

Agenda: Proposal regarding an Online booking system for VH and Allied facilities

Proposed by:

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Introduction:

Housed in an imposing double storeyed building and located at a central place, Visitors' Hostel provides boarding and lodging facilities for the Institute's guests, newly appointed faculty and staff members, delegates and participants attending various conferences, seminars, symposia and workshops. The Visitors' Hostel has some allied facilities on the campus and in Chittaranjan Park Colony, New Delhi also for the benefit of the Institute's Visitors.

Allied Facilities:

- Visiting Faculty Apartment at IIT Kanpur
- Service Apartment at Chittaranjan park, New Delhi
- Outreach 69 & 80 building, IIT Kanpur

The Visitors' Hostel and allied facilities are operated as a non-profit activity to mainly support the academic and research activity on the campus with a homely atmosphere and ambience, traditionally acclaimed for its environs of hygiene and food of homely relish and richness.

Accommodation:

Visitors' Hostel has been equipped with 70 Standard rooms of which 55 are AC and 15 are Non-AC. Further there are 15 Deluxe AC rooms. It can accommodate a maximum of 170 guests at a time on twin sharing basis. Apart from this, guest rooms are available in all the halls of residence and the SBRA tower. The details of the following are:

S. No.	Name of Facility	No. of Rooms
1	Hall 1	
2	Hall 2	
3	Hall 3	
4	Hall 4	
5	Hall 5	
6	Hall 6	
7	Hall 7	
8	Hall 8	
9	Hall 9	
10	Hall 10	
11	Hall 11	
12	Hall 12	
13	GH-1	
14	NRA Tower	
15	SBRA Tower	

Current System:

Under the current system, a form has to be collected from the DOSA office and the signed form has to be submitted with the VH reception staff/concerned hall offices for bookings (in case of Hall guest rooms, the procedure has to be followed if one is not a resident of that particular hall). The concerned form has been attached with the agenda item. Apart from this, there is no information available regarding the number of vacant rooms in VH. The online link to the same is currently not functional. All this results in a lot of unnecessary workout for the students.

Proposed System:

With the modern era being driven by technology, the time has come to move towards a more advanced and efficient automation systems. In this regard, following are the proposals:

- The bookings of VH and allied facilities be made online so that it reduces work and saves time of institute as well as students.
- In a similar way as the lecture hall bookings are done, there should be a proper page clearly stating the availability status of the rooms (the screenshot of LHC booking page has been attached with the proposal).
- Students must be allowed to book the rooms only after logging in through their CC IDs. This is essential to keep a check on any misuse of this facility.