



जवाहरलाल नेहरू विश्वविद्यालय
JAWAHARLAL NEHRU UNIVERSITY

नई दिल्ली - ११००६७
NEW DELHI - 110067

ADMINISTRATION

No. 01/Admin./Corona (COVID-19)/Misc./2020/

Date: 21-01-2021

ORDER

SOP on preventive measures in the Canteen of Aravali Guest House/ India Coffee House to contain spread of COVID-19

In pursuance of University notification dated 14.01.2021, the re-opening of Canteen of Aravali Guest House and India Coffee House are allowed with takeaway facility. It is important that the Canteen of Aravali Guest House and India Coffee house take suitable measures to restrict any further transmission of the virus while providing their services.

Therefore, the services of both the Canteens will be made operational with simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all (faculty/staff/student and other customers) in these places at all times.

1. Only takeaways services are allowed.
2. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions.
3. Only asymptomatic persons shall be allowed.
4. All staff and patrons to be allowed entry only if using face cover/masks. The face cover/masks have to be worn at all times inside the restaurant.
5. Physical distancing of at least 6 feet to be followed as far as feasible.
6. Practice frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be made wherever feasible.
7. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
8. Spitting shall be strictly prohibited.
9. Installation & use of Aarogya Setu App shall be advised to all.
10. Adequate manpower shall be deployed by restaurant/ canteen management for ensuring social distancing norms.
11. All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions, to take extra precautions. They

should preferably not be exposed to any front-line work requiring direct contact with the public.

12. Specific markings may be made with sufficient distance to manage the queue and ensure social distancing in the premises.
13. Preferably separate entry and exits for patrons, staff and goods/supplies shall be organized.
14. Required precautions while handling supplies, inventories and goods in the canteen/restaurant shall be ensured. Proper queue management and disinfection shall be organized.
15. Large gatherings/congregations continue to remain prohibited.
16. Effective and frequent sanitation within the premises shall be maintained with particular focus on lavatories, drinking and hand washing stations/areas.
17. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, benches, washroom fixtures, etc.) to be made mandatory in all guest service area and common areas.
18. Proper disposal of face covers / masks / gloves left over by patrons and/or staff should be ensured.
19. Contactless mode of ordering and digital mode of payment (using e-wallets) to be encouraged.
20. In the kitchen, the staff should follow social distancing norms at work place. Kitchen area must be sanitized at regular intervals.
21. In case of a suspect or confirmed case in the premises:
 - i. Place the ill person in a room or area where they are isolated from others.
 - ii. Provide a mask/face cover till such time he/she is examined by a doctor.
 - iii. Immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
 - iv. A risk assessment will be undertaken by the designated public health authority (district RRT/treating physician) and accordingly further action be initiated regarding management of case, his/her contacts and need for disinfection.
 - v. Disinfection of the premises to be taken up if the person is found positive.
22. Posters/standees/AV media on preventive measures about COVID-19 to be displayed prominently.
23. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which inter alia emphasises that the temperature setting of all air conditioning devices should be in the range of 24-30°C, relative humidity should be in the range of 40- 70%, intake of fresh air should be as much as possible and cross ventilation should be adequate.
24. In case of any symptoms like cough, fever & difficulty in breathing and any kind of emergency the student & staff/faculty/customers should call University Health Centre at 011-26741636, Security Control Room at 011-26704029 (09 A.M. to 05 P.M.), 011-



26704752 (24x7). Health Centre functions from 8.00 A.M. to 2.00 P.M. and 3.00 P.M. to 9.00 P.M. on all working days. Health Centre remains closed on Sunday, National Holidays, Holi, Diwali and Gazetted Holidays. Staff can telephonically contact the designated CMO of the CGHS dispensary inside the Campus for any further guidance or Ministry of Health and Family Welfare's 24X7 helpline at 011-23978046 or the state/National Call Center (1075).

All are requested to comply with the above in order to break the chain and to minimize/stop the spread of Corona Virus (COVID 19). If it is found that any one is violating the above directions and Covid-19 protocols such violator(s) shall be liable for disciplinary action.

This issues with the approval of the Competent Authority.



(DR. PRAMOD KUMAR)
REGISTRAR

All concerned.

Copy to:-

1. PS to VC/Rector-I,II,III/Registrar/FO
2. Deans of Students
3. CMO (SAG), Health Center, JNU
4. Director, CIS—with the request to display the above circular in the University Website/e-office/other online platforms.
5. Deputy Registrar (Administration)
6. D.R. (Estate)
7. Consultant Public Relations/ CSO
8. Concerned file/M.File