

**GOVERNMENT OF ANDHRA PRADESH**

**OFFICE OF THE  
DIRECTOR OF TECHNICAL EDUCATION  
ANDHRA PRADESH :: MANGALAGIRI**

**Cir. Memo. No. EHE02-17/59/2024-H SEC-CTE      Date: 17.10.2025**

**Sub:** TE- Academic – Women Hostels – Ensuring all safety Measure – Compliance – Instructed – Regarding.  
**Ref:** 1. This office even number dated 19.09.2024.  
2. Memo. No. EHE02-19045/1/2024-K SEC-CTE of this office dated 15.02.2025

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It has come to the notice of this office that a theft has occurred in one of the Government Polytechnic hostels. This incident highlights the urgent need to reinforce safety and security measures in all hostels, particularly those accommodating women students.

This office has on several occasions issued instructions regarding proper maintenance and safety arrangements in hostel premises. Vide reference 1st cited, a Standard Operating Procedure (SOP) on the management of hostels has already been issued. Vide reference 2nd cited, it has been mandated that CCTV cameras shall be installed in all hostel premises of Government Polytechnics.

In continuation to the above references and in view of the recent incident, the following additional safety measures shall be strictly implemented in all Women's Hostels of Government Polytechnics:

1. Installation of CCTV Cameras covering all entry and exit points, corridors, and common areas.
2. Provision of Safety Alarms / Panic Buttons in every hostel room for emergency use.
3. Ensure Hourly patrol by Watchmen during night hours
4. Request local Police Station to arrange night patrol and maintain daily patrol record
5. Instructions to Students to securely lock their rooms from inside during night hours.
6. Ensuring All Hostel Entry and Exit Doors are properly locked and monitored during night hours
7. Engage Woman Care takers on shift basis
8. Address any minor repairs immediately, such as locks, lights, or windows to prevent unauthorized access or inconvenience.

9. Regular Review Meetings by the Hostel Warden / Principal to assess the effectiveness of safety measures and address any gaps

In this connection, the concerned Principals of Government Polytechnics are hereby informed to meet the requisite expenditure from the available Hostel/ Institutional funds. Any difficulty encountered in the implementation or compliance of these instructions shall be promptly brought to the notice of this office for further necessary action.

Sd/- V. PADMA RAO  
JOINT DIRECTOR

To,  
The Principals of all Government Polytechnics  
Copy to the RJD, SVU and AU region

  
DEPUTY DIRECTOR