohini, Delhi, 110042, India

Lat 28.748813°

Long 77.117535°

19/11/22 05:26 PM GMT +05:30





Delhi, Delhi, India

P4X8+FV, Delhi Technological University, Shahbad

Daulatpur Village, Rohini, Delhi, 110042, India

Lat 28.748385°

Long 77.117091°

20/11/22 11:45 AM GMT +05:30

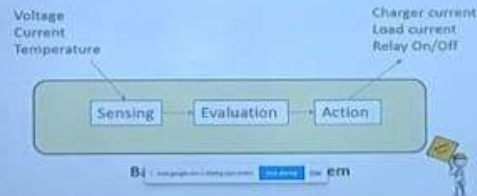
EVENT ON PROMOTION OF BATTERY OPERATED VEHICLES



Suhas Joshi is presenting

Why you need BMS ?

The BMS performs thresholds monitoring of temperature, current and voltage AND controls chargers, loads and relays to ensure safe operation



EV Workshop Google meet link.







CENTRE OF EXCELLENCE FOR ELECTRIC VEHICLE AND RELATED TECHNOLOGIES





GOVERNMENT OF NCT OF DELHI
DELHI TECHNOLOGICAL UNIVERSITY

(General Administration)

Bawana Road, Delhi 110 042

14. Sweeping/Cleaning and wet mopping of the main hall of canteen/kitchen/pantry shall be done twice a day.
15. Cleaning/dusting of Library Books and Racks.
16. **Everyday agency will collect the bio degradable and non-bio degradable garbage's from the source such as residential flats, hotels, academic block, etc. in separate bags and dispose of on the same day to the MCD Khatta.**
17. **Any other provisions as advised by the university may be incorporated in the agreement. The same shall also be binding on the agency.**

The University may also include the items, if any other than prescribed above, in the Duty chart as per their requirement.

TABLE-I

S.no.	Description of work	Area covered/unit
1.	Sweeping in covered area	1,16,299 m ²
2.	Scrubbing, wet cleaning of floor, passages and different types of floor area provided in different rooms and stair cases of the building	29936 m ²
3.	Sweeping open space like roads, courtyards, garage, parking lots, etc.	Road 91,634 m ² , footpath 38,747 m ²
4.	Cleaning open space like lawns, play grounds, etc., where necessary.	20.05 acres
5.	Cleaning and sanitation of Toilets and Bath Rooms and passages, etc. attached thereto.	3029.77 m ²
6.	Sweeping/cleaning/wet mopping of main hall of canteen/kitchen/pantry	2231.23 m ²
7.	Cleaning of mirrors, dressing tables, urinal pots and other articles contained in toilets and bath rooms.	U.P.319 nos. WC 184 pcs, IC 288 pcs, WB 491 pcs Mirrors 491 pcs

8 weeks Summer Interchip (CoE EVRT)

Attendance Sheet

Date: 25/05/2022

S.No	Name of the Candidate	Email Id	Morning (sign)	Evening (sign)	Remark
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2	Advay	advayagota_ae20a11_40@dtu.ac.in			
3	Yashi Rani	yashirani_2k21psy06@gmail.com			
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10	Mehar Chandan	chandanmeher2018@gmail.com			
11	Mir Muhammad Zaid Abubakr	zaidabubakr63@gmail.com			
12	Gulshan Kumar	gulshankumargodda28@gmail.com			
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Pragati
17-11-22

Professor & Head
Department of Biological Sciences
Dr. P. K. Gupta
(HOD)

Attendance Sheet

Date:22/07/2022

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6	Amit Kumar Singh	amitkumarsingh_2k20ceee05@dtu.ac.in	<i>AK</i>		
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18	Shubham kumar verma	shubhamshekhar870@gmail.com	<i>Shubham</i>		

Aditya Kumar
17-11-22

Attendance Sheet				Date:02/06/2022		
S.no	Name	Email id	Contact No	Sign	Name in Capital Letter by Participant	Remarks
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Prof. Dr. P. K. Singh
17-11-22
Professor & Head
Electrical Engineering Department
National Institute of Technology
Rourkela

One day Workshop on EV Infrastructure

5th June 2022

Attendance Sheet				Date:02/06/2022		
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6	ABHISHEK CHAWLA ✓	abhishekichawla_2k21pes03@dtu.ac.in	9811486160	Abhishek	ABHISHEK CHAWLA	163 Abhishek
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Professor & Head
Electrical Engineering Department
National Institute of Technology
17-15

Attendance Sheet

Date: 02/06/2022

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59	ARPIT RAWAT	ar1363@dseu.ac.in	8810243316			
60	Aryan Rathor	ar6507@dseu.ac.in	9310545504	<u>Aryan</u>	ARYAN RATHOR	154 <u>Aryan</u>
61	ARYAN SINGH	singharyan61996238@gmail.com	9608826167	<u>Aryan Singh</u>	ARYAN SINGH	110 <u>Aryan Singh</u>
62	ASHISH KUMAR PATHAK	ashishpathakvs@gmail.com	9798648436			
63	ASHISH YADAV	ay6300@dseu.ac.in	9504374880			
64	Ashna Mittal	ashna.fmds@gmail.com	9625893430			
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66	ASHUTOSH	ashutosh_2k20phdee504@dtu.ac.in	9870321242			
67	ASHUTOSH KUMAR RANJAN	ashutoshranjancss@gmail.com	7089833393			
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69	AYUSH	aa2310@dseu.ac.in	7836847906			
70	AYUSH	aa2310@dseu.ac.in	7836847906	<u>Ayush</u>	AYUSH	109 <u>Ayush</u>

401-425

Attendance Sheet				Date:02/06/2022		
S no	Name	Email id	Contact No	Sign	Name In Capital Letter by Participant	Remarks
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100	GAURAV KUMAR	gk3577@dseu.ac.in	8920143959			
101	GAURAV KUMAR	gkr3084@gmail.com	8377834326			
102	GAURAV KUMAR SINGH	gs7348@dseu.ac.in	8745990352	<u>Gaurav</u>	GAURAV	39
103	GAURAV VISHWAKARMA	gauravvishwakarma09786@gmail.com	9211417421	<u>Gaurav</u>	Gaurav Vishwakarma	49
104	GAURAV YADAV	gauravyadav_2k21phdee17@dtu.ac.in	6307183033	<u>Gaurav</u>	GAURAV	34
105	GOPAL KUMAR	gk6062@dseu.ac.in	8603067046	<u>Gopal</u>	GOPAL KUMAR	3
106	GOVIND	govindpandit0910@gmail.com	9625176640	<u>Govind</u>	GOVIND	24
107	GUDAVALLI RAHUL	gr6569@dseu.ac.in	9205344527	<u>G. Rahul</u>	GUDAVALLI RAHUL	2
108	GULSHAN KUMAR	gulshankumargodda28@gmail.com	8873229689			
109	HARDIK SINHA	hardiksinha25@gmail.com	9654687072			
110	Harsh Kumar	2021512913.harsh@ug.sharda.ac.in	7717778910	<u>Harsh Kumar</u>	HARSH KUMAR	16
111	HARSH PANDEY	harshpandey_ee20b15_05@dtu.ac.in	9315785184	<u>Harsh</u>	HARSH PANDEY	48
112	HARSH PANDEY	hp4022@dseu.ac.in	9136369401			

426-460

Attendance Sheet				Date:02/06/2022		
S.no	Name	Email id	Contact No	Sign	Name In Capital Letter by Participant	Remarks
174	Nakul	ns2019@dseu.ac.in	8860280500	<i>Nakul</i>	NAKUL	302
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176	NANDJI	Nandjikumar7@gmail.com	9711651122	<i>Nandji</i>	NANDJI	307
177	NEERAJ	neerajsharma198118131@gmail.com	9540920130	<i>Neeraj</i>	NEERAJ	337
178	NEERAJ RATHORE	nr1453@dseu.ac.in	8860095832			
179	NEHA CHAUHAN	nc64322@gmail.com	7669621447			
180	NIKHIL	Nn3306@dseu.ac.in	9311851097			
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182	NIKHIL KUMAR	nk2863@dseu.ac.in	9355696297			

• Nakul

• Nandini

• Nandji

• Neeraj

• Nikhil Kumar

Attendance Sheet				Date:02/06/2022		
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299	SHIVAM KUMAR SHAH	shivamkumarshah99@gmail.com	9910371899	<i>Shivam K Shah</i>	SHIVAM KUMAR SHAH	299
300	Shobhit Jain	jainshobhit1532002@gmail.com	9810465456	<i>Shobhit</i>	SHOBHIT JAIN	300
301	Shree Arya	aryashree2405@gmail.com	7764800980	<i>Shree Arya</i>	SHREE ARYA	301
302	SHUVADEEP BISWAS	shuvadeepbiswas_ee21b9_52@dtu.ac.in	8800937455	<i>Shuvadeep</i>	SHUVADEEP BISWAS	302
303	SIDDHI GARG	gargsiddhi2005@gmail.com	8826745272	<i>Siddhi</i>	SIDDHI GARG	303
304	SIKANDAR ALI KHAN	sikandaralikhan@dtu.ac.in	9599502026			
305	SOHAM GHOSH	soham3210ghosh@gmail.com	7303200697	<i>Ghosh</i>	SOHAM GHOSH	<i>Ghosh</i>
306	SOMA DEB	soma.deb@sharda.ac.in	9999349599	<i>SD</i>	✓	280
307	SOMYA SHISHODIA	shishodiasomya31@gmail.com	7678284982			
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309	SOURAV	souravshah911@gmail.com	9205448510	<i>Sourav</i>	SOURAV	309
310	SPANDAN CHOUDHURY	sc4452@dseu.ac.in	8178273088	<i>Spand</i>	SPANDAN CHOUDHURY	310
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312	SUMIT	ss5227@dseu.ac.in	8368388837			

