



## B. P. PODDAR INSTITUTE OF MANAGEMENT & TECHNOLOGY

EN-31, Salt Lake City, Sector-V, Kolkata-700091

Ref:Bpp/Notice/ Prc./151/2021

Date: 13.11.2021

# NOTICE

Pursuant to the notification from Dept. of Higher Education, WB. (Memo No. 1058-Edn(CS)/10M-32/2021) dated 28.10.2021, academic classes in Offline mode shall be permitted from **16.11.2021** in strict adherence to **COVID - 19** protocol mentioned there-in.

This is for the information of all students that all classes will be held as per modified schedule from **16.11.2021** (routine uploaded in the Institute Website). Keeping in mind the present pandemic situation, at first instance final year students (**5<sup>th</sup>** Semester BCA) shall be allowed to attend **practical classes** in the campus from **16.11.21**

In the next phase we are planning to allow the **2<sup>nd</sup>** year students to join practical classes in the campus from **23<sup>rd</sup> November, 2021**.

**1<sup>st</sup>** Year (BCA) students will be permitted from **1<sup>st</sup> December, 2021**.

Remaining classes shall be conducted in online mode as per the modified routine

However each must submit a hard copy of joint undertaking duly signed by Parents/Guardians on the **1<sup>st</sup>** day of joining. The link for undertaking will be received from corresponding class Co-ordinator.

While in campus, students must maintain **COVID-19** protocol strictly as mentioned in Annexure I.

**Dr. Sandip Ghosh**  
Principal (Actg.)

- Copy to
1. All year Co-ordinators
  2. System Cell for Web hosting
  3. All Notice Boards
  4. Admn. Office
  5. Exam. Cell
  6. Library

<u>Schedule for Practical Classes</u>				
Stream	Year	Sem.	Paper Code	Day
BCA	3 <sup>rd</sup>	5 <sup>th</sup>	BCA-592	Wednesday (14:10-16:00)
BCA	2 <sup>nd</sup>	3 <sup>rd</sup>	BCAC-391, 392, 393	Wednesday ( 10:00-12:50)
BCA	1 <sup>st</sup>	1 <sup>st</sup>	BCAC-191	Saturday (10:00-16:00)
BBA	2 <sup>nd</sup>	3 <sup>rd</sup>	BBA-391, 305	Tuesday ( 11:00-16:20)

# Annexture- I

(COVID-19 protocol for students)

[From guideline, Deptt. of Higher Education, WB]

- Wear mask. Use of gloves and cap is optional.
- Avoid wearing metal accessories like rings, chains, bangles and amulets.
- To wash your hand frequently with soap and water, or may use sanitizer, if available.
- Maintain social distance everywhere.
- Do not come to institution if you are having fever, cold or any other ailment.
- Do not touch your face with hand anytime unless it is washed dean.
- Do not form dose dusters with friends.
- Do not share exercise books, copies, bags, or any other belonging of your friend.
- Do not share food or drinking water with your friend or anyone.
- Do sit at your assigned place.
- Learn about COVID protocol attentively and follow the same in day to day life.
- Do not panic.
- Spread awareness amongst your relatives at home.
- Learn how to fold arm over your mouth and nose before sneezing and coughing.
- Do not spit here and there.
- Flush the toilets adequately and wash your hand with soap once done.
- Maintain social distance in dass room, laboratory, library, corridors and everywhere you go.
- Paint innovative posters; write poems, essays, slogans on awareness against COVID.
- After reaching home wash uniform with detergent if you have another set. If that is not possible keep the uniform isolated for twelve hours and put it under direct sunlight next day.
- Wash your mask, gloves and cap in hot water and surely with soap and detergent.
- Avoid junk food and eating out. Eat healthy food prepared at home. Drink hot water/milk/soup at home.

**Last but not the least; remember you are the true fighter against this formidable threat called COVID-19. We must win the battle by all will power and continuous perseverance. We must not allow COVID-19 to compromise our daily academic progress and achieving excellence.**