

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION

होमी भाभा विज्ञान शिक्षा केन्द्र

July 17, 2018

Terms and Conditions for the use and occupation of HBCSE Hostel

All research scholars are provided on campus accommodation. The Hostel facility comprises of the Old Hostel building and the NIUS (B Block) Hostel building.

The following Terms and Conditions are applicable for the use and occupation of HBCSE Hostel.

1. ALLOTMENTS

Research scholars can apply for hostel accommodation by writing a letter addressed to the Dean's Office. The allotments will normally be for a year. The term will be renewed on receipt of information that the term of the research scholar is extended. In exceptional cases, allotments may be extended with the approval of the Centre Director. The allotment may be terminated by giving one month's notice, without assigning any reason.

Every allottee must take charge of the room within 3 days from the date of receipt of the allotment order, or 3 days from the date on which the room has been made ready for possession, whichever is later, failing which the allotment order is liable to be cancelled. Based on a written request, the Hostel In-charge/Centre Director may waive this time limit in writing.

2. OCCUPATION AND USE

The following terms and conditions govern the occupation and use of the hostel rooms/flatlets:

1. The allottee shall take possession of the room after checking and discharging a receipt for all the furniture and fixtures therein.
2. No occupant will use any locks on the external door of the room, other than those provided by the Hostel authorities.
3. The maintenance/cleaning staff will have access to the hostel rooms for maintenance / cleaning purposes as per the schedule decided by the Hostel authorities.
4. Every resident shall be responsible for all the furniture and fixtures in the room, and shall make good any loss or damage to the furniture or the fixtures or the room.

5. The resident shall not put up any additional fixtures or bring any heavy furniture, except radio receivers or similar gadgets. They shall not drive nails etc on the walls or carry out alterations to the existing furniture and fixtures, without the written permission of the Hostel In-charge.
6. Notwithstanding the permission to put up a fixture, it will not be allowed to be removed if such a removal is likely to render damage to the room.
7. A resident may have up to 2 guests at a time for a period of not more than 15 days. Not more than two guests will be accommodated in the room. In case the resident keeps the guests in his / her room only one guest can be accommodated in the resident's room. For guests living in the residents' room Rs.100/- per day will be charged for linen. Accommodation for residents' guests will be subject to availability.
8. A guest will not be allowed to stay for more than 15 days even if continuation is sponsored by another resident. Extension of stay may be allowed under special circumstances as decided by the Hostel In-charge and the Centre Director.
9. Residents are expected to follow proper etiquette and use the facility with discretion, so that they cause no inconvenience to fellow residents and no damage to property.
10. Accommodation may be provided to married research scholars depending on availability. It may be noted that apart from spouse and children, all other relations constitute guests and will be governed by hostel rules for guests.
11. Every resident shall maintain a strict code of conduct and shall not indulge in activities which might cause inconvenience to fellow residents, or may be unlawful or prejudicial to the interest of the Centre. (e.g. playing musical instruments, wireless sets, etc., loudly or creating noise by other means.)
12. Every resident will be expected to leave the corridors and the common areas clean and not utilize them for storing any article or effects or for drying clothes, etc. No clothes/linen should be put in the corridors of the hostel for drying, etc. except in designated cloth-drying areas.
13. Every resident is expected to segregate garbage, and drop wet garbage in the garbage cans provided in each wing of the hostel.
14. Cooking appliances, or the use of any other type of appliances or gadgets using fuels such as gas, oil, coke, coal, etc. will not be permitted in the room. Under special circumstances these may be allowed with prior permission. Tea/Coffee could be made using electrically operated gadgets. A common pantry is provided in both the hostels where cooking can be carried out if required.
15. Complaints and reports pertaining to the cosmetic, electrical or the civil services, or loss or damage should be made in the register kept for the purpose at the Reception of the Hostel. The Hostel-in-charge should be informed of the same.
16. Any hostel resident who is likely to be away from the Centre for a period of more than 30 days shall inform the Hostel In-charge. Any resident who is likely to be away from the Centre for a period of more than 60 days shall vacate the room so that arrangements can be made to have the room available for temporary use. In such a

case, the regular allottee will have the option of keeping his/her belongings locked in the room. As far as possible, arrangements for such temporary allotment to a person will be made by the Hostel In-charge in consultation with the regular allottee. No arrangements can be made by a resident for the occupation of the room during his/her absence.

17. Any allotment is liable to be cancelled if a resident deliberately infringes the rules, or indulges in activities detrimental or prejudicial to the interest of the Centre.
18. Visitors are not permitted in the Hostel premises between 0100 hours and 0600 hours.

3. WIRELESS

Please note that HBCSE has wireless internet facility in the hostel and throughout the campus. Wireless users are requested to refrain from downloading unauthorized copyrighted materials (movies, TV series etc.) from restricted websites such as torrent.

4. ELECTRICITY CHARGE

Electricity will be charged for allottees who have been given hostel accommodation for more than 6 months. The first 40 units used will not be charged. Usage above 40 units will be charged at Rs. 6.00 per unit.

5. SURRENDER OF ROOMS

A resident who would like to surrender the room allotted to him / her shall give a week's notice of his/her intention to vacate. While vacating, the resident shall ensure proper handing over of all furniture items and fixtures and keys to the Hostel Authorities, and acknowledge any loss or damage thereto which he/she shall make good through adequate compensation, as may be decided by the Centre.

6. COMPENSATION

The compensation for the use and the occupation of rooms will be fixed by the Centre from time to time and will be communicated to the residents. The allotment is further subject to the condition that an allottee, who has been allotted a hostel room for three months or more, will pay a deposit of Rs. 5000/-. The amount of the deposit will be refunded to the allottee after deduction of charges towards breakage of the fittings and fixtures in the room, if any, once the Hostel accommodation is vacated. Once the room is taken charge of by the allottee, till it is properly handed over back to the Centre, no rebate in any of the charges will be allowed for

any period of time during which the room remains unoccupied except in cases where it has been vacated by the allottee.

7. HIRED HELP

Hostel residents who hire help are required to inform the office in advance and submit a police verification report of the concerned hired help.

Currently the Hostel In-charge is Shri J. B. Waghmare.

Available online at: <http://intranet.hbcse.tifr.res.in/local-facilities/terms-and-conditions-for-the-hbcse-hostel/view>

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