



JAWAHARLAL NEHRU UNIVERSITY

PROFORMA FOR BOOKING DIFFERENT VENUES OF JNU CAMPUS FOR ACTIVITIES OF JNU STUDENTS

Note :- Please read the enclosed rules relating to booking before filling up this application.

1.	Name of the student(s)/Organisation/Group	::	
2.	Name of the Hostel & Room No.	::	
3.	Programme of Study _____	Centre/School _____	
4.	Venue requisitioned	::	
5.	Purpose of booking the venue (Specify the activities with details)	::	
6.	Type of function/activity (Tick appropriate box)		
	University activity <input type="checkbox"/>	Unrelated to JNU <input type="checkbox"/>	
	School/Centre activity <input type="checkbox"/>	Private function <input type="checkbox"/>	
	Association activity <input type="checkbox"/>		
7.	Date(s) of event		
8.	Timing :	From _____	To _____
9.	Number of Participants	::	
10.	Special guests/VIP & if any	::	
11.	Whether any special arrangement are required (Electricity/Water)	::	

I have read the rules given overleaf and agree to abide by them

Signature of the Student/Organizer

Comments of _____ (Name _____ Mobile No. : _____)

Forwarding/recommending authority

Dean of Students

Rector

Rules and Guidelines

It had been brought to the notice of the JNU administration that open spaces in the JNU administration that open spaces in the JNU Campus are being indiscriminately used for organizing public social, cultural and religious functions by organizations both of the campus as well as from outside. This has created a lot of problems for the University administrations as well as the Security Department of the University. In view of this, the Administration has decided that all public social, cultural and religious functions on the JNU Campus organized by different groups/associations etc. may be conducted at the following venues and by following the procedure indicated below:

[A].

I	II	III	IV	V
	Venue	Forwarding authority	Recommending authority	Approving Authority
1.	The Courtyard between hostels Kaveri & Periyar	Senior Wardens and Provost, Dakshinapuram	Dean of Students	Rector
2.	Children's Park, Community Centre, Saraswati Puram	Registrar	Dean of Students	Rector
3.	Open Air Theatre (near Shopping Centre)	Coordinator, Culture Activities	Dean of Students	Rector
4.	Paschimabad Children's Park	Provost, Paschimabad	Registrar	Rector
5.	Mahi/Mandavi: Designated Space-near Hostel	Provost, Paschimabad	Dean of Students	Rector
6.	Poorvanchal : Volley-Ball ground, BPH	Provost, Paschimabad	Dean of Students	Rector
7.	Other than the above	Chairpersons of respective centres /Deans of Schools	Chairperson, C.D.C.	Rector

This will make it possible for a larger number of people to attend these functions. The organizers will need to seek prior permission of the respective authorities mentioned in the Column No. V against each venue. The organizers will also need to adhere to the rules laid down by the MCD, specifically pertaining to the use of loudspeakers etc., and maintain peaceful atmosphere and decorum at the venue. Maintaining cleanliness and order at the venue will also be the sole responsibility of the organizers.

1. For any commercial activities approval of CDC is required. No amusement equipment (e.g. giant wheel etc.) will be allowed.
2. For film shows names of the films should be mentioned.
3. For Fresher Party/Farewell party the name of the faculty who will take responsibility should be mentioned.

Further, regarding the use of open/common spaces in the JNU Campus, the Administration has decided that all public and social functions on the JNU Campus organized by different group/associations etc. may be conducted at the following venues and by the following the procedure indicated below:

[B]

I	II	III	IV	V
S. No.	Venue	Forwarding authority	Recommending authority	Approving Authority
1.	(a) Respective Hostels Form II to be filed	Social and cultural function organized by: Hostel Students	Sr. Wardens	Provost
	(b) Jhelum Lawns	(i) Students under the auspices of cultural committees/organizations societies etc. (ii) Students of specific centres/schools (iii) Foreign students Sr. Warden of Ganga & Satluj	Provost, UK & Coordinator, Cultural Activities	Rector
	(c) Open-air theatre (near Shopping Centre)		International Students Advisor	Rector
	(d) Parthasarathy Plateau		DOS	Rector
	(e) TV/T.T. Hall of SAC		Coordinator, Cultural Activities	DOS
	(f) Auditoria/Committee Rooms of Schools		Chairpersons	Deans of Schools
	(g) Lawns and parking lots in the Academic complex		DOS	Rector
	(h) Lawns in front of SLL&CS, SIS	Dean of SLL&CS, SIS	DOS	Rector
2.	Stadium	Sports events only	Dy. Director (PE)	Chairperson, Sports Committee

