

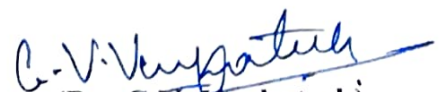
## **Standard Operating Procedure for SEE examination**

### **Instructions for 7<sup>th</sup> Semester students**

1. Must report to College 60 minutes before start of examination in order to facilitate thermal scanning, hand sanitization by maintaining social distancing.
2. Compulsorily wear mask and hand gloves before entering the college premises.
3. Must carry identity card and admission ticket and show the identity card to security personnel at the entrance No students will be allowed to enter the campus without identity card.
4. Should enter the college only through first gate and park the vehicle in the field in front of College canteen.
5. Everyone should undergo thermal scanning at the entrance. Any student failing the thermal test will be allowed to take the exam in a separate room.
6. After thermal scanning compulsorily should pass through the disinfectant tunnel fixed at the entrance.
7. Can carry small water bottles and hand sanitizers.
8. Enter and exit college premises in orderly fashion and maintain adequate social distance all times.
9. Should not communicate with each other inside the premises before and after the exam.
10. Once entering the premises should go to the allotted room and sit in the designated places.
11. Must not share calculator, eraser, pen, water bottle etc with other students inside the examination hall.
12. Gloves and masks should be disposed only in the designated dustbins.
13. Should leave the examination premises immediately after completion of the exam.

### **Instructions for staff**

1. Should compulsorily wear mask and gloves.
2. Maintain adequate physical distance at all locations.
3. Ask the students to sanitize their hands after signing the attendance sheet.
4. Sanitize your hand at frequent intervals.

  
(Dr. C.V. Venkatesh)  
Principal