

Transportation Policy

1. Policy Title - Transportation Policy

2. Policy Number - DU-AD-014 - V-2

3. Effective Date – January 2020

4. Next Review Due - June 2022

5. Purpose and Need

DU is located on the outskirts of the city of Salalah. A large number of students are coming from far off places to attend the classes daily. Many female students are residing in the in-campus accommodation provided by the University. All these students need transportation facility. Also, there has to be proper rules and regulations for the entry, exit, movement and parking of motor vehicles within the University campus.

6. Scope of Application

The policy applies to all private, public and DU owned motor vehicles entering the University campus, the students, staff, workers and visitors using these vehicles and Security and Safety Section staff regulating and monitoring the movement of motor vehicles in the campus.

7. Policy Statement

Provide a framework for regulating and monitoring entry, exit, movement and parking of motor vehicles within the University campus and also guidelines for students, staff and visitors using these vehicles.

8. Important Definitions

Private Motor Vehicle - These are the private motor vehicles (including Chauffer driven vehicles) used by students or staff for self-transportation to and from the University and also by the visitors coming to the University.

Public Motor Vehicle - These are the public motor vehicles used by University students, staff and company workers for their mass transportation to and from the University.

University Motor Vehicle - These are the motor vehicles owned by the University and used for transportation of University students and staff in general to and from the University and also the female students residing in University hostel for going to shopping centers, the hospital, excursion and the airport.

9. Procedure

- 9.1. The responsibility of regulating and monitoring the motor vehicular entry and movement inside DU campus shall be with the “Security and Safety Section”.
- 9.2. DU does not provide transport facilities for its students in general to attend classes. They have to make their own arrangements.
- 9.3. DU shall make the transport facilities available to its students and staff in case of industrial or field visits, study tours, excursions and emergencies.
- 9.4. Transportation shall also be provided for female students residing in the University hostel for going to shopping center, hospital, excursions and the airport.
- 9.5. All students and staff using their private vehicles for regular transportation to and from the University must have the DU sticker pasted on the windshield for easy entry in the campus.
- 9.6. All public motor vehicles used for regular mass transportation of students, staff and workers must have the official permission from Department of Administrative Affairs and also DU sticker pasted on the windshield of the vehicle.
- 9.7. Visitors shall be permitted to enter DU campus only after the security personnel in the DU main gate are convinced about their purpose of visiting the University and/or after they had confirmed with the person whom the visitor wants to meet.
- 9.8. Public motor vehicles and chauffer driven vehicles are not allowed to remain in DU campus for more than 1 hour.
- 9.9. All motor vehicles must be parked at the designated parking places only. Likewise, they must follow the traffic rules inside DU campus. Any violation in this regard shall attract the penalty as per ROP rules.
- 9.10. There are designated parking places for the vehicles of physically disabled students, which in no cases be used by general public.
- 9.11. CCTV cameras are installed at various places in DU campus and vehicular movement is monitored by the security staff continuously.

10. Guidelines

10.1. Guidelines for Students

- 10.1.1. All students, using any mode of transport, must carry their DU ID with them. The security guard at entrance gate may refuse entry to those not able to produce DU ID.

- 10.1.2. Students in general are advised to use public vehicles which involves mass transportation so as to reduce vehicular traffic inside the campus.
- 10.1.3. DU strongly advises the students using private motor vehicles to have maximum car-pooling arrangements so as to reduce the number of vehicles in the campus.
- 10.1.4. Students using private motor vehicles for regular transportation to and from the University must have their vehicle registered with the security and safety section and DU sticker pasted on the windshield.
- 10.1.5. All private vehicles of the students must be parked at the parking slots designated for them.

10.2. Guidelines for Staff

- 10.2.1. Staff using private motor vehicles for regular transportation to and from the University must have DU sticker pasted on the windshield.
- 10.2.2. DU strongly advises the staff using private motor vehicles to have car-pooling arrangements, wherever possible, and thereby reduce the number of vehicles in the campus.
- 10.2.3. Staff vehicles must be parked at the parking slots designated for them.

10.3. Guidelines for Public Transport Providers

- 10.3.1. All Public transport providers must have their vehicle registered with the security and safety section and DU sticker pasted on the windshield.
- 10.3.2. All such vehicles can drop (or pick) the students in front of the respective Colleges but are not allowed to park their vehicle there.
- 10.3.3. Public motor vehicles are not allowed to remain in DU campus for more than 1 hour.

10.4. Guidelines for Security Guards

- 11. No motor vehicle is to be permitted to enter DU campus without proper identification.
- 12. Security staff shall continuously monitor the vehicular movement in DU campus through CCTV cameras.
- 13. Security staff shall also undertake patrolling inside the campus at regular intervals and ensure that there are no parking and traffic rules violations.
- 14. Security staff may regulate or restrict the entry of vehicles in DDU campus depending on the occasion and during normal course depending on the availability of parking slots.

11. Custodian

Deputy Director of Administrative Affairs

12. Responsibility for implementation

Security and Safety Section

13. Contact Person for answering queries

Deputy Director of Administrative Affairs

14. Key Stakeholders consulted

DVC, Deans, FP Director, QA Director, Deputy Director of Administrative Affairs, Head of Security and Safety Section.

15. Approval details

15.1. Approval by University Council

UC Meeting number: 2019-2020/2

Meeting date: 18th November 2019

15.1. Approval by Board of Trustees (If required)

Not Required