



# COMSATS University Islamabad Sahiwal Campus

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Priority

Dated: 11/02/2021

## **Transport Department**

Transport department provides safe, economical and appropriate ground transportation for students, staff and faculty members. Transport department is also charged with the responsibility of managing the University transport services post COVID-19 lockdown safely, professionally and cost effectively by developing a fleet management system that effectively serves the University by providing and maintaining an optimum number of motor vehicles and related equipment in excellent working condition.

### **Guidelines/Preventive measures for Transport**

- The commuters must wear a proper face mask.
- The issued SOPs require maintenance of 3-feet social distance between passengers while entering / exits and sitting in buses.
- One passenger for every two seats, while buses will have to be disinfected after each trip.
- Hand sanitizer should be made available in the buses.
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- The commuters will board the bus from the front entrance and exit from the back if there is a provision of two doors in the bus.
- The commuters are required to maintain desirable social distancing among themselves inside the buses and when entering and leaving the bus.
- The commuters with a fever, constant coughing will not be allowed to board the bus.
- Provision for marking of seats and standing locations for commuters to maintain requisite social distancing.
- All drivers and other onboard staff including commuters should have their temperatures checked before boarding the bus.
- The role of Bus Helper should be of a “crowd manager” inside the bus and at halt locations.
- The commuters getting on board and dismounting buses must observe social distancing to avoid meeting/touching each other.
- The Buses should stop at a minimum distance of 5 meters from each other at marked locations to avoid crowding of commuters.
- The safety of onboard crew i.e. buses driver and helper as well as commuters should have been at priority. The bus drivers and helpers will have to get their temperature checked before every journey and wearing of proper face mask and gloves is mandatory for them.

- All the fleet buses must be thoroughly cleansed and disinfected after every trip and the bus terminal will have to be sprayed with chlorine frequently.
- The guidelines also urged the use of proper face masks and sanitizers and if possible, gloves will also have to be worn by the commuter's alike transport staff.
- Avoid physical contact with others as much as possible e.g. handshakes and exchanging materials like books, notes and cell phones.
- Disinfection of vehicles after completion of every trip.
- Every week staff should washed / service the vehicles.
- Students must have their student ID Cards.
- Availability of hand sanitizer inside buses
- Availability of First Aid Box inside buses.

### **Suspected / Confirmed COVID-19 cases**

- All faculty, staff and students who have COVID-19 symptoms (i.e. fever, cough, or shortness of breath) should contact with Doctor and not allowed to travel in buses.
- If any faculty member, staff and student are confirmed to have COVID-19, they should inform the concern authority immediately and quarantine him/her (avoid meeting with anyone in that condition). The further proceeding may be made as instruction of competent authority.

**Incharge Transport  
CUI Sahiwal**