Shivam K Shah
Shobhit
Shree Arya
Shuvadeep
Siddhi

Spand

Sourav
Spand
Srishti

Attendance Sheet

Date: 02/06/2022

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381	Dhananjay Yadav	YadavDhananjay532@gmail.com	8860906245	<i>Dhananjay</i>	DHANANJAY YADAV	281
382	Sushant Chaturvedi	chaturvedi17@gmail.com	958242940	<i>Sushant</i>	SUSHANT	282
					CHATURVEDI	
383	Satyamit Kumar	satyamitkumar@gmail.com	8178571559	<i>Satyamit</i>	SATYAMIT KUMAR	283
384	Srijan Singh	srijan1376@gmail.com	9893570597	<i>Srijan</i>	SRITAN SINGH	268
385	Shashank Shahi	shashankshahi2004@gmail.com	9654533457	<i>Shashank</i>	SHASHANK SHAHI	287
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391	Ashok Kumar	ashokkumar1985@gmail.com	9955777777	<i>Ashok</i>	ASHOK KUMAR	293
392	Shruti Pradyapat	shruti9704@gmail.com	9880859884	<i>Shruti</i>	SHRUTI PRADYAPATI	286
393	Shefali Painuli	ShefaliPainuli28@gmail.com	6398154201	<i>Shefali</i>	SHEFALI PAINULI	

Vansh

Yash

Vivek Kumar

266

Shashank

Harshit

Shivam

Ashok

Shefali

Attendance Sheet

Date:02/06/2022

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396	Sumit Chauhan	SumitChauhan104040@gmail.com	9315941919		SUMIT CHAUHAN	
397	Saurav Kumar	yadav.saurav.074@gmail.com	7079926754		SAURAV KUMAR	
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Page 17-11-22



DELHI TECHNOLOGICAL UNIVERSITY

Department of Mechanical, Production & Industrial
and Automobile Engineering
(Centre for Energy & Environment)



Two-Week Short-Term Training Program (Online)

on

ALTERNATIVE ENERGY SOURCES FOR SUSTAINABLE DEVELOPMENT

January 3 – 14, 2022,

Google Meet joining info Video call link: <https://meet.google.com/guy-qrvx-cqf>

03.01.2022 – 14.01.2022 (Program Schedule)

- Inauguration: 03.01.2022 (Monday), 03:00 PM to 04:00 PM
- Registration and joining of participants: 02:30 – 02:50 PM
- Welcome and Introduction to the Programme: Prof. Amit Pal: 03:00 to 03:10 PM
- Developments in MED, DTU: Prof. S. K. Garg, HOD: 03:10 to 03:20 PM
- Address by Guest of Honour: Prof. H.C Lim, Pusan University, S. Korea: 03:20 to 03:30 PM
- Address by Guest of Honour: Prof. K A Subramanian, DESE, IITD: 03:30 to 03:40 PM
- Address by Chief Guest: Prof. J.P. Saini: 03:40 to 03:50 PM
- Vote of thanks: Dr. Anil Kumar: 03:50 PM

DATE \ TIME	02:30 to 4:00 PM	04:00 PM to 05:30 PM	05:30 PM to 06:00 PM	06:00 PM to 07:30 PM
03.01.2022	Inaugural Session	Indian Energy Security <i>Prof. K. A. Subramanian, IIT - Delhi</i>	Short Break	Biofuels and Sustainability <i>Prof. Amit Pal MED, DTU Delhi</i>
04.01.2022	Development and challenges of HCCI Engine along with Performance Enhancement and Air Conditioning <i>Prof. Rajesh Kumar MED, DTU Delhi</i>	Effect of phase change Materials encapsulation designs on thermo-electric performance of PV panels <i>Prof. Om Prakash Singh, IIT - BHU</i>		Solar Thermal Applications in Industries <i>Dr. Anil Kumar MED, DTU Delhi</i>
05.01.2022	Biodiesel <i>Prof. Shudhakar Jindal MPCTE, Udaipur</i>	CFD and Its Application <i>Dr. M. Zunaid MED, DTU Delhi</i>		Waste to Energy <i>Prof. Avdesh K Sharma DCRUST, Murthal</i>
06.01.2022	Concentrating Solar Collectors (CSC) and Photovoltaic/Thermal (PV/T) Collectors <i>Dr. Afzal Husain Sultan Qaboos University</i>	Thermal comfort in Built Environment: New Directions and Dimensions <i>Dr. Manoj Kumar Singh University of Ljubljana</i>		Solar Energy: An alternative and Sustainable way for various applications <i>Dr. Rahul Dev NIT, Allahabad</i>

07.01.2022	Development of cost effective thermal energy storage system for affordable solar thermal power generation <i>Prof. P. Srinivasan, BITS-Pilani</i>	Promise of Energy Efficiency for Energy Security <i>Dr. Ashok Kumar</i> BEE, India		Nuclear Power: The energy source for sustainable development <i>Prof. Anil Kumar Sharma</i> Jamia Millia Islamia, New Delhi
10.01.2022	Dr. Manjunath MED, DTU Delhi	Integrated renewable energy system for sustainable development. <i>Prof. R.P. Saini</i> Indian Institute of Technology Roorkee		"Bio-energy: A Sustainable Option" <i>Dr. Rajneesh</i> NIT Kurukshetra
11.01.2022	Low Carbon Economy Through Solar Energy Technologies Dr. J. P. Kesari MED, DTU Delhi	Solar Power Plant Schemes <i>Prof. Chandra Shekhar Malvi</i> Madhav Institute of Technology and Science Gwalior		Design and Analysis of Low Cost Refrigerator for Preservation of Fruits and Vegetables <i>Prof. Om Prakash</i> NIT Patna
12.01.2022	Sustainable development of LEDs supply chain solutions Dr. Saurabh Agrawal DSM, DTU Delhi	Biomethanation: A Sustainable Approach Towards Conversion of Green Waste into Clean Energy <i>Prof. Ajay Kalamdhad, IIT-Guwahati</i>		Advances in Solar Distillation System <i>Prof. Manoj Kumar Gaur</i> Madhav Institute of Technology and Science Gwalior
13.01.2022	Macro economy, fiscal policy, energy security and sustainable development Prof. Raj Kumar Singh MED, DTU Delhi	Geothermal Energy provinces of India: Promises and Challenges <i>Prof. Anirbid Sircar</i> Pandit Deendayal Energy University, Gandhinagar		Prof. S. Maji MED, DTU Delhi
14.01.2022	Recent Biotechnological Applications of Waste Cooking Oil Prof. Surendra Kachhwaha PDPU, Gandhinagar	Valedictory Session		Feedback

Selected interactive participant shall be suitably rewarded.

Course Coordinator

Two-Week Short-Term Training Program (Online) on ALTERNATIVE ENERGY SOURCES FOR SUSTAINABLE DEVELOPMENT
January 3 – 14, 2022

Participant list –Registration Fee Payment (AESD-2022)		
S. No.	Full Name	Name of the Institution
1	Anand Tembulkar	P.I.T., PUSA, NEW DELHI
2	SHAH ALAM	Jamia Millia Islamia New Delhi
3	Mohammad Afazal	Jamia Millia Islamia, New Delhi
4	Dr. Charu Gaur	Delhi Skill and Entrepreneurship University Okhla II Campus
5	RAJEEV KUMAR MISHRA	Delhi Technological University
6	MUKUL SHARMA	Bennett University
7	Himanshu Pachori	Indian Institute of Information Technology, Design and Manufacturing, Jabalpur
8	Rahul Sharma	IIMT college of engineering
9	MUTNURU SRINIVASA RAO	ARYABHATT DSEU ASHOK VIHAR CAMPUS
10	Lakhan Kumar	Delhi Technological University
11	INAYAT HUSSAIN	SRMS COLLEGE OF ENGINEERING & TECHNOLOGY , BAREILLY. U.P.
12	MD NAZEEM KHAN	D.T.U. Delhi
13	Manish Jain	RJIT, Tekanpur, Gwalior
14	Sanjeev Kumar	Delhi skill and Entrepreneurship University, Delhi
15	VINEET KUMAR VASHISHTHA	KIET Group of Institutions, Ghaziabad
16	Dr. Jyoti Kulkarni	DSEU Rohini Campus (GNDIT)
17	Naveen Kumar Garg	G B Pant Institute of Technology
18	Dr Mayank Pande	DSEU ARYABHATT ASHOKVIHAR CAMPUS
19	VIKAS ATTRI	DCRUST, MURTHAL
20	Riniyo Nani	Aryabhatt DSEU Ashok Vihar Campus
21	Dr DEEPALI ATHEYA	Bennett University (Times of India Group)
22	Saurabh Agrawal	DTU
23	Dhiraj Kumar Pal	Delhi Technological University
24	PRABHAKAR SHARMA	DCRUST Murthal Haryana
25	Aman Kumar	Guru Nanak Dev ,DSEU, Rohini Campus
26	Manish Kumar	Delhi Technological University
27	Saif Nawaz Ahmad	National Institute of Technology Patna
28	HARWINDER SINGH	Delhi Technological University
29	Laxmi Narayan Meena	ARYABHATT DSEU ASHOK VIHAR CAMPUS DELHI
30	Harijan Das	Delhi
31	Manju Kumari	Aryabhat Institute of Technology (DSEU Ashok Vihar Campus)

32	SAUMYA SHREY	Delhi Technical University
33	Vaibhav Singh	Delhi Technological University
34	Dr Sanjay Kumar	Delhi Technological University, delhi
35	Rajesh Kumar	DTU Delhi
36	PRASHANT KUMAR SHANKER	Delhi Technological University
37	Suraj Thakur	DTU
38	Jatinder Kataria	State Institute of Engineering and Technology Nilokheri
39	Brijesh Dager	DCRUST MURTHAL SONIPAT HARYANA
40	Dr. Ajay chhillar	GND dseu rohini campus
41	RANJAN PRAKASH	Delhi Technological University
42	NANAK RAM	Guru Nanak Dev DSEU Rohini Campus
43	Manoj Kumar Praharaj	Ajay Binay Institute of Technology
44	ARUP SANKAR BHAUMIK	G B Pant DSEU Okhla 3 Campus (G B Pant Institute of Technology)
45	BALWAN SINGH	Aryabhatt Institute of Technology
46	Rajesh Kumar	Dayalbagh Educational Institute Agra
47	Dr. Roop Lal	Delhi Technological University
48	Dr. Mamata R. Singh	MBIT, DSEU, Delhi



