HOSTEL 10 RULES

1. **DOGS/CATS**: Anyone found petting, feeding dogs/cat inside the hostel premises or abetting their entrance into hostel. Imposed fine is as follows:
   - For the first complaint: Rs. 1000/-
   - For the second complaint: Rs. 2000/-
   More than 2 violations will result in revocation of hostel facilities. In case of any disagreement, please contact Dean SA.

2. **SMOKING/DRINKING**: Smoking/drinking is strictly prohibited in hostel. Any violation of this rule will lead to heavy fine as follows:
   - For the first complaint: Rs. 1000/-
   - For the second complaint: Rs. 2000/-
   More than 2 violations will result in revocation of hostel facilities. In case of any disagreement, please contact Dean SA.

3. **DANCE ROOM/GYM ROOM KEY**: Whoever is issuing the dance/gym room key should return it immediately as you lock the room. If key is not returned and dance/gym room is found locked, fine will be imposed as follows:
   - For the first complaint: Rs. 500/-
   - For the second complaint: Rs. 1000/-
   - For the third complaint: Rs. 2000/-, it gets double with every next complaint.

4. **MALE WASHROOMS**: There are following four male washrooms in the hostel. All the male washrooms are labelled as Male Washroom. Other than these, Males are strictly not allowed to use any other washroom.
   a) Near canteen (old building)
   b) 3rd floor's handicapped washrooms of D-wing (near A wing)
   c) 7th floor's handicapped washrooms of D-wing (near A wing)
   d) Left side as we exit our new mess (Opposite to Hall Manager’s office)
   It is compulsory for hostel residents to accompany their friends when they go to washroom. You must stand there until and unless they come back so that we can prevent any unusual encounter with other hostelites.

Violation of above rules will lead to fines as follows:
- For the first complaint: Rs. 500/-
- For the second complaint: Rs. 1000/-
- More than 2 violations will result in revocation of hostel facilities. In case of any disagreement, please contact Dean SA.
5. **MALE GUEST ENTRY:** Male guest entry is allowed from 7:30 AM to 10 PM. Exit of male guests should be done before **10:00 pm.** Any exit after **10:00 PM will result in a fine** as follows:
   - For the first complaint: Rs. 500/- every 10 mins
   - For the second complaint: Rs. 1000/- every 10 mins
   More than 2 violations will result in revocation of hostel facilities. **In case of any disagreement, please contact Dean SA**

This is a matter of security and no leniency will be tolerated on it.
Also, male guests are not allowed to roam inside the hostel premise alone, hostel residents must accompany their friends.
Also, please note that you need to accompany your guest at the time of exit and you need to take back your Id-Card after the exit.
There are cases where girls leave their Id-cards at security desk which creates confusion for security and council.

   Leaving ID-card at the security desk will prompt fine of Rs 500.

6. **ILLEGAL GUEST STAY:** You cannot keep guest in your room without booking. In case, guest is found in your room, fine will be imposed as follows:
   - For the first complaint: Rs. 10000/- per each guest
   - For the second complaint: Rs. 20000/- per each guest
   More than 2 violations will result in revocation of hostel facilities. **In case of any disagreement, please contact Dean SA.**

   If you don't open the room during security checking even after many knockings, security will consider that a case of emergency (may be you have fainted or you are in condition to not respond) and break the door. Please cooperate during security checks.

7. **WASHING MACHINE USAGE:** Undergarments are not allowed in washing machines/dryers in **D-wing washing machines**, both lake side and nilgiri side. Washing of any kind unhygienic material like **shoes/socks/floormats is not allowed in any Washing Machines/dryers.** Violation will lead to fine as follows:
   - For the first complaint: Rs. 1000/- per each item
   - For the second complaint: Rs. 2000/- per each item
   More than 2 violations will result in revocation of hostel facilities. **In case of any disagreement, please contact Dean SA.**

8. **PLANTS:** Plants are not allowed in any of the room. Any violation of this rule will lead to fines as follows:
   - For the first complaint: Rs. 500/-
   - For the second complaint: Rs. 1000/-
   More than 2 violations will result in revocation of hostel facilities. **In case of any disagreement, please contact Dean SA.**
9. **MESS UTENSILS:** Taking mess utensils outside mess area is strictly not allowed. Violating the rules will lead to fines as follows:
   - For the first complaint: Rs. 500/- per utensil
   - For the second complaint: Rs. 1000/- per utensil
   More than 2 violations will result in revocation of mess facilities. **In case of any disagreement, please contact Dean SA.**

10. **EMERGENCY/FIRE EXIT DOORS:** During the normal situation, no one is supposed to use the emergency/fire exit doors across hostel. These doors include all the D-wing doors opening on ground floor except for the one opening near lift.
    Anyone found violating the rules will be fined as follows:
    - For the first complaint: Rs. 2000/-
    - For the second complaint: Rs. 4000/-
    More than 2 violations will result in revocation of hostel facilities. **In case of any disagreement, please contact Dean SA.**

    If **male guest** is found using emergency/fire exit doors without male guest entry, fine for the first complaint: **Rs. 10000/-** and the complaint will be **forwarded to Dean SA.**

11. **BEHAVIOR:** Misbehaviour to PHO workers/mess workers/office staff/security/council members will not be tolerated at all. Please be respectful whenever you are approaching anyone of these. Any misbehavior complaints will be forwarded to the disciplinary committee.

12. **UTENSILS IN WASHROOMS:** Any utensils left untouched in washrooms for more than two days will be thrown away without any notice. Please take care of your things and don’t force us take any such action.

   - If anyone witnesses any violation referred above, please inform office staff and council.
   - Please maintain hygiene while using toilets, washrooms and wash basins so that other hostel inmates don’t feel uncomfortable to use these after you.
     Remember that PHO workers are also humans.
   - Be good citizens. Please use all the facilities with responsibility so that everyone gets to enjoy the hostel life. Try not to be “irritating some” for your wingies/hostel inmates.

   Last but not the least,

   **Save water, save electricity**

Post all your maintenance related complaints at support.iitb.ac.in
Email council in case of any queries/suggestions/feedback -

**Council Contact Details**

Maintenance related: h10maintco@gmail.com
Mess related: h10messcos@gmail.com
GSec: gsech10@iitb.ac.in

**Office Contact Details**

Warden: h10warden@iitb.ac.in
Hall manager: h10hallmgr@iitb.ac.in

Hostel 10 security extension: 2810