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Section 2(f) & 12B

POLICY FOR PARKING VEHICLES

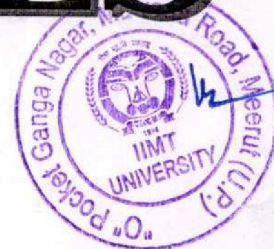
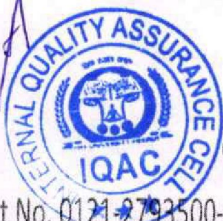
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IIMT UNIVERSITY, MEERUT

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POLICY FOR PARKING VEHICLES



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POLICY FOR PARKING OF VEHICLES

Parking refers to an act of a person or thing that parks a vehicle. It is a space for leaving vehicles temporarily on payment or without a charge in a car park, by the side of road, institution, university, offices or restaurant etc. A parking policy basically allows a university to enrich and improve the management of the parking lot by optimizing and implementing various solutions and functionalities in response to the problems encountered. The effective parking policy provides opportunity in managing the parking system excellently and extends a great help to minimize the complexity and risk of fluidity of vehicle traffic inside and outside the parking lot. Moreover, it ensures the safe and sound movement of the vehicles in the campus. The parking users also drive and park their vehicles in response to the parking policy thus cooperate, drive and use parking lot as per the specified norms of the parking policy to avoid any inconvenience. The key objective of the parking policy is to provide availability of safe and adequate parking spaces /parking lot to the parking users and promote smooth and easy entry and exit movement of vehicles.

1. Rationale of the Policy

The Parking Policy of IIMT University aims at to stipulate the parking requirements, regulations and enforcement measures applied for IIMT Staff, Students, Research Scholars and visitors. The major objectives of the parking rules and regulations in the university are as follow-

- To Encourage, Guide and Practice Safe and Sound movement and parking of vehicles on campus;
- To Promote and ensure best parking facilities for all its employees, students, research scholars and visitors.

2. Parking Policy Elements

The parking policy of the university revolves around the most essential elements such



- The scope and procedure for allocating parking spaces
- Ensuring a safe, secure and clean parking lot
- General Rules and Regulations for managing parking spaces
- Responsibilities of Parking Permit Holders
- Entitlement for the Parking Facility
- Creating and managing smooth movements of vehicle in the campus

3. Safety Mission

IIMT University is committed to provide its staff, students, research scholars and visitors well- maintained and highly safe and secure parking and transiting infrastructure. Parking at IIMT University is offered either on permit or payment only every weekday within stipulated hours of 9:00 AM to 6:00 PM.

4. Scope of the Policy

IIMT University takes privilege to entertain only safe and secure movements of vehicle inside the campus. It extends this privilege to the staff members, students, research scholars and the authorized visitors who drive, park and abide by the University's Parking Rules and Regulation.

5. Definitions

- **IIMT Community:** It includes all employees, students, research scholars, and authorized visitors of IIMT University who drive and park their vehicle at university premises.
- **Permit:** It means any decal, steaker, hang tag, emblem or access device (e.g cards, toll Tag) authorized or issued by the Chief Proctor/Director Administrator that grants parking facility at university.
- **Parking Zones:** It refers to the designation of space/ place for parking permitted by the University.



6. Accountability

IIMT University accords the privilege to the University Parking Committee as recommending committee on matter of parking policy. However, the Chief Proctor/Director Administrator of the University shall be accountable to enforce these procedures and regulations in order to ensure high safety and security of individuals and property of the University.

7. Entitlement for the Parking Facility

- IIMT University is committed to provide excellent opportunity to its faculty and staff for permanent parking in any lot subject to the availability.
- IIMT University also provides opportunity to its research scholars for permanent parking at specified parking lots at the entrance gates.
- IIMT University offers 'No Charge Retiree Parking Permit' to its retired faculty and staff.

8. General Regulations

- The Parking Facility shall be available to the IIMT faculty/Staff, Students, Research Scholars, Authorized Visitors. It shall not be transferred to any other individual or vehicle without permission of Chief Proctor/Director Administrator.
- Only the authorized members shall be permitted to park his/her vehicle in the campus at specified parking place.
- The Staff/Faculty of the University shall be required to pay prescribed fee as per the University's norms until the exemption facility is being granted by the concerned authority.