(Prof. Amit Pal)

Coordinator



DELHI TECHNOLOGICAL UNIVERSITY

Department of Mechanical, Production & Industrial
and Automobile Engineering
(Centre for Energy & Environment)



One-week Short Term Training Program (Online)
on

ROLE OF RENEWABLE ENERGY SOURCES IN INDIAN ENERGY SECURITY

05.07.2021 – 10.07.2021 (Program Schedule)

Inauguration: 05.07.2021

About the Programme: 9:30AM to 9:35 AM

About the Department initiatives towards Knowledge sharing: 9:40 AM

Address by the Guest of Honour Prof. K A Subramanian 9 40 AM

Address by the Chief Guest Prof. Yogesh Singh 9: 45 AM to 55 AM

Vote of thanks by Prof. Amit Pal: 9:55 AM

DATE	TIME 9:30 AM to 11:30 AM	11:30 AM to 12:00 Noon	12:00 Noon to 02:00 PM
05/07/2021	Indian Energy Security <i>Prof. K. A. Subramanian, IIT -Delhi</i> (10: AM to 11:30 AM)	Short Break	Integrated Renewable Energy Systems <i>Prof. Sunil Kumar Singal, IIT-Roorkee</i>
06/07/2021	Auto Fuel Policy 2025 <i>Prof. L. M. Das, IIT-Delhi</i>		Sustainability – Choices or lifestyle <i>Dr. Ashish Shukla</i> Loughborough University, UK
07/07/2021	Energy Environment and Economics <i>Prof. P. Srinivasan, BITS-Pilani</i> Promise of Energy Efficiency for Energy Security <i>Dr. Ashok Kumar, BEE, India</i>		Biomethanation: A Sustainable Approach Towards Conversion of Green Waste into Clean Energy <i>Prof. Ajay Kalamdhad, IIT-Guwahati</i>
08/07/2021	“Thermal Comfort in Passive Building” <i>Dr. Manoj Kumar Singh</i> University of Ljubljana		Energy-economy-environment interaction modelling <i>Prof. Atul Kumar, JNU, New Delhi</i>
09/07/2021	Role of Emerging Cavitation Technologies in Sustainable growth of Bioenergy Sector <i>Prof. Surendra Kachhwaha,</i> PDP, Gandhinagar		Energy from Biomass <i>Prof O.P. Chaurasia, NIT-Patna</i> Renewable and Alternative Fuels for IC Engine to meet Energy demand and Emission Norms <i>Prof. S. Maji, DTU, Delhi</i>
10/07/2021	Modeling Techniques of Wind Potential Assessment <i>Prof. HEECHANG LIM</i> Pusan National University, South Korea		Design of Buildings for Energy Saving <i>Prof. Om Prakash Singh, IIT -BHU</i>

Feedback and Valedictory Session: 10.07.2021, 2:30 PM

Course Coordinators

Prof . Amit Pal

DR. Anil Kumar

DR. M. Zunaid

DR. N. A. Ansari

LIST OF RORES-2021 REGISTERED PARTICIPANTS

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85	Neeraj Kumar	DTU
86	Dr. Savita Vyas	RGPV, Bhopal
87	Ajay Bangar	RJIT, Gwalior
88	Dr. Jitender Kataria	GEC, Nilokheri, Haryan
<p>The total amount of registration fee received from 88 participants is Rs. 21966, and the total amount GST received from 88 participants is Rs. 3654.</p>		



(Prof. Amit Pal)

Coordinator

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DELHI TECHNOLOGICAL UNIVERSITY
Established by Govt. of Delhi vide Act 6 of 2009
(FORMERLY DELHI COLLEGE OF ENGINEERING)
Shahbad Daulatpur, Bawana Road, Delhi-110042

Security Branch

Quality Policy

The security branch is committed to maintain safe and secure environment for work and study, keeping proper record of the visitors with utmost accuracy, prevent unlawful activities within the campus. The activities of the security branch are conducted in accordance with the provisions of the acts, statues, ordinances, rules & regulations of the University and in coordination with the local police and other government bodies.

In case any grievance/assistance/feedback, following officers may be contacted:-

S. No.	Name & Designation	Contact No.
1.	Sh. Nitin Kumar Puri, Security Officer	9871224814
2.	Sh. A. K. Chauhan, Dy. Security Officer	8506866090
3.	Sh. Shri Pal Singh, Asstt. Security Officer (NSSA)	9992603712
4.	Supervisor, on duty (24x7)	9817160668
5.	Security Control Room, Main Gate DTU	011-27299376

(Dr. Nitin K. Puri)
Security Officer

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Abbreviations:

- DGR: Director General of Rehabilitation
- NSSA: Neha Shukla Security Agency
- CCTV: Closed Circuit Television
- DFMD: Door Frame Metal Detector
- DTU: Delhi Technological University
- VIP: Very Important Person
- SO: Security Officer
- DSO: Dy. Security Officer
- ASO: Assistant Security Officer
- CA: Competent Authority
- GA: General Administration

1. Introduction:

The security branch is the immune system of the University. They are responsible for the security of people and property inside the university campus. It is constituted of an efficient team of dedicated security personnel, and very righteous and decisive Security Officer and Security Consultant. Their indefatigable and vigilant nature ensures the safety & security of all the students, VIPs, teaching & non-teaching staff, guest and visitors within the campus. They also take care of the safety of buildings, equipment, and other infrastructure of the university.

In case of breach of security or violation of security protocols, the individuals involved are strictly dealt with.

Delhi Technological University and East Delhi Campus are committed to provide a safe place for all residents, staff's employee, and students to study, work, live and visit. Each of our campuses has a trained and dedicated team of Security professionals and is able to guide you with general queries and security issues. With guard patrols and CCTV monitoring, this team works actively to solve issues before they become a problem. Safety and Security process is a team effort and needs to be the responsibility for your own safety.

[Security Department]

Revision: Ver. 1.0

Date: 04-04-2018

Doc Number:

Conforms to ISO-9001:2015

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2. Amendments:

This is the first document and the amendments if any can be made with the approval of Competent Authority.

Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First draft] – [Security]

3. Purpose:

3.1 Welcome

The Security Department ensures the safety and security of people and property inside DTU and the East Delhi campus. They provide special security to the VIPs of the university, perform regular patrolling to maintain a safe environment for students and staff members, keep record of the visitors entering and leaving the university, ensure obedience of security protocols, prevent trespassing and smuggling, prevent indulgence of university students or employees in unlawful activities and efficiently coordinate local governing bodies in prosecution of defaulters in case of security breach.

- Establishment of a security agency.
- Preparation and assessment of an annual risk factors.
- Identification of long-term and short-term needs.
- Integration of duties in planning process among administrators, teachers, local police and students.
- Implementation of strategies for response to identified needs.

3.2 Quality Policy

The security branch is committed to maintain a safe and secure environment for work and study, keeping proper record of the visitors with utmost accuracy, prevent unlawful activities within the campus. The activities of the security branch are conducted in accordance with the provisions of the Acts, Statutes, Ordinances, and Rules & Regulations of the University, and in coordination with the Local Police and other governing bodies.

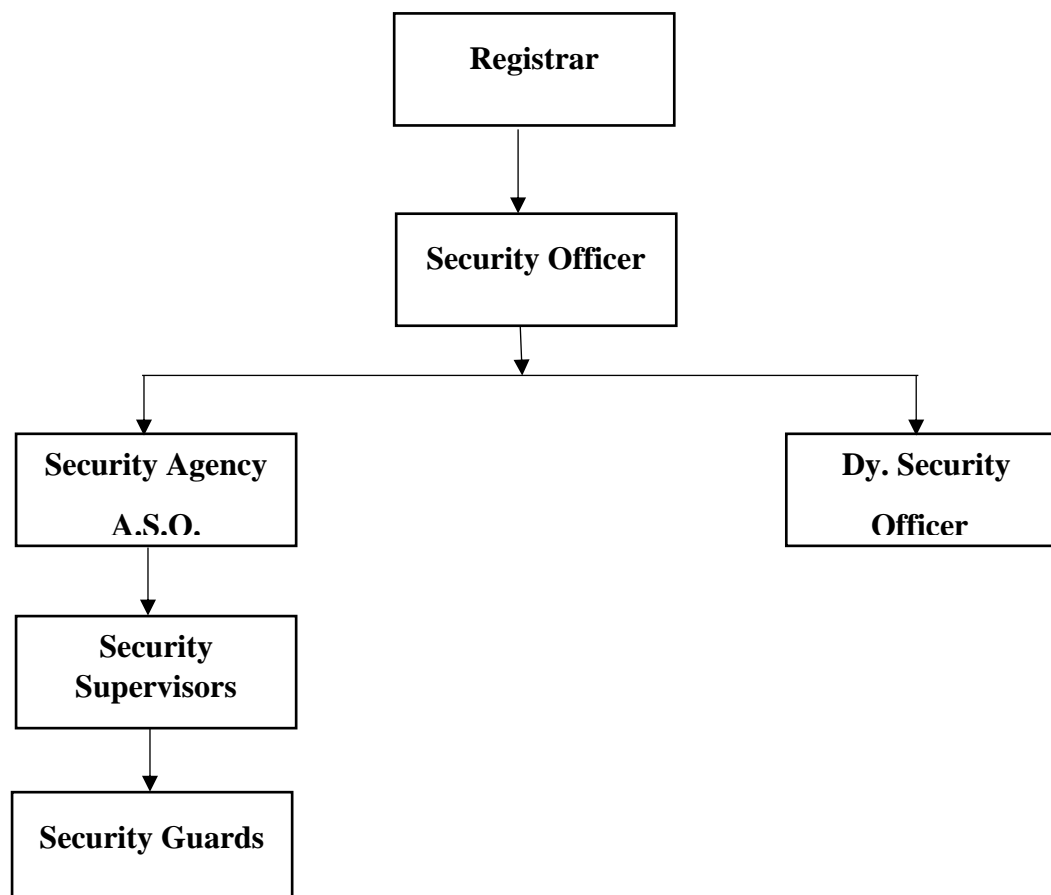
4. Responsibilities:

4.1 Context of the Organization

4.1.1 Organization Chart

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Organization chart of the Security Department



4.1.2 Responsibilities and Authorization

Designation	Responsibilities	Authority
Registrar	<ol style="list-style-type: none"> 1. To manage all security activities of the university. 2. To monitor and control of the security matters to keep the environment safe and secure in the university. 	<ol style="list-style-type: none"> 1. Issues Notices, Circulars related to Security. 2. Sanction approvals.

