

Office Order

As per email dated 21.07.2020 by Director, IIT Kanpur regarding the **lockdown** imposed by District Administration Kanpur from **20th July 2020 at 10.00 pm to 27th July 2020 at 5.0 am**, the Institute has decided that all essential services / shops in the campus, as given in the following table, are permitted to remain open with the following conditions during the lockdown period.

No.	Location	Name / Activity of Shop	Timing	Days
1	Main Shopping Centre	Mahir General Store (Grocery Products)	7:00 AM to 8:00 PM	Monday to Friday
2		Suparsh General Store (Grocery Products)	7:00 AM to 8:00 PM	Monday to Friday
3		Vegetable & Fruits (<i>temporary shop</i>)	7:00 AM to 8:00 PM	Monday to Friday
4		Vegetable & Fruits	7:00 AM to 8:00 PM	Monday to Friday
5		Campus-D (Milk & Dairy Products)	7:00 AM to 8:00 PM	Monday to Friday
6		Organic Store Shop- Divyam Naturals (Grocery Products)	7:00 AM to 8:00 PM	Monday to Friday
7	New Shopping Centre	Campus-E (Grocery, Milk & Dairy Products)	7:00 AM to 8:00 PM	Monday to Friday
8		Vegetable & Fruits (<i>temporary shop</i>)	7:00 AM to 8:00 PM	Monday to Friday
9	Type-2 Shopping Centre	Milk & Paneer (Milk & Dairy Products)	7:00 AM to 8:00 PM	Monday to Friday
10		General Store (Grocery & Milk)	7:00 AM to 8:00 PM	Monday to Friday
11		General Store (Grocery & Milk Products)	7:00 AM to 8:00 PM	Monday to Friday
12		Vegetable & Fruits	7:00 AM to 8:00 PM	Monday to Friday
13	Near Health Centre	Apollo Medical Store	7:00 AM to 8:00 PM	Monday to Sunday

- Further, as per the order from the Director, IIT Kanpur all the above shops will remain closed during the weekend (10 PM Friday to 5 AM Monday). Only mobile vendors for milk & vegetable supplies and medical store will be operational during this period.
- All vendors delivering orders which have been placed through online arrangements are now permitted to operate in campus. However, they must carry all relevant documents for checking by the Security.
- All shopkeepers/vendors as mentioned above are hereby instructed to strictly follow the abovementioned time schedule.
- It is mandatory for all shopkeepers / vendors to wear the face covers / masks. Gloves have to be used and sanitizer has to be arranged in the shop so that all the visitors of the shop can be protected from any infection. Goods may not be sold to customers who are not wearing a mask or without proper covering of face.
- All shopkeepers / vendors will ensure social distancing among the customers. Shopkeepers must regulate the number of persons entering the shop to ensure social distancing.
- Only those shopkeepers and their staff, who have been allowed to operate now and are staying in the non-containment zone of the city, will be allowed entry in the campus.
- No crowd is allowed in or around the shop / outlet.
- All vendors / suppliers / service providers (of essential items) who have been issued the pass for the purpose from the Estate office may be permitted to continue their services in campus within the time slot announced by the DM office.

- Empaneled taxi operators may ply their registered taxis as per the DM Kanpur orders.
- All vendors / supplier / service providers and their staff, and those coming from outside the campus will follow approved screening protocol during entry.

Institute Security will coordinate enforcing the above arrangements.

Onkar Dikshit
Dean, Administration