



# KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

An ISO : 9001 - 2015 Certified Educational Institution  
Affiliated to M.G. University, Kottayam  
Approved by AICTE, New Delhi

## SAFETY AND SECURITY POLICY

Kristu Jyoti College of Management and Technology (KJCMT) considers that safe, secure and cohesive learning climate are exigent preconditions to quality education. Hence the college seeks to ensure safety and security of all students, staff, non-teaching staff and any visitor within the the campus.

### 1. Safety Measures Inside the Campus

- All students and staff are provided with ID card and wearing it is made mandatory.
- Wearing uniform is mandatory for students. This helps authorities to identify anybody outside the campus, within the college premises.
- Security personnel are posted at all entry points to prevent entry of unauthorised persons inside the campus. An additional security person is in charge of entry to parking area to oversee safe driving and secure parking.
- Proper signboards are provided to indicate parking and no parking areas within the campus.
- CCTV cameras have been installed to keep track of any breach of security norms and offences including misbehaviour to fellow students and teachers.
- Students are supposed to follow the road transport rules and regulations while they are using their private vehicles inside the campus.
- Class rooms, toilets and common areas, canteen and its premises are kept neat and tidy. It is mandatory for canteen personnel to wear gloves and head cover while serving food items.
- Firefighting device has been installed for the entire building. Awareness programmes and mock drills to prevent fire and face emergency situations related to fire are provided by staff of Fire and Rescue Department, Government of Kerala to the students.



# KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

An ISO : 9001 - 2015 Certified Educational Institution  
Affiliated to M.G. University, Kottayam  
Approved by AICTE, New Delhi

- Students and staff proceeding on tour/study tour are made aware of safety regulations issued by the Government and instructed to strictly comply with the same.

## 2. Guidelines For First Aid, Accidents and Emergency Situations

- Department of Psychology is in charge of first aid.
- Separate sick rooms have been arranged for girls and boys. First aid box is provided in these rooms.
- First aid is available to all students, teaching staff and non-teaching staff of the college.
- In case of an emergency medical situation, services of medical personnel from the nearby St. Thomas Hospital Chethipuzha (approximately 1 km away) is made available, under agreement with that hospital.
- Oxygen facility has been installed in case of an emergency.
- In case of an accident within the campus, the matter should be immediately reported to the Principal/College Office.
- Assigned staff of Department of Psychology should inspect the level of injury and provide first aid if required.
- In case of a serious situation, the injured person should be immediately transferred to St. Thomas Hospital.
- Ambulance service of the hospital should be called in depending on the graveness of injury.
- In case of fire or similar emergency, escape routes have been clearly marked in all floors and at stairways for safe exit.
- Assembly area has been earmarked in the courtyard as part of safe evacuation in case of an emergency.
- Students and staff have instructed not to use lift in case of fire or similar emergency situation.



# KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

An ISO : 9001 - 2015 Certified Educational Institution  
Affiliated to M.G. University, Kottayam  
Approved by AICTE, New Delhi

- After evacuation is over, students and staff will not be permitted to enter college building unless safety of the building is cleared by a competent authority.
- Parent/guardian of students and relatives of staff facing emergency should be immediately informed.

\*\*\*\*\*