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Security Officer	<ol style="list-style-type: none"> 1. To maintain lawful, secure, ragging-free and harassment-free environment in the campus. 2. To monitor physical safety of buildings by instructing the guards for locking and unlocking the doors. 3. To ensure whether the hazardous equipment in laboratories are being handled as per safety instruction. 4. To maintain the vigilant patrolling inside the campus to ensure personal, building and equipment security. 5. To take stern action in case of breach of security or violation of security protocols. 6. To prevent trespassing or unauthorized entry by a person or group of persons. 7. To prevent smuggling of equipment into or out of the campus. 8. To deploy extra security guards in case of special events such as college festivals, 	<ol style="list-style-type: none"> 1. Decision making for issuing Notices and Circulars

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	<p>convocation, conferences, etc.</p> <p>9. To provide for sufficient resources and security equipment for efficient implementation of law.</p> <p>10. Conducting surprise checking in order to ensure the sincerity among guards towards the fulfillment of their duties as per directions and protocol.</p> <p>11. To coordinate with police, fire safety department, and paramedics in case of accidents, acts of violence or any instance of infringement of civil law.</p>	
Dy. Security Officer	<p>1. He has the responsibility of ensuring formulation, implementation and maintenance of Security Policies and Procedures.</p> <p>2. His advice is need in planning the security layout during special events such as fests, sports tournaments, cultural events, etc.</p>	

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	<p>3. He is needed for consultation when disciplinary action is to be taken against people responsible for violation security regulations.</p>	
ASO, Neha Shukla Security Agency	<p>1. Assignment of duties to Security Guards is done by the Security Supervisors during the Morning Shift (6 A.M.- 2 P.M.), Afternoon Shift (2 P.M. – 10 P.M.) and Night Shift (10 P.M. – 6 A.M.) and a General Shift (9 A.M.- 5:30 P.M).</p> <p>2. Process of briefing and de-briefing is followed shift wise by respective Shift supervisors / ASO.</p> <p>3. Concerned Shift Supervisor checks frequently the deployment of guards.</p>	
Security Supervisor	<p>1. Performs regular patrolling in the campus on foot, on bicycle or in assigned motor vehicle to ensure personal, building, and equipment security.</p>	

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	<ol style="list-style-type: none"> 2. Instructs Security Guards to examine doors, windows, and gates to prevent unlawful entry. He is the authorized bearer of the keys to all the locks on campus buildings. He monitors closed buildings for unauthorized persons and suspicious activities. 3. Informs and warns violators of rule infractions, such as loitering, smoking, or carrying forbidden articles. In case of violation, takes strict action as directed by Security Officer. 4. Provides security escort services for VIPS, visitors, students, staff, and faculty, as necessary; provides other public assistance, such as lockout services, jump-starts, and routine information. 5. Keeps a check on irregularities, such as security breaches, facility and safety hazards, and emergency situations; In case of these happenings, he immediately reports to the Security Officer and contacts emergency responders, such as police, fire, and/or ambulance personnel, as required. 6. Performs periodic checks of emergency call boxes 	
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	<p>and/or street lights to ensure proper safety in the campus; any malfunction; noticed is immediately reported to the concerned technical staff.</p> <p>7. He also provides safe and efficient transportation facility to university employees and/or visitors, as requested, using an institutional vehicle.</p> <p>8. He maintains security controls for issued university keys; safeguards and controls issued university equipment. In case of any misuse of the keys, he reports to the Security Officer and the local police.</p> <p>9. Assists and advices in the hiring and training of security and other related personnel. Monitors the performance of security employees by surprise checks.</p> <p>10. Develops work schedules and makes shift assignments.</p> <p>11. Prepares routine, standardized reports.</p> <p>12. Enforces municipal laws and administers the Student Code of Conduct as directed by the University security policy.</p> <p>13. Conducts investigations and writes reports</p>	
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	<p>regarding criminal and Student Code of Conduct violations, complaints of theft and vandalism.</p> <p>14. Serves as Campus Security Authority as outlines by the Campus Security Policy</p> <p>15. Assists the Security Officer/Security Consultant as needed.</p>	
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Security Guards	<ol style="list-style-type: none"> 1. Assignment of duties to Security Guards is done by the Security Supervisors during the Morning Shift (6 A.M. - 2 P.M.), Afternoon Shift (2 P.M. – 10 P.M.) and Night Shift (10 P.M. – 6 A.M.) and a General Shift (9 A.M. - 5:30 P.M). 2. The incoming guard arrives at the post at-least 15 minutes before the start of his/her shift. 3. Security guards do static and physical patrol of the premises to ensure that everything is in order. 4. Proper checking of man & material is done by the Security Guards at the main gate of DTU campus. 5. Entry and Exit details of Outsiders & their vehicles are maintained by the Security staff. 6. Monitoring of CCTV surveillance is checked by the security staff. 7. Area patrolling is done round the clock by security guards. 8. Timely opening and closing of the teaching 	
------------------------	---	--

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	Valid Through	
	Pages	
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	<p>classrooms/labs/offices etc. by the security guards.</p> <p>9. At the end of each day the guard ensures that the building he/she is guarding:</p> <ol style="list-style-type: none"> All windows are shut. Lights are switched off (except those in working state). Doors are locked. Check the alarm system. <p>10. Campus patrols are carried out by the Security guards for ensuring a safe and secure environment for staff, students, visitors and residents.</p> <p>11. Guards on patrols do the following actions:</p> <ol style="list-style-type: none"> Check that security lights are ON during the night and switched OFF during the day and look for breaches in the perimeter fence. Inspect doors and windows of Admin Building and other departments to make sure they are securely looked. Turn off all running tapes and switch 	
--	--	--

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	Version:	1.0
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	Valid Through	
	Pages	
	Signature of authorizer/HOD	

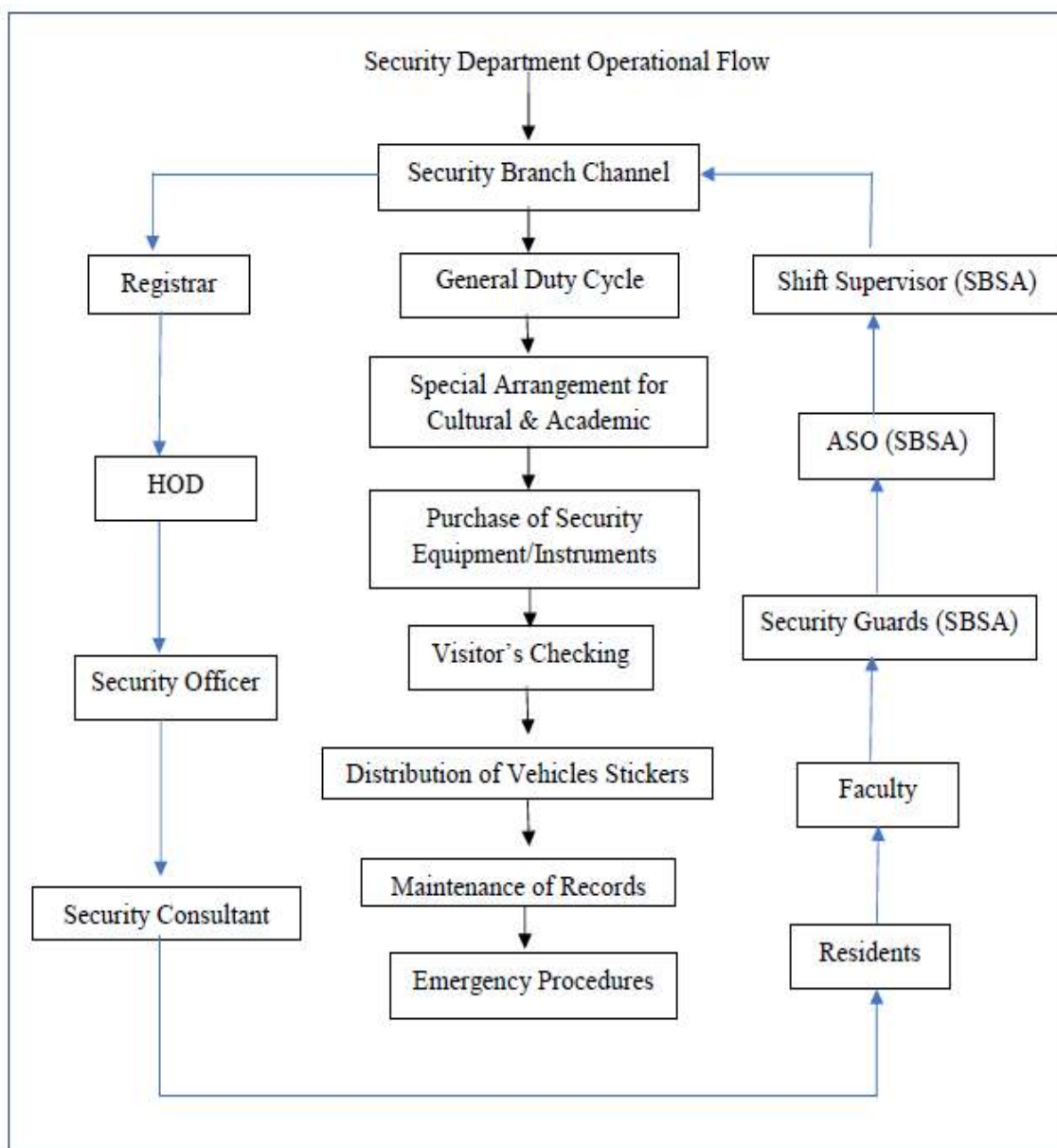
	<p>off non-essential lights.</p> <p>d) Report immediately to the Security Control Room about any anomalies that they noticed.</p> <p>e) Guards inspect and adjust security systems & equipment to ensure operational use and to detect sign of any damage.</p> <p>f) Guards answer alarms and investigate disturbances and respond to emergencies.</p> <p>g) Guards write the operational reports of daily activities and irregularities.</p> <p>h) Guards escort to transport individuals to specified locations.</p>	
--	--	--

4.1.3 Work Culture

All activities of the security department are quick and timely. The security department is committed to ensure safety to all persons and structures inside the campus. All the Security officials are committed to the fulfillment of their duties in best possible manner.

