

September 16, 2020

TIP Re-Opening Plan and Procedures

Designated Authority:

The “Implementation Committee” is responsible to ensure the implementation of all policies and procedures at the campus. It would pay visit to the classes, hostels, offices at random to display sense of ownership/commitment of the institute besides, floating a message that the administration is very keen and vigilant to implement the policy/SOPs. The committee would submit its report by 8th of every month, effective immediately. The Committee consists of following members:

- Humayun Zafar – President TIP
- Dr. Abdul Jabbar – Dean TIP
- Dr. Nadeem Khalid – Registrar TIP
- Fasihullah Khan – Manager Administration
- Ishfaq Ullah Khan (Controller Examination)
- Bilal Ahmed Khan (Officer Transport)

For “Control, Command and Coordination Cell” (Evening & Night Shift), the team consists of following members:

- Gauhar Ajmal (Program Coordinator AMM & FDM)
- Nadeem Khan (Incharge Boys Hostel)
- Mehnaz Wajahat (Girls Hostel Warden)

If any health-related problem is reported, the administration department will be the first point of contact for all. Program Coordinators will be the second point of contact. The suspected student will be sent to his/her home immediately after taking the consent of parents on phone.

Isolation rooms have been established in the campus as well as hostel for both, girls and boys to deal with emergency cases till the arrangements are made to shift those to hospital or isolation ward as per the sensitivity of the case.

All concerned are advised to be involved in to ensure implementation of Covid-19 SOPs at departmental level.

Moreover, the institute website will be used for the facilitation, creating awareness and disseminating the policies and SOPs, so all concerned must regularly visit the website. Safety Guidelines are placed at campus for educating all concerned.