



**Circular**

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**Subject: Instructions Regarding I-Card Policy and Campus Security Measures**  
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To,  
All the Staff Members

Dear Family of DSU,

Greeting of the day!

I hope this circular finds you in good health and high spirits. In the interest of ensuring the **safety and security of all DSU Family Members**, the following instructions are issued for strict compliance by all the **staff members**:

**1. Mandatory Display of I-Cards:**

All staff members must carry and display their I-Cards whenever requested by the security personnel. No arguments should be made with security staff at any time. Full cooperation is expected from everyone. Staff members who have not yet availed their I-Cards are required to obtain them immediately.

**2. Parking of Vehicles:**

Staff members must park their vehicles properly in the designated staff parking areas only. In case the security personnel guide or request you to re-park or adjust your vehicle properly, do not argue with them and cooperate respectfully.

**3. Faculty Instructions Regarding Students Without I-Cards:**

Faculty members are strictly advised not to entertain requests from students regarding entry without I-Cards. No staff member should instruct security personnel to allow any student inside the campus without a valid I-Card.

**4. Detained Students:**

The Student Section is instructed to provide the list of detained students to the security team at the earliest. Detained students are not allowed entry into the campus even if they have their I-Cards. If a detained student needs to visit for any academic work, they must:

- Obtain a Gate Pass from the security gate.
- Get it signed by the concerned faculty member.
- Submit the signed Gate Pass to the security guard while exiting.



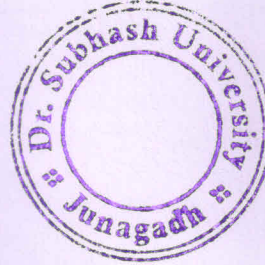


**Dr. Subhash**  
University

This circular is issued in the interest of the security and discipline of the University. All staff members are requested to cooperate fully in the smooth implementation of these measures.

Best Wishes...

**Registrar**  
**Dr. Subhash University**  
**Junagadh**



**Copy To:**

1. The Provost
2. All the Deans
3. Deputy Registrar, Campus (For necessary actions and instruction for security personals)