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4.1.4 Flow of Processes and Information



4.1.5 Internal Issues

- Shortage of work-force
- Shortage of space
- Ragging
- Theft
- Vehicles Accidents

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	Pages	
	Signature of authorizer/HOD	

4.1.6 External Issues

- Terrorist Attack
- Un-Authorized Entry
- Un-Authorized activity near surrounding boundary wall

4.1.7 Risks

- Large numbers of people entry for walking during morning & evening time.
- Non availability of sufficient space/holding area for vehicle checking during peak hours.
- Non availability of x-ray machine at main entrance gate for frisking of begs & baggage.
- Non availability of DFMD at main entrance gate.
- Non availability of Reception facility at main entrance gate.
- Non availability of Photo identity cards to all resident family members.
- Parameter wall unsafe due to less height & without concertina wire.
- Non availability of Police verification of temporary workers/ servants/ casual labors etc.

4.1.8 Opportunities

- Security department contributes to maintain the security by adopting modern security methods and conducting vigilant patrolling and surprise checking. For efficient working of the security machinery, the Security department keeps coordination with all other departments of the University.

4.2 Interested Parties

4.2.1 Students

4.2.2 Parents

4.2.3 Faculty

4.2.4 Academic and Non-Academic Departments of DTU and East Delhi Campus

4.2.5 Govt. of NCT of Delhi and its ministries/departments

4.2.6 Govt. of India and its ministries/ departments

4.2.7 Employers

5. Scope:

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
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	Pages	
	Signature of authorizer/HOD	

“To provide quality security services pertaining to needs of DELHI TECHNOLOGICAL UNIVERSITY & EAST DELHI CAMPUS, Delhi”.

5.1 Scope of Quality Management

The branch is responsible for security of all the VIPs, students, teaching & non-teaching staff, guest, visitors, and residents. The details are given in Annexure-I.

5.2 Locations

5.2.1 Delhi Technological University, Shahbad Daulatpur, Bawana Road, Delhi 110042

5.2.2 East Delhi Campus, Vivek Vihar, Phase-2, Jhilmil Colony, Delhi, 110042

5.3 Exclusions

- Boundary Walls should be covered with Concertina Wire and height should be increased.
- Facility of Watch Towers in all four corners of DTU.
- Emergency alarming system should be present.
- Traffic Marshals should be present on accident prone points.
- Intelligence wing should be established.

6. Procedures

6.1 Process Management Methodology

Refer to processes and information flow chart as described at point 4.1.4.

6.2 Top Level Processes

- 6.2.1 General Duty Cycle
- 6.2.2 Special Arrangement for Cultural and Academic Activities
- 6.2.3 Purchase of Security Equipment/Instruments
- 6.2.4 Visitor's Checking
- 6.2.5 Distribution of Vehicle's Stickers
- 6.2.6 Maintenance of Record
- 6.2.7 Fire
- 6.2.8 Evacuation
- 6.2.9 Medical
- 6.2.10 Bomb Threat

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
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	Effective From	
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	Pages	
	Signature of authorizer/HOD	

7. Complete Department Procedures

7.1 General Duty Cycle

7.1.1 Summary

- Division of guards is done by the supervisor into three shifts (i.e., for 8 hours per shift).
- Each shift starts with the briefing process of guards by shift supervisor.
- Deployment checking by the shift supervisor/ ASO/SC/SO.

7.1.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.1.3 Procedure

- Assignment of duties among security guards into three shift is done firstly.
- Maintenance of records of the distribution of duties is recorded in duty register.
- Duty register is checked by shift supervisor and ASO.

Checklist: Copy of Duty Register

Timeline: 24 Hrs.

7.2 Special Arrangement for Cultural and Academic Activities

7.2.1 Summary

- Special permission is granted from CA through registrar for organizing any cultural & academic activities.
- After approval, work order is send to ASO (NSSA).
- Deployment of security guards is done accordingly ensured by the ASO (NSSA).
- Arrangement of traffic and local police is made by the concerned authorities.
- Payment of bills of extra guard's duty is marked to SO through GA branch.

7.2.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.2.3 Procedure

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
	Version:	1.0
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	Valid Through	
	Pages	
	Signature of authorizer/HOD	

- Notification for organizing any cultural and academic event is provided by the respective party to SO.
- Registrar will approve the respective event.
- ASO (NSSA) is informed for the need of security guards.
- Liaison of traffic and local police is done by SO/DSO.
- Claim of bills regarding extra guard's duty is marked to GA branch.

Checklist: Performa to organize any event.

Timeline: 15 days prior from event's date.

7.3 Purchase of Security Equipment/Instruments

7.3.1 Summary

- A note is put up for purchase of any security equipment/instruments.
- Issue of work order is done by SO/DSO.
- Bills are maintained in billing register and forward to Accts branch through Registrar.

7.3.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.3.3 Procedure

- Preparation of a note regarding purchase of security equipment/instruments.
- Issuing of work order.
- Bills are marked to Accts branch

Checklist: Copy of Note sheet

Timeline: 20 days

7.4 Visitor's Checking

7.4.1 Summary

- To maintain a safe environment in the organization, security personnel are deployed at the main gate during day and night time.
- Checking of visitors is performed always.
- Maintenance of record is done regularly.
- Unregistered visitor's vehicles are not allowed to enter inside campus unless they have some business purpose.

7.4.2 Revision and Approval

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- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.4.3 Procedure

- Checking of identity proof of the respective visitor is made by the security guards at the main gate
- Maintenance of record of their personal details and purpose of visit.
- To guide the map of the location for their desired job.

Checklist: Copy of Entry Register

Timeline: 24 Hrs.

7.5 Distribution of Vehicle's Stickers

7.5.1 Summary

- Vehicle's stickers are distributed for availing the parking inside the campus in order to avoid inconvenience during daily checking procedure at main gate.
- The documents needed for issuing a sticker are photocopy of RC, driving license and photo ID.

7.5.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.5.3 Procedure

- Vehicle's stickers are distributed among students, teaching and non-teaching staffs.
- Full verification is done during issue process by the concerned authority.
- Finally, stickers are issued after signed by concerned authority.

Checklist: Copy of Issuing Register

Timeline: Same day

7.6 Maintenance of Record

7.6.1 Summary

- All the documents related to NSSA are retained in information register.

7.6.2 Revision and Approval

- [ver. 1.0] – [04-04-2018] – [First Draft] – [Security]

7.6.3 Procedure

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- The information of Security Guards, Supervisors, ASO are maintained.

Checklist: Copy of Payment Register

Timeline: Everyday

7.7 Fire

- Activate the fire alarm and inform about this to the nearby Security guards.
- Dial the emergency contact number of DTU Security Control Room at Main Gate - **011-27299376/9817160668**.
- Dial the Fire Brigade Emergency Number - 102.
- Close the open doors and windows during exit and evacuate the building as soon as possible.

7.8 Evacuation

- All activities (meetings, teaching, etc.) should be stopped immediately.
- Remain calm and follow the instructions given by Security guards.
- Use the Fire exit door or any closest safe exit and don't use lift.
- Don't block the doorways and wait outside until "ALL CLEAR" announcement.

7.9 Medical

- Dial College Ambulance Number- **Sh. Mukesh Kumar (Driver)-9136126190**
- Dial direct to Ambulance Emergency Number - **102**.

7.10 Bomb Threat

- Remain calm.
- Gather as much information possible from the caller.
- Inform the Local Police.
- **Call 100.**

8 Overview

8.1 Process Sequence

Refer Flow of Process Flowchart at point 4.1.1.

9 Related Document/Forms

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- 9.1 Copy of Visitors In/Out Register.
- 9.2 Copy of Girls Hostel In/Out Register.
- 9.3 Copy of Dust & Material In/Out Register.
- 9.4 Copy of Labor In/Out Register.
- 9.5 Copy of Shift Duty Register.
- 9.6 Copy of CCTV checking Register.
- 9.7 Copy of Briefing Register.
- 9.8 Copy of Lost & Found Register.
- 9.9 Attendance Register.

10 Related Forms

- 10.1 Requisition for deployment of extra Security Guards.

11 References

Refer to DTU website.

12 Attachments

- 12.1 Performa annexed as per related documents & forms mentioned at Point 10 & 11.

