

J.D. BIRLA INSTITUTE

A UNIT OF VIDYA MANDIR SOCIETY

(Affiliated to Jadavpur University)

Departments of Science, Commerce & Management

RULES & REGULATIONS:

DYEING, PRINTING & PROCESSING LABORATORY

Entry to the lab is restricted in the absence of a teacher.

Rules

1. Students must sit only in their assigned work counters.
2. Students must not keep their bags on the table-tops, but on the rack provided.
3. Students must not carry any chemicals to their individual tables.
4. Students must wear lab coats while working and keep their hair tied for their own safety.
5. Students must carry individual dusters to the practical class.
6. Students must keep the lab clean and not litter the place
7. Students must keep the sinks clean.
8. Students must keep all the equipments in its correct place.
9. Students must clean their tables and work areas before leaving the lab
10. Students must ensure that all lights and fans are switched off after the class.
11. Students must take care of all their belongings; the college cannot be held responsible for the loss of the same.
12. Students must call the nurse, in case of any burns or accidents and let her handle the situation.
13. Food and /or beverages are strictly prohibited inside the computer laboratory.
14. Use of mobile phones is strictly forbidden inside the computer laboratory.
15. Students cannot carry any plastic packets inside the lab as it is a plastic free zone.
16. Students must ensure that all lights and fans are switched off after the class.
17. Students must take care of all belongings; the college cannot be held responsible for the loss of the same.

Note: Students found evading the above orders would be fined and / or an action would be taken against them.