

**OFFICE OF DEAN (STUDENT WELFARE)  
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD**

Date: 25.06.2024

**Notice**

**Subject: 24x7 Access to Laboratories and Hostels for PhD Students.**

We are pleased to inform you that the Institute has decided to grant Research Scholars 24x7 access to their respective laboratories and hostels to enhance research productivity.

**The following instructions are to be followed:**

**1. Submission of Undertaking:**

- Research Scholars must submit an undertaking agreeing to abide by the discipline rules and maintain proper decorum during their stay in the labs beyond office hours including night hours.
- The format for the undertaking is attached to this notice.
- The undertaking should be submitted through the following channel: Supervisor > HoD > AD(SW)-SA
- Those Research Scholars who are availing of this facility should keep an Original copy of the Undertaking approved by the AD(SW)-SA.

**2. Hostel Entry/Exit:**

- Research Scholars will be allowed entry/exit into their hostels by presenting the Original copy of the Undertaking approved by the AD(SW)-SA along with their Institute identity card to the security personnel, during the extended hour.

**3. Responsibilities for HoD's:**

- HODs are requested to inform and encourage Research Scholars of their respective departments through their supervisors to spend more time in their labs for research work.

**4. Safety Measures:**

- It will also be ensured by the Research Scholars that there should be at least two persons present in the laboratory at a time.
- In the case of female Research Scholars, there should be at least two female Research Scholars present in the lab at a time.

*sd/-*  
Dean (Students' Welfare)

Enclosures: Format of Undertaking for 24x7 entry/exit into labs/Hostels

Cc:

DT/Dy.DT/RG/All Deans/AD(SW)-SA/All HoDs  
FIC (HM)/All Chief Wardens/  
DR (SW)/ SSEO/Office of DSW/File

*Approved.*  
*D. S. Soby 25/6*

**Undertaking for 24x7 entry/exit into Labs/ Hostels**

(To be submitted to respective supervisors, who will send it to the DSW office through HoD)

I.....(Name, Admission No., Department), am willing for 24x7 entry into my Lab and Hostel related to my research activities. I do hereby undertake that I shall abide by all the discipline rules and other rules & regulations applicable on me as a Research Scholar of this Institute. I further undertake that in case of violation of rules by the undersigned, the Institute is free to take action as deemed fit against me. I further undertake that during my stay in the Lab, I shall maintain proper decorum and shall not create any unusual/ shameful situation for my fellow research scholars or other members including security personnel. I shall also ensure that there must be at least two Research Scholars; in the case of a female, there must be at least two female Research Scholars at a time.

**Applicant Details:**

Signature:

Name:.....

Admission No:.....

Department:.....

Hostel:.....

Mobile No:.....

**Recommendation of Supervisor:**

Signature:

Name of Supervisor: .....

**Recommendation of HoD**

Approved / Regretted

AD(SW)-SA

**Office Use**

**Copy delivered to:**

- 1. Student (in original)
- 2. Concerned hostel (copy)
- 3. Office file (copy)

Approved.  
*Bobby* 29/10

Received in original

Signature of dealing assistant

Signature of student