Annexure I

Scope of Quality Management System

DTU-Dept. SECURITY	Code:	DTU/SECURITY/001
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Sr. No.	Objectives	Targets	Means & time frame	Location	Primary responsibility	Secondary responsibility
1	<u>Protection of Man & Material</u>	100%	As per Service Level Agreement with Sunil Bhagat Security Agency (SBSA)	DTU & East Delhi Campus	Security Officer	ASO (NSSA)
2	<u>Issuing of Pass & Permission</u>	Unauthorized person should not be permitted	Daily	Main gate of DTU & East Campus	Security Control Room of DTU & East Campus	Security Supervisor
3	<u>Surprise Check</u>	To avoid Threats, Thefts, Ragging, Miscreant activity and Natural Disasters	Daily	Admin. Block/Departments of various disciplines/ Hostels /Canteen/ Sports & residential complex / Parking areas, etc.	Security Officer/Dy. Security Officer and ASO	Security Supervisor and Guards
4	<u>Inspection of Security's Document</u>	100%	Monthly	Security Control Room	Security Officer/Dy. Security Officer	ASO & Security Supervisor

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	Valid Through	
	Pages	
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				& Security Office		
5	<u>Briefing/De-Briefing of Security Personnel</u>	100%	Daily	Security Control Room	Security Officer/Dy. Security Officer	ASO & Security Supervisor
6	<u>Monitoring & Checking of Men and Materials</u>	100%	Daily	Main Gate of DTU & East Delhi Campus	Security Officer/Dy. Security Officer and ASO	Security Supervisor & Guards

Criteria	Description	Paragraphs for AQAR 2022-23
7.1.5	<p>The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on the use of plastic 5. Landscaping 	<p>The university maintains stringent security protocols with an in/out vehicle register overseen by dedicated security personnel. Strengthening surveillance measures, CCTV cameras meticulously track vehicular movements across the campus premises. Encouraging sustainable transportation alternatives, the university facilitates battery-powered vehicle, exemplified by the provision of a battery-powered golf cart for efficient inter-departmental to university gate transport. The campus infrastructure prioritizes pedestrian inclusivity using raised pathways and strategically placed ramps, ensuring seamless mobility for pedestrians and individuals with disabilities. DTU actively advocates against the use of single-use plastics within its premises, promoting waste segregation through designated, color-coded bins. Additionally, DTU invites aspiring students interested in Electric Vehicles and Intelligent Transport Systems for specialized summer internships. These internship opportunities encompass projects involving the refurbishment of the golf cart and the development of a green corridor simulation utilizing SIDRA intersection software. These initiatives present the University's commitment towards sustainable mobility solutions and advancements in electric vehicles and Intelligent transport systems.</p>



ENGINEERING CELL
DELHI TECHNOLOGICAL UNIVERSITY
 Shahbad Daulatpur, Main Bawana Road, Delhi-110042
 (e-mail:- aksrivastava@dce.ac.in)

1260
6/2/23

File No. DTU/Engg.Cell 003147/2021-22/3840-47

Dated: 6/2/23

To,

M/s Jagjeet Singh,
 Flat No. B-104, Plot No.24,
 Classic Apartment Sector-12,
 Dwarka, New Delhi-110078

Name of work: Horticulture maintenance works at DTU main campus. Sub-Head Complete Maintenance of Landscape and Horticulture features for two years in DTU Main Campus.

Sir,

Your tender for the above mentioned work has been accepted on behalf of Delhi Technological University as per terms and condition as given below:

1.	Estimated Cost	Rs. 4,81,83,105/- (Rs. Four Crore Eighty One Lakh Eighty Three Thousand One Hundred and Five only)
2.	Quoted/accepted percentage rate (Tender Amount)	Rs. 4,09,70,094/- (Rs. Four Crore Nine Lakh Seventy Thousand and Ninety Four Only)
3.	Accepted percentage rate under clause-12	14.97% (Fourteen Decimal Nighty Seven percent) below the Estimated Cost.
4.	Time allowed	730 Days (02 Years)

1. Performance gurantee of Rs.12,29,103/- (Rs. Twelve Lakh Twenty Nine Thousand One Hundred and Three Only) through F.D.R. no. U26083894378 dated 04.02.2023 issued by Axis Bank, Branch: Ground Floor Sai International Plot No.37 Sector 12 B, Dwarka Delhi-110078 for the above work has been recived in this office. The FDR is valid upto 19.03.2025.

2. You are requested to submit a non-judical stamp paper worth Rs. 100/- (Rs. One Hundred only) within Three days (if not submitted) from the date of issue of this letter along with labour license duly issued by Labour Commissioner, Govt. of NCT of Delhi for signing as agreement failing which the acceptance of the work shall be withdrawn and the entire amount of Performance Gurantee shall be forfeited.

3. Please note that the time allowed for carrying out the work shall be reckoned from the 7th day after the date of issue of the letter of acceptance.

4. You are requested to contact the undersigned to start the work at once.

Encls.: Schedule of work

Awa ve
6/2/23
 (Prof. Amit Kumar Srivastava)
 Chief project Officer, DTU

File No. DTU/Engg.Cell 003147/2021-22/3840-47

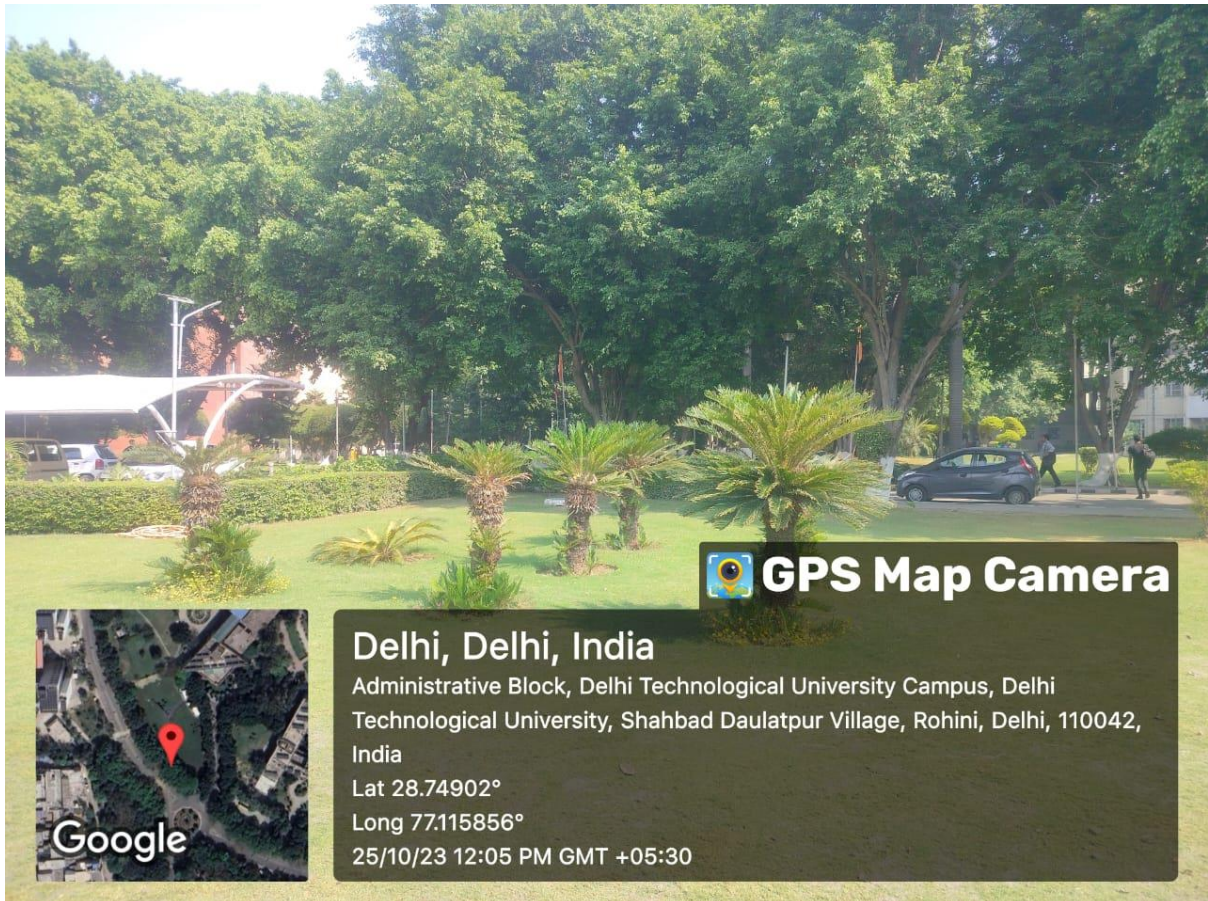
Dated: 6/2/23

Copy to:-


1. P.S. to V.C for kind information to Hon'ble Vice Chancellor, DTU.
2. Registrar, DTU
3. Controllor of Finance, DTU
4. DTU
5. All committee Concerened members
6. A.E. (Civil)/J.E. (Civil), DTU
7. Guard File

(Er. Mohit Tyagi)
 Assistant Engineer (Civil), DTU

000002





 **GPS Map Camera**

New Delhi, Delhi, India

A4, Badli Industrial Area, Delhi Technological University, Shahbad

Daulatpur Village, Rohini, New Delhi, Delhi, 110042, India

Lat 28.750739°

Long 77.119954°

26/10/23 08:56 AM GMT +05:30



Google



DEPARTMENT OF ELECTRICAL ENGINEERING
DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Govt. of NCT of Delhi
Shahbad Daulatpur, Bawana road, Delhi-110042

EED/Notice/2023/408


Date: 19.05.2023

NOTICE

Student's desirous of working in the field of Electric Vehicles and Intelligent Transport Systems are invited for summer internship. Following projects are available:

1. Repair & refurbishing of Golf Cart
2. Green corridor and simulation using SIDRA intersection software (Hardware+ Software project-Embedded Systems + ITS).

