



**Indian Institute of Technology (Indian School of Mines), Dhanbad**  
**Office of Senior Security & Estate Officer**

**Security Guidelines**

1. Carry the Institute Identity Card with you on campus at all times and cooperate with the security personnel when asked to produce it. This would help the Security Personnel to ensure that you belong to the campus and identify those who don't.
2. Do not leave your room unlocked/unattended even for short periods of time. Try to lock your room while sleeping and if not ensure that your valuables are stored in a safe space. Always use the branded door locks of minimum 07 levers.
3. Do not leave any valuables like laptops, mobile phones, watches etc. unattended, especially at the fields during physical activity.
4. Do not disclose the password of your e-mail ID, Debit Card, Credit Card etc. or other bank account details to anyone. Avoid drawing money from the ATM in the presence of others.
5. Use a "Chain with Pad Lock" for your cycles as body locks and wire locks are quite easily opened by cycle thieves.
6. Ensure that your cycle is locked and parked in proper parking.
7. Write your name on the frame of your bicycle in bold letters to avoid exchange of cycles as well as to help identify them in case of any doubts etc.
8. Driving Motorized vehicles is strictly prohibited for students in the campus, even for those with a valid driving license.
9. Those in possession of motorized vehicles (Faculty, Staff etc.) should not allow any student to use it on campus. It will be seized by the Security Personnel and released only after permission from the DSW.
10. Security will not permit unauthorized guests to stay in the hostels.
11. Parking of four/two wheelers by students in the campus is not permitted.
12. Avoid going out of the main gate at late night as there have been many fatal accidents on the highway.
13. Please report any security related problems or suspicious activity to the control room on 5692.
14. The student shall not bring and / or keep any pet (such as fish, cats, dogs, rabbits, etc.).
15. Student should desist from feeding stray dogs, petting them etc.
16. Storage or possession of firearms, ammunitions, explosives and inflammable goods by the student in the campus is strictly prohibited.
17. Possession and/or consumption of alcohol and other psychotropic substances by students are strictly prohibited in the campus.
18. No inmate is allowed to bring any outside vendor/person associated with providing any technical services to the hostel premises. Only authorised vendors/parties associated with providing services shall be allowed after obtaining proper permission from hostel administration.

**Issued under the approval of Competent Authority**