The IIMT staff/faculty, students, research scholars and the authorized visitors who drive and park their vehicle in the campus shall be required to display Parking Permit on their Vehicle.



- The University shall not entertain the transference of Parking Permit between two persons.
- The Parking Permits shall be considered the property of the University.
- The university shall provide the opportunity for New Parking Permit in case of lost or stolen parking permit with a replacement fee of Rs. 300 only.
- All the vehicles parked in the campus shall strictly adhere to the rules and regulations of the University's Parking Policy.
- The University shall reserve the right to shorten the privileges or services normally offered in some designated areas for emergencies or special occasion.
- The university shall keep the right to make necessary change for parking lot on some special occasion or emergency. A parking permit holder shall be required to abide by such changes made.
- No one shall be permitted to park the vehicle other than the allotted place in the campus. The parking lot shall be defined and followed by everyone as per the university parking policy. The violation of parking policy of vehicle shall be strictly prohibited.
- The university shall not be responsible for damage caused to any vehicle while parked in the university designated parking place.
- The Parking Programme of the university shall operate under the norms of the university parking policy such as a non-profit facility and fees generated from the facility shall be utilized to meet all costs and sound management associated with program's administration.

9. Responsibilities

University Responsibilities

- The university shall maintain the upkeep and provide the safe and sound parking space for vehicle in order to avail the parking facility effectively.



- The University shall ensure that car parking is available to the authorized parking permit holders on the fair ground as much as possible.
- The university shall also provide unobstructed access to university buildings for smooth delivery of vehicles and emergency services.
- The university shall provide quick and easy access for parking without hampering the normal routine work/affair of the university.

10. Car Park User Responsibilities

The car park users of the university shall abide by the university's parking policy of vehicle in a stringent manner.

Car Park Users shall be required to:

- To properly display their parking permit/pass on their vehicle.
- To pay car charges for parking if any within the stipulated time period as per the norms of university parking policy.
- To properly park their vehicle on the designated place as violation of parking policy shall terminate the parking permit as per the parking policy of the university.
- To respectfully treat and interact with parking staff and abide by the university parking policy for vehicle.

11. Etiquette of Parking lot

The university allows only safe and secure driving in the campus and provides a clean and safe parking space. The Staff/Faculty/Employees, students, research scholars and visitors are required to abide by the parking policy and cooperate in maintenance of parking spots while availing the facility. Especially, the employees of the university are required to make a positive contribution by using the parking

services properly and nicely as they upkeep their working spaces. The following rules apply at all times:

- Littering is not allowed and is punishable.
- The drivers must respect others' vehicles as well as property in the university.
- No one is allowed to drive beyond desired speed in campus or turn carelessly or drive irresponsibly.
- The university does not allow its employees for conducting repair job or related works of their vehicle in the parking lot, except if their vehicle caused problem to start.

12. Student Parking Permit and Etiquette

The students may also avail the parking facility in the university by obtaining parking permit at the prescribed fee charged as per the university parking policy. The permit facility will allow the eligible students to park their vehicle at the designated parking lot. The university does not allow any student to get parking permit for more than one vehicle. Therefore, the university issues only one parking permit for one vehicle only in the campus. The student also needs to get his/her new parking permit in case if she/he changes his/her vehicle. So the university will issue a fresh parking permit for a new vehicle by cancelling the original parking permit issued on previous vehicle. The students therefore are required to update to the parking staff within stipulated time and initiate the process for obtaining new parking permit to avoid any inconvenience.

13. Employees Parking Permit and Etiquette

The university lays down few regulations for its staff while availing the parking facility such as:

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- The staff/faculty shall not block front or back entrances of the university.
- The employees shall not park at spots kept reserve for the disabled.
- The employees shall not create hindrances in daily routine works/affairs of the university.
- The employees shall not use the off-site parking.
- The employees shall not occupy the reserve parking spaces meant for visitors/delegation.
- The employees shall not breach the parking policy of the university and not park their vehicles at high risk spots(e.g. near construction sites).
- The vehicle left unattended for more than one month shall be towed and the owner of the concerned vehicle shall be required to pay a prescribed fee for storage and removal within stipulated time.