Students willing to work on above topics may submit their application to ashishkulkarni@dtu.ac.in latest by 24th May 2023. Internship will start from 29th May 2023

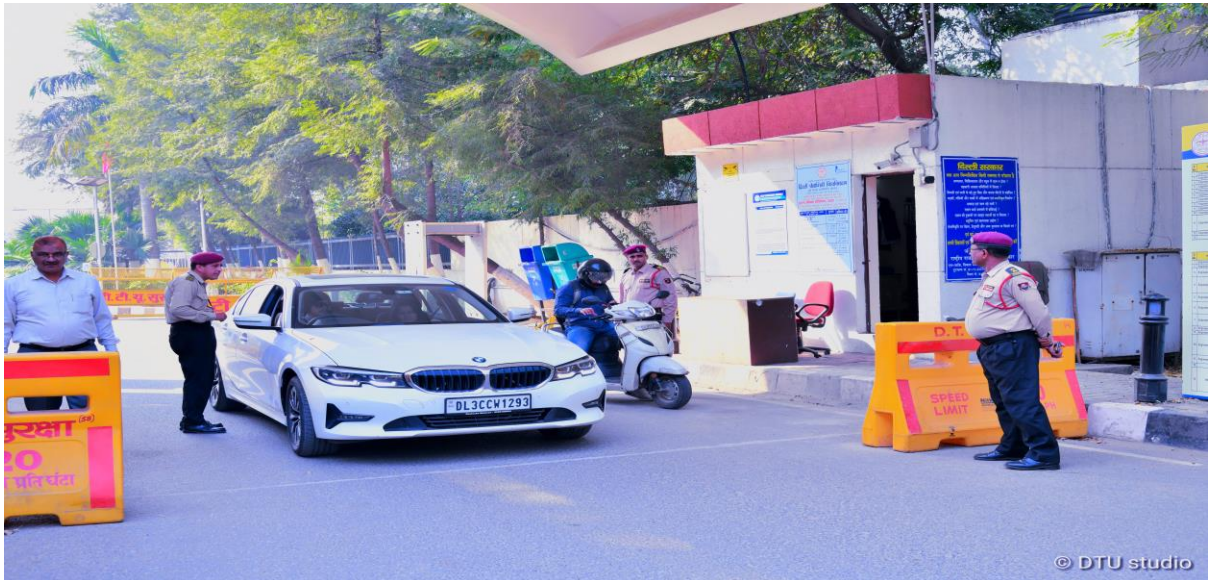

19.5.23

(Ashish R. Kulkarni)
Lab Incharge (EV & ITS Lab)
Electrical Engineering Department

Copy to:

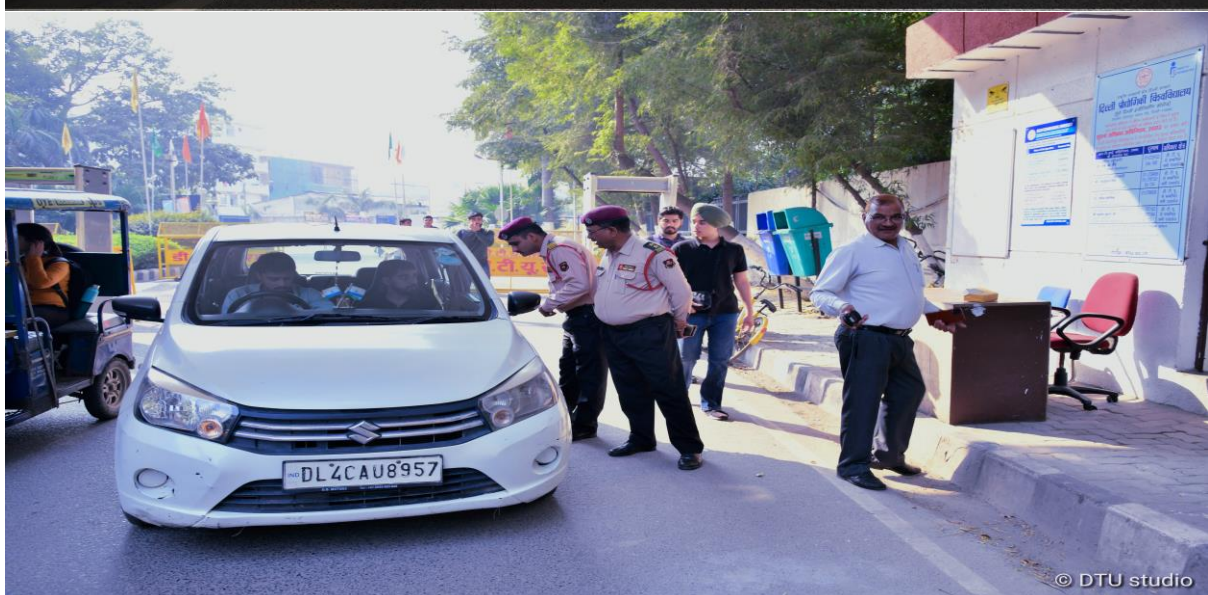
1. Registrar, DTU
2. Head, EED
3. Circular file

2023-24





© DTU studio



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P4W8+8XV, Delhi Technological University, Shahbad Daulatpur Village, Rohini, Delhi, 110042, India

Latitude
28.74567346°

Local 02:33:28 PM
GMT 09:03:28 AM

Longitude
77.1170498°

Altitude 225 meters
Monday, 30.10.2023

Note : © डीटीयू स्टूडियो



P4W8+8XV, Delhi Technological University, Shahbad Daulatpur Village, Rohini, Delhi, 110042, India

Latitude
28.74577453°

Local 02:27:42 PM
GMT 08:57:42 AM

Longitude
77.11710141°

Altitude 225 meters
Monday, 30.10.2023

Note : © डीटीयू स्टूडियो





दिल्ली प्रौद्योगिकी विश्वविद्यालय, बवाना रोड, दिल्ली - 110 042
DELHI TECHNOLOGICAL UNIVERSITY, BAWANA ROAD, DELHI-110042
(SECURITY)

75
आज़ादी का
अमृत महोत्सव

36

S.No.	Visitor's Name	Address	Vehicle No.	Time of Arrival	To Whom Visitor Intends to Meet	Purpose of Visit	Signature of the Visitor	Time of Leaving the Campus	Remarks	Signature of the Guard
क्रमांक	नाम	पता	गाड़ी का नं.	आने का समय	किससे मिलना है	आने का उद्देश्य	आगतनुक के हस्ताक्षर	परिसर छोड़ने का समय	टिप्पणी	ग्रहरी के हस्ताक्षर
		<u>DATE 01/08/24</u>								
01	Chanderan Bhan	Shahdadi	-	05:10	ALL OTU	Kachro		1820		h
02	Mohit	Soniya Vihar	DL5SBB 9948	06:45	1-11	monkey man	Mohit	1436	8882032486	h
03	Krishna + 1	Sahabad		07:15	S/Bagh	work	KSUN	1640	9310958311	h
04	Vinod	Thadoda		08:30	Swastik	work	Vinod	1720	9136471567	h
05	Sohil + Ali Khan	Bhalaswa Dairy	DL8878 5562	08:45	ALL OTU	monkey man	Sohil	1405	7827540546	h
06	Neeraj	Clock Tower Old Subzi Mandi	-	09:25	ABH MESS	Table work	Neeraj	1710	8851245053	h
07	Arun	Badli	-	09:25	Pradeep JE	work	AR	1720	9759675663	h
08	Gautam Singh	Ghokra Nagar		09:45	S/Bagh	"	Gautam	1730	8130070030	h
09	Vinodh Khan + 1	NSP		09:55	"	"	Vinodh	1740	9354102122	h
10	Salman	Jahangirpur		10:10	Pradeep JE	AC WORK	Salman	1730	9305396723	h

11	ANIL	DAKISHAN Pur	DL3SCB 0100	10:45	SUNARI BOG	LIFT	ANIL	1800	9990409280	h
12	ASH MONAD	TAGUR gadon	DL5SAK 8070	10:57	Pradeep Jai	CAR PANTAR	ASH	1810	7868765024	h
13	PEARMAN All + 3	Sagam BIKAR	-	10:59	NABIN OTU	CAR PANTER	Sohil	1811	9818948284	h
14	AHSAN + 1	BABANA	-	11:55	Pradeep Jai	KABAL ELITE	AHSAN	1820	7557221769	h
15	FIROZ	INDAR LOOK	DL2 2602	12:10	New Belding	ELITE PAKHA	FIROZ	1830	9210028654	h
16	BADARI	Zodi Road	-	12:15	ABH	SAFARI	BADARI	1830	9818253638	h
17	SAMBU	GUTROT	DL1LA9 6486	12:25	OTU SATOR	HAIRCOMP REBOR	SAMBU	1830	9250110400	h
18	Soni + 1	BABANA	DL95BC 0990	12:40	Soni + 1	PAULBAR	Soni	1830	8800728784	h
19	Gautam	Gokulpur	-	13:35	Pradeep JE	Solar work	Gautam	1830	7291923069	h
20				<u>Date - 02/08/2024</u>						
01	Chandrabhan	Sahdadi	Rikha	05:07	Hostel	Kachro	Chandrabhan	1500	9287761807	h
02	Mohit + 1	Soniya Vihar	DL5SBB 9948	06:10	ALL OTU	Monkey man	Mohit	1400	8882032486	h
03	Umesh	S/Dairy		07:15	ALL OTU	Kachro	Umesh	1520	8810544331	h
04	Krishna + Ranjeet	Sahabad		07:15	S/Bagh	work	KSUN	1730	9310958311	h
05	Vinod	Thadoda		08:00	Swastik	"	Vinod	1740	9136471567	h
06	Srinarayan	Badli		08:10	JAF	"	Srinarayan	1740	9810697242	h
07	Rachit	Sultampur		08:25	Hims Cafe	work	Rachit	1740	8448686157	h
08	Rajkumar	Sec-27		08:45	Nursery	Plant for AIMS	Rajkumar	1750	9891688778	h



दिल्ली प्रौद्योगिकी विश्वविद्यालय
DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)



F No. DTU/CoE for EVRT/2024/216

Dated: 28.03.2024

To,
The Manager,
State Bank of India,
DCE Branch,
Delhi – 110042.

Subject: Letter of appreciation for donating 8 Seater Golf-Carts under the CSR activity.

Dear Sir,

I, on behalf of Delhi Technological University express my deepest thanks for your recent donation to our University located at Shahbad Daulatpur, Bawana Road, Delhi. DTU has established a Centre of Excellence for Electric Vehicle and Related Technologies to promote research & training in the field of e-mobility. The Centre is committed to promote Green Transport or Green E-mobility inside the campus to reduce environmental pollution and provide easy mobility of students & residents.

Your support will play a key role in our university to promote green transport inside campus and also support to persons with disability, elderly and needy people.