All request are to be routed through the Faculty Advisors/Centre Chairpersons/Deans of Schools/Coordinator (Cultural Committee)/Foreign Students Advisor etc. as the case may be.

Intimation to the Senior Security Officer and Engineering Incharge Should reach at least 48 hours in advance

Venue where school lawns are involved, the organisers should give an undertaking that they will not enter into the school buildings.

In case of sports activities at the stadium, specific rules laid down by the Sports Office of JNU shall apply.

This is in continuation of Circular dated 3rd October 2002 regarding usage of different venues on the Campus for various social, cultural and religious programmes organised by the students and other groups on the campus. I would like to bring to the notice of the JNU community that the Hon'ble Supreme Court of India has emphasized the need to implement the provisions of Environmental Protection Act 1986 read with Rule 5 of the Environmental (Protection) Rule 1986. The relevant Standards and Rules in respect of Noise in residential areas and silence zones, which includes educational institutions are as follows:

1. Permissible Noise levels (dB)

	Day time (6.00 a.m. to 10.00 p.m.)	Night time (10.00 p.m. to 6.00 a.m.)
A. Residential areas	55dB	45dB
B. Silence Zone	50dB	40dB

2. Restrictions on the use of loudspeakers/public address system-

- (i) A loudspeaker or a public address system shall not be used except after obtaining written permission from the authority.
- (ii) A loudspeaker or a public address system shall not be used at night (between 10.00 p.m. to 6.00a.m.) except in closed premises for communication within, e.g. auditoria/conference room, community halls and banquet hall.

3. Whoever, in any place covered under the silence zone/area commits any of the following offence, he shall be liable for penalty under provisions of the Act.

- (i) Whoever, plays any music or uses any sound amplifiers.
- (ii) Whoever, beats a drum or tom-tom or blows a horn either musical or pressure, or trumpet or beats or sounds any instrument, or
- (iii) Whoever exhibits any mimetic, musical or other performance of a nature to attract crowds.

It is, therefore, requested that the JNU Community adheres in letter and spirit to the orders of the Hon'ble Supreme Court. It is requested that these provisions may be brought to the notice of all concerned giving wide publicity wherever necessary to avoid inconvenience to the campus residents.

Dated

UNDERTAKING

We undertaked that we will strictly abide by the timings of the proposals function at

We take the responsibility of observing the time limit, failing which the University may take disciplinary action including fine as it may deem fit.

As per the Supreme Court guidelines, no loud-speakers/loud music systems/public address system would be used after 10.00 p.m.

The Sr. Security Officer has been authorized to ensure that the sanctioned time limits are adhered to.

<u>S.No.</u>	<u>Name</u>	<u>Centre/School</u>	<u>Hostel/room No.</u>	<u>Signature</u>
1.				
2.				
3.				
4.				
5.				

Forwarded by :

Centre's Chairperson

Dean of School

Dean of Students

Hostel

J.N.U., New Delhi – 110067

Application form for booking of hostel dining hall

Date/Time and duration of the programme: _____

Nature of Programme: Talk/Film Show/Any other(specify): _____

Name of the person/organization: _____

Name of the speaker(s): _____

Topic of the talk: _____

Title of the film: _____

Name of the director: _____

Undertaking of the applicant:

I/We hereby undertake that adequate care and arrangements will be made so that the programme will not cause any inconvenience to the residents or the general public and damage to the hostel property.

Applicants' Signature: _____ Full Name: _____

Room #: _____, _____ Hostel; Centre _____

School : _____

Date of application: _____

(Hostel President)

Senior Warden

Provost

Cc:

1. Chief Security Officer
2. Dean of Students
3. PRO