

GOVT. AIZAWL COLLEGE

GUIDELINES FOR UTILIZATION OF COLLEGE BUS, 2021

- I. The Govt. Aizawl College Bus shall be utilized only by employees of Govt. Aizawl College.
- II. The Govt. Aizawl College Bus is meant to carry students and staff to college, and only in completely unavoidable cases, may be utilized for private use.
- III. The Govt. Aizawl College Bus utilizers shall provide food and water for the Driver and Conductor.
- IV. The Govt. Aizawl College Bus may be utilized after submission of an application letter addressed to the Principal whereupon the application shall be considered by the Bus Committee. This shall be the proper channel for utilization except in cases of dire emergency.

V. Utilization in case of Deaths and/or other Disasters

1. In the event of the death of a Govt. Aizawl College staff member, the bus may be used free of charge.
2. In the event of the death of a family member of a Govt. Aizawl College staff member, (family member signifying the mother/father, biological sister/brother or person living under the same roof as the staff member), the bus may be utilized on self-purchase of P.O.L (Petroleum, Oil & Lubricants) right up to the cemetery, except in cases of inconvenience caused by distance and/or other factors.
3. In the event of the death of a student of Govt. Aizawl College, the bus may be utilized free of charge. However, in case of inconvenience caused by distance and/or other factors, Clause No. II in the college's **Guidelines on Management of Students' Adversities 2019** (*In the event of the death of a student in Aizawl and the burial to take place in his/her village, the college shall bear the expense of hiring a vehicle to transport the body*) shall be applied.

VI. Utilization in case of Weddings and/or other Celebrations

1. For weddings and/or other celebrations of a Govt. Aizawl College staff member, unless there is an inconvenience, the bus may be utilized on self-purchase of P.O.L.
2. For activities of various student bodies and extension services (NSS, NCC, YAC, Literature Club, Eco Club, etc) the bus may be utilized on self-purchase of P.O.L. It should not, however, disrupt normal bus service for the majority of students.
3. Govt. Aizawl College students may utilize the bus for Core/Department outings or other programs on self-purchase of P.O.L. It should not, however, disrupt normal bus services for the majority of students.
4. Govt. Aizawl College students may utilize the bus for Core/Department Field/Study Trips on self-purchase of P.O.L. It should not, however, disrupt normal bus services for the majority of students.

In the event of an emergent need for utilization of the bus for reasons not stated above or requiring modification of the above guidelines, the Principal shall have the final authority.