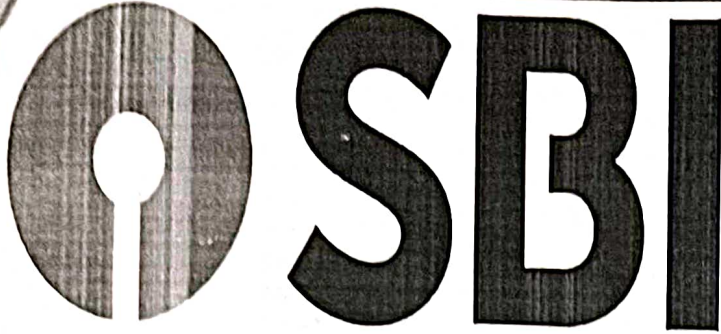
We look forward to a continuing partnership with you in promoting green mobility in DTU campus.

With regards,


(Prof. Madhusudan Singh)
Registrar

Copy to:

1. PA to VC for the kind information of the Hon'ble Vice Chancellor
2. Co-Coordinator, CoE for EVRT

		STATE BANK OF INDIA
		DELHI COLLEGE OF ENGINEERING 10446 SHAHIBAD DAULATPUR MAIN BAWANA ROAD NEW DELHI-110042
Tel: 011- 27293149	Fax: 27293152	E-mail: sbi.10446@sbi.co.in

Ref: BR/DCE/2023-24/96

DATE: 11.03.2024

To,

The Registrar

Delhi Technological University

Delhi

CSR ACTIVITY : HANDING OVER 2 ELECTRIC GOLF CARTS TO DTU

Dear Sir,

With reference to the above we herewith, We are handing over 2 Electric Golf Cart through CSR activity. As per details mentioned below:-

Item & Description

TE-A6+2(AQUILA EV battery operated vehicles for off-road applications with Lithium Battery)

1. Serial No.-001545 Chasis No.-LT-A0177261

2. Serial No.001546, Chasis No.LT-A0178454

Enclosed : Original TRI ELECTRIC PRIVATE LIMITED TAX Invoice No.TEPL/23-24/0935(Mentioning Warranty Terms, Charger, KIT as received from TRI.

THANKS AND REGARD

BRANCH MANAGER





TRI ELECTRIC PRIVATE LIMITED

PLOT NO D-5, SIPCOT INDUSTRIAL COMPLEX,
GUMMIDIPOONDI,
THIRUVALLUR DISTRICT 601201 India
GSTIN - 33AAFCT0809C1ZW
PAN - AAFCT0809C

TAX INVOICE

Invoice# : TEPL/23-24/0935	Place Of Supply : Delhi (07)
Invoice Date : February 20, 2024	
P.O.# : Mail dated 17.Jan.2024	
E-Way Bill# : 591614628149	
Bill To	Ship To
Delhi Technological University Shahbad Daulatpur, Main Bawana Road, New Delhi Delhi India 110042	Delhi Technological University State Bank of India Delhi College of Engineering Shahabad Daulatpur, Bawana Road New Delhi 110042 Delhi India

#	Item & Description	Qty	Rate	Taxable Amount	IGST		Total
					%	Amt	
1	TE - A6+2 AQUILA EV battery operated vehicles for off-road applications with Lithium Battery Serial No - 001545 Chassis No - LT-A0177261 Ac motor No - 230802202 Controller No -23093392 Converter - 230914020 Battery No - GC-48120-24/22 Charger No - LEPLN542023100253 Serial No - 001546 Chassis No - LT-A0178454 Ac motor No - 230605771 Controller No -23093585 Converter - 230914016 Battery No - GC-48120-24/18 Charger No - LEPLN542023100254 HSN: 87031010	2 No	625,000.00	1,250,000.00	5%	62,500.00	1,312,500.00
2	Transport and delivery charges SAC: 996793	2 No	62,500.00	125,000.00	18%	22,500.00	147,500.00
Sub Total				1,375,000.00		85,000.00	1,460,000.00

Total In Words

INR Fourteen Lakh Sixty Thousand Only

Accessories included: Reverse Buzzer, Side mirrors with Horn, Lighting kits for front and rear, battery level indicator, fire extinguisher, basic tool kit.

Warranty Terms: 1 year on manufacturing defects
3 Years Warranty for Lithium Battery.

Delivery Terms: Within 4 weeks from date of order.

Payment Terms: 50% with purchase order, balance before dispatch.

A/c Name - TRI ELECTRIC PRIVATE LIMITED
A/c Number - 100 88 66 90 66
Bank - IDFC FIRST BANK
Branch - T Nagar, Chennai
IFSC - IDFB0080108

For Tri Electric Private Limited



Manager



For Tri Electric Private Limited

Authorized Signatory

Authorized Signature

SAC Summary:

ISN/SAC

996793

87031010

Total

Taxable Amount

IGST

Rate

Amount

Total Tax Amount

125,000.00

5% 18%

625 22,500.00

625 22,500.00

1,250,000.00

5%

62,500.00

62,500.00

1,375,000.00

85,000.00

68750

85,000.00

68750







Photo by DTU STUDIO





Photo by DTU studio



Photo by DTU studio





DELHI TECHNOLOGICAL UNIVERSITY

SHAHBAD DAULATPUR, BAWANA ROAD, DELHI-110 042

www.dtu.ac.in, E-mail: ga@dtu.ac.in

Tel: + 91-11-2729 4673

REMINDER-I

F. No. DTU/Gen. Admn./153/2018-19/1077/P/1534-45

Dated: 20.03.2024

CIRCULAR

All the HoDs/Branch In-Charges/Centre In-Charges are requested to make sure that no plastic water bottles will be used in official meetings. The instructions may be issued to the respective MTS of your branch/department to ensure the same.

In case, no glass bottles are available with your good office, the same may get it issued/arranged from the office of Assistant Registrar (S&P).

Note: It is the sole responsibility of the MTS/Attendant of the concerned department to adhere to the above mentioned instructions. In case of any discrepancy, strict actions will be taken against the concerned MTS/Attendant.

नोट: उपरोक्त उल्लिखित निर्देशों का पालन करना संबंधित विभाग के एमटीएस/अटेंडेंट की एकमात्र जिम्मेदारी है। किसी भी विसंगति के मामले में संबंधित एमटीएस/अटेंडेंट के खिलाफ सख्त कार्रवाई की जाएगी।

Dr. Anil Kumar

Dy. Registrar (Gen. Admn.)

Copy to the following with a request for compliance: -

1. PA to VC.
2. PA to Registrar.
3. All Deans/HoDs/Branch In-Charges/Centre In-Charges.
4. All Deputy Registrar/Assistant Registrar, DTU.
5. Controller of Examination, DTU.
6. Controller of Finance, DTU.
7. Security Officer, DTU.
8. Director, EDC, DTU.
9. Librarian
10. All Notice Boards
11. Guard file









DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Shahbad Daultapur, Bawana Road, Delhi-110042



WORK – ORDER

STATE: DELHI

BRANCH: Engg. Cell

Engineering Cell: Project & Estate Officer

Work order no: DTU/Engg.Cell/0072/2024-25/Horti./

DATED: 30.07.2024

Name of work: Supply of plants, manure for trees plantation surrounding area of sports complex & different locations in DTU Campus.

Order of work described below given to M/s. Amrender Tiwari, House No. 249, Kotla Village, Mayur Vihar Phase-1, Delhi-110091 to be executed as per conditions attached and at the rates mentioned in the schedule.

SCHEDULE OF WORK

S.No.	Description of item	Qty.	Unit	Rate (Rs.)	Amount (Rs.)
1.	Providing and stacking of Nauclea cadamba (Kadam) of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge	Each	80.00	65.00	5,200.00
2.	Providing and stacking of Delonix regia (Gulmohar) of height 150-165 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge	Each	100.00	60.00	6,000.00
3.	Providing and stacking of Cassia fistula (Amaltash) of height 120-135 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	Each	100.00	65.00	6,500.00
4.	Providing and stacking of Bael Patra of height 120-135 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	Each	30.00	85.00	2,550.00
5.	Providing and stacking of Laburnum of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	Each	50.00	95.00	4,750.00
6.	Providing and stacking of Moulmein rosewood of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	Each	50.00	105.00	5,250.00
7.	Providing and stacking of Jarul of height 120-135 cm. in big poly bags of size 25 cm as per direction of the officer-in-charge.	Each	50.00	105.00	5,250.00
8.	Providing and stacking of Floss-silk of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	Each	50.00	105.00	5,250.00
9.	Providing and stacking of Pink trumpet of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	Each	50.00	105.00	5,250.00
10.	Providing and stacking of Banana of height 150-165 cm. in big poly bag of size 25 cm as per direction of the officer-in-charge.	Each	50.00	105.00	5,250.00

AS *AS* *h*

11.	Supplying, stacking of Vermi-compost (Size of 50 Kg) at site from approved source, including carriage as per direction of Engineer-in-charge.	Each	50.00	800.00	40,000.00
12.	Supplying, stacking of Neem Khali (Size of 40 Kg) at site from approved source, including carriage as per direction of Engineer-in-charge.	Each	40.00	1,800.00	72,000.00
13.	Supplying, stacking of DAP (Size of 45 Kg) at site from approved source, including carriage as per direction of Engineer-in-charge.	Each	30.00	2,200.00	66,000.00
Total					2,29,250/-
Less 2.00% Contractor Rate					-4585/-
Grand Total					2,24,665/-

TERMS & CONDITIONS

1. The work shall be executed as per specifications and direction of Engineer-In-Charge.
2. The work is to be completed within 02 (Two) days.
3. No T&P shall be issued by department to agency.

An
 30/7/24
 (Prof. Amit Shrivastava)
 Chief Project Officer
 Delhi Technological University
 Bawana Road, Delhi-42

Copy to:-

1. Registrar, DTU
2. Controller of Finance, DTU
3. Sr. A.O.-II/DDO, DTU
4. J.E. (Civil), DTU
5. Guard File

An
 30/7/24
 AE, Civil (CDC)