

IISERBPR/DOSA/2025-26

17 December 2025

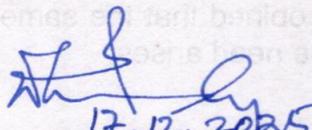
Ref: Approved Minutes of meeting of the committee constituted to recommend on usage of two wheelers by PhD Students

Sub: Amendment to the Hostel and Campus Rules, 2025

The following Amendment to the Hostel and Campus Rules, 2025 has been approved by the Competent Authority :

'Motor Vehicles' under Section 3: Prohibited Activities:

Existing	Revised
Students are not allowed to keep or use motor vehicles (e.g., motorbikes, scooters, cars, etc.) inside the Institute campus.	BS-MS and iPhD (during first 2 years) students are not allowed to keep or use motor vehicles (e.g., motorbikes, scooters, cars, etc.) inside the Institute campus. Restricted Ownership & Usage Policy regarding Motor vehicles as placed at Annexure-III is applicable for PhD students.


17.12.2025
(Dr. Bodhisatta Nandy)
Dean Student Affairs)

A. GENERAL

i. Permission to Possess:

"Bonafide PhD Students residing on campus are henceforth **PERMITTED** to keep one personal motorized vehicle 2-wheeler within the Institute premises, subject to strict registration and parking norms."

ii. Restriction on Movement (The "No-Driving" Clause):

"While possession is allowed, **Intra-Campus Commuting** via private vehicle is **STRICTLY PROHIBITED**. The usage of the vehicle is restricted solely to entering and exiting the campus for outside travel. Students are strictly **not permitted** to drive their vehicles from their Hostels to Departments, Labs, the Library, or the Lecture Hall block." The committee suggested using more bicycles by the research student inside the campus to make the campus environment friendly; moreover, the campus is small compared to other institutes.

iii. Designated Parking Zones:

"Vehicles must be parked **strictly** in the designated parking zones allocated near the Hostels. Parking in the Academic Zone, Main Building, or Roadside berms is prohibited." The committee recommended that DOSA issue necessary guidelines for the usage and parking of vehicles on the campus. For the parking infrastructure and site, IWD may provide necessary assistance.

iv. Review of the Policy:

The committee opined that the same policy will be reviewed by the committee every six months or as the need arises.

B. OPERATIONAL GUIDELINES (STANDARD OPERATIONAL GUIDELINES)

To implement this resolution, the following Standard Operating Procedures (SOP) shall be enforced:

i. The "Vehicle Sticker" System:

- Eligible research students must apply for a specific "**PhD Vehicle Pass**" by **filling out the necessary form from the security office**.
- This sticker identifies the vehicle as authorized to park in Hostel Parking Zones but **unauthorized** to enter the Academic and any other part of the campus.

ii. Defined Transit Routes:

- Students may drive their vehicles *only* on the direct route between the **Main Gate** and their **Hostel Parking Lot**.
- Any deviation from this route (e.g., driving towards the Department or the commercial complex area inside campus) will be treated as a violation.

iii. Academic Area Ban:

- Security guards at the entry points of the Academic Area/Departments are instructed to stop and turn back any vehicle bearing the "PhD vehicle sticker."

iv. Undertaking:

- The student must sign a legal undertaking stating that the vehicle will not be used for daily commuting within the campus, nor will it be given to any non-PhD individual for usage inside the campus. (**Appendix-1**)

C. PENALTY CLAUSE (ZERO TOLERANCE)

Any PhD student found violating the "No Driving in Campus" rule (i.e., parking at the department or commuting internally) will face the following actions:

- **1st Offense:** A fine of ₹[Amount, e.g., 2,000] and a warning letter.
- **2nd Offense:** Confiscation of the Security Pass and permanent revocation of vehicle parking rights inside the campus. The student will be forced to park the vehicle outside the main gate at their own risk.
- **3rd Offense:** Referral to the Institute Disciplinary Committee.

UNDERTAKING FOR POSSESSION OF PERSONAL MOTORIZED VEHICLE

(For PhD student)

Application No: _____ (Office Use) Date: _____

STUDENT DETAILS

- Name of Student: _____
- Roll No: _____ Department: _____
- Hostel: _____ Room No: _____
- Mobile No: _____ Driving License No: _____

VEHICLE DETAILS

- Vehicle Type: 2-Wheeler (Motorbike/Scooter)
- Make & Model: _____
- Registration Number: _____
- Color: _____
- Insurance Validity: Valid up to [DD/MM/YYYY]

THE UNDERTAKING (TERMS OF USAGE)

I, the undersigned, hereby request permission to keep my personal vehicle within the Institute campus. I have read the Institute Traffic Policy and solemnly affirm to abide by the following conditions:

1. **NO INTRA-CAMPUS COMMUTING:** I understand that this permission is granted **solely for travel outside the campus**. I pledge that **I WILL NOT** use this vehicle to commute from my Hostel to the Department, Laboratories, Library, Lecture Hall Complex, or Administrative Buildings.
2. **RESTRICTED PARKING ZONE:** I will park my vehicle **only** in the designated parking slot allocated to me at my Hostel. I understand that parking in the Academic Area, Roadside Berms, or No-Parking zones will result in immediate fines and/or clamping.
3. **DESIGNATED ROUTE:** I will drive my vehicle only on the direct route between the **Main Gate** and my **Hostel Parking Lot**. I will not deviate into the academic or residential zones of faculty/staff.
4. **For personal use only:** I will not lend my personal vehicle to a non-PhD individual inside the campus.
5. **SPEED & SAFETY:** I will strictly adhere to the campus speed limit of **30 km/hr**. I will wear a helmet (for 2-wheelers) at all times and follow all the campus traffic rules.
6. **EXIT UPON GRADUATION:** I undertake to remove the vehicle from the campus immediately upon the completion of my degree or termination of my registration. I understand that abandoned vehicles will be seized and disposed of by the Institute after due notice.
7. **PENALTIES:** I am aware that violation of these rules will lead to:

1st Violation: Fine of ₹2,000/-.

2nd Violation: Permanent revocation of this pass and barring of the vehicle from campus.

I acknowledge that the Institute Administration bears no liability for any theft or damage to the vehicle while it is parked on campus.

Signature of Student: _____ **Date:** _____

ADMINISTRATIVE APPROVAL

Recommendation by Warden *I certify that the student is a resident of this hostel and parking space IS AVAILABLE for this vehicle.*

Signature of Warden: _____

Signature of Dean of Students Affairs: _____