

GOVERNMENT OF ANDHRA PRADESH

**OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
ANDHRA PRADESH::VIJAYAWADA**

Cir. Memo No:EHE02-16/4/2019-COMM-CTE

Dated: 29.04.2019

Sub: TECHNICAL EDUCATION – College Attached Hostels – Procedural Guidelines- Issued- Compliance Report-Requested —Reg.

Ref: 1. This office Cir. Memo No E3/ 1059 /2016, Dated 29.05.2017
2. This office Cir. Memo No: E3/ 4176 /2018, Dated: 20.04.2018

It is brought to the notice of the Special Commissioner of Technical Education, A.P., Vijayawada that the Managements of various Private Un-Aided Polytechnics across the State are approaching this office with a request to accord permission for establishing new College Attached Hostels (CAH) to their existing Polytechnics.

Hence, it is informed that, the AICTE, New Delhi has prescribed the norms on the areas of buildings proposed for the establishing the College Attached Hostels, the Safety measures and Checks as per NBA & the General measures as shown below are to be followed in the hostels for smooth running of the College Attached Hostels.

In this regard, it is informed that the managements of Polytechnics who are already running the attached Hostels as of now are hereby requested to submit the scanned copy of the Proceedings who obtained the permission from the Special Commissioner of Technical Education, AP., Vijayawada so as to run the College Attached hostel for Boys and Girls separately to the mentioned email id:***cteapeh2018@gmail.com***.

Further, the managements of the Polytechnics with attached hostels which do not have approval from the Special CTE, A.P., Vijayawada for the Attached Hostel and those managements who are planning to establish new college attached hostels are also requested to apply for the permission by the following documents as mentioned below:

- 1) A request letter addressing the Commissioner of Technical Education, AP., Vijayawada, furnishing the status of the Polytechnic and justification for requesting the attached Hostel.
- 2) Building plan of the Polytechnic approved by the competent authority, with site plan clearly showing the locations.
- 3) Photographs of the Hostel buildings
- 4) A statement of available areas for Attached Hostels.
- 5) Sanctioned intake and admitted details (boys and girls separately) for the last (3) years.
- 6) Processing and Inspection fee of Rs 25,000/- in the form of DD, drawn in favour of the Secretary, SBTET, AP., Vijayawada.

Norms for Attached Hostels of Polytechnics

1) AICTE Norms for Areas

- a) 50% of the total boy students are to be provided hostel accommodation,
- b) 100% of girl students to be provided hostel accommodation in a separate block,

- c) The required area of a three-seated room - 20 Sqm
- d) The required area of Dining Hall - 1.5 Sqm per student and min is 150 Sqm
- e) The required area of Kitchen - 1.5 Sqm per student and min is 150 Sqm
- f) All the rooms should be properly ventilated.

2) Safety measures and Checks

- a) Check for wiring and electrical installation for leakage and earthing
- b) Fire-fighting measurements: Effective safety arrangements with emergency/multiple exits and ventilation/exhausts, fire-fighting equipments and training, availability of water and such other facilities,
- c) Safety of civil structures/buildings/catwalks/hostels, etc.
- d) Handling of hazardous chemicals and such other hazards

3) General measures

- a) Electricity and adequate water facilities are to be provided.
- b) Furniture viz; cot, table and chair are to be provided to every boarder. Sufficient number of tube lights and fans are to be provided to each room.
- c) The ratio of toilet: students is 1:8
- d) Security is to be provided to the hostels round the clock.
- e) A lady Matron is appointed to the Women's Hostels of every Polytechnic who resides in the hostel itself with the students to look after their security, care all other issues and also to guide them.
- f) The details of the Hostels with number of inmates are informed to the nearest Police Station and the Hostel will be under the vigilance of that Police station.
- g) Appointing a Deputy Warden to the Hostels and he/she should liaison with the local administration viz., Social Welfare, Revenue, Medical Depts., etc for smooth functioning of Hostels.

In view of the above mentioned circumstances, the Managements of the Polytechnics across the State who are running the College Attached Hostels with or without permission from the Special Commissioner of Technical Education and those Managements who are planning for the establishment of new CAH's are hereby requested to adhere to instruction issued from time to time by this office and submit the compliance within (15) days from the date of publication notified under the departmental website. Non-compliance of these instructions by the Managements will be viewed seriously.

Sd/- G.S. PANDA DAS
SPECIAL COMMISSIONER

Copy to the Secretary, SBTET, A.P., Vijayawada for necessary action in this regard.

Ramesh 30/04/17
For SPECIAL COMMISSIONER
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