

**Indira Gandhi National Open University**  
**Maidan Garhi, New Delhi - 110068.**  
**(Security Department)**

F. No. IG/Sec./75<sup>th</sup> Repub.Day/2024  
Dated: 23.01.2024

**CIRCULAR**

**Sub: Tightening of security arrangements at IGNOU Campus, Maidan Garhi, New Delhi.**

Instructions have been issued from time to time for tightening the security arrangements in IGNOU HQ at Maidan Garhi, New Delhi. However, ahead of important occasions like Independence Day, Republic Day, VVIPs movement etc. there is always a need for more caution and scrupulous adherence to such instructions. In order to ensure that no untoward incident occurs during the 75<sup>th</sup> Republic Day, 2024 co-operation of all IGNOU fraternity is solicited.

As you all know that prompt and detailed reporting of suspicious activities can help prevent violent crimes or any untoward incident, it is requested that if anyone see any suspicious activity, unidentified object, unauthorized visitor, unauthorized vehicle, any object etc. within the IGNOU premises please report it immediately to your nearest Security Guard on duty deployed at various buildings/Installations/Sites etc. at IGNOU HQ. The phone no. 011-29572510 installed at IGNOU's Security Check post at Main Gate of the University is available round the clock. The Security Officer can also be contacted over his Mobile No. +(91)9555030699. Since all the vehicles including cars, scooters, motor cycles and visitors entering the IGNOU premises are subject to checking it must, therefore, be ensured that every authorized vehicle bears proper stickers (resident/staff) or vehicle token as the case may be. The unauthorized vehicle found parked within the IGNOU premises will be toed away by the Traffic Police. The security personnel on duty have instructions to check any vehicle, person on suspicion. As there is a frequent visit and change of domestic help/maid servant, the residents at MGRC must therefore ensure/satisfy themselves with the credentials of their domestic help/maid servant/ driver/ personal employee etc. before hiring them. If security personal asks for identity card or any identity proof, it is requested to co-operate with the Security personals.

Looking forward to kind cooperation of all of us for ensuring a safe environment at IGNOU Campus, Maidan Garhi, New Delhi-110068.

“Stay safe and healthy by following the SOPs for COVID-19”.

  
23/01/2024

**(Major (Dr.) Karan Kapur**  
**Security Officer**

Distribution:

To

1. All the Directors of Schools/HODs with a request for wider circulation
2. Head, Computer Division } with a request to upload the Circular on the  
University website and forward a copy of the circular on the e-mail  
id of all the officials of the University.
3. PS to Hon'ble VC
4. PS to PVCs
5. PS to Registrar (Admn.)
6. All Notice Boards
7. President/Secretary, IGNOU RWA, MGRC