



**Bharath Institute of Higher Education and Research  
(Deemed to be University)**

**Office of the Dean of Engineering,**

**Sree Balaji Institute of Science and Technology (SBIST),**

**7, Works Road, Chromepet, Chennai – 600044**

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SBIST/MAINT/REC/2025-26/007

Date: 01 October 2025

**OFFICE ORDER  
VEHICLE PARKING FACILITY**

**1. PREAMBLE**

In accordance with the **AICTE Approval Process Handbook (APH 2024–25), Chapter II – Infrastructure Requirements**, technical institutions are required to provide adequate parking facilities within campus premises to ensure safe, organized, and obstruction-free vehicle movement.

Sree Balaji Institute of Science and Technology (SBIST) has established a structured and regulated vehicle parking system to accommodate students, faculty, staff, and visitors in compliance with AICTE infrastructure norms and campus safety standards.

**2. PARKING INFRASTRUCTURE DETAILS**

The institution provides:

- Separate parking zones for:
  - Student Two-Wheelers
  - Faculty & Staff Two-Wheelers
  - Four-Wheelers
  - Visitor Vehicles
- Clearly demarcated parking bays
- Directional signage and traffic flow markings
- Illuminated parking areas for night safety
- CCTV surveillance coverage
- Security personnel supervision
- Fire lane clearance maintained
- Barrier-free access near entry points



### 3. PARKING AREA DETAILS

Description	Area (in Sq. m.)
Total Campus Area	_____
Total Parking Area	_____
Two-Wheeler Parking Area	_____
Four-Wheeler Parking Area	_____
Visitor Parking Area	_____

### 4. CAPACITY DETAILS

Category	Capacity Available	Location
Student Two-Wheelers	_____	Main Parking Block
Faculty Two-Wheelers	_____	Staff Zone
Four-Wheelers	_____	Designated Car Parking
Visitor Vehicles	_____	Near Administrative Block

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The parking capacity is adequate to accommodate the approved intake of students and staff strength as per AICTE norms.

## **5. SAFETY & SECURITY MEASURES**

To ensure campus safety:

- Entry and exit are monitored by trained security personnel.
- Visitor vehicles are recorded in the entry register.
- CCTV cameras cover parking zones and entry/exit gates.
- Adequate lighting is provided for night visibility.
- Speed limit boards and reflective markings are installed.
- Speed breakers are placed near academic blocks.
- Emergency vehicle access lanes are maintained at all times.

## **6. ACCESSIBILITY COMPLIANCE**

In alignment with accessibility and inclusivity standards:

- Reserved parking for Persons with Disabilities (PWD).
- Ramp access from parking area to main buildings.
- Safe pedestrian pathways marked from parking zones.

## **7. TRAFFIC MANAGEMENT SYSTEM**

- One-way traffic system within campus (where applicable).
- Clearly marked pedestrian crossings.
- No parking near laboratory exhaust areas, transformers, or emergency exits.
- Parking areas do not obstruct academic blocks or fire safety exits.

## **8. GREEN & SUSTAINABILITY FEATURES (If Applicable)**

- Tree-lined parking areas for shade.
- Proper drainage to avoid water stagnation.
- Provision for EV charging stations (if available).
- Environment-friendly campus planning aligned with sustainability initiatives.

## 9. MAINTENANCE & MONITORING

The parking facility is:

- Regularly cleaned and maintained.
- Periodically inspected for safety compliance.
- Managed by the Administrative / Estate Department.
- Reviewed annually under Infrastructure Audit and IQAC monitoring.

## 10. DOCUMENTARY EVIDENCE MAINTAINED

For AICTE inspection and EOA compliance, the institution maintains:

- Approved Campus Layout Plan showing parking zones
- Photographs of parking facility (Day & Night view)
- CCTV installation report
- Security deployment order
- Sample vehicle entry register
- Fire Safety Clearance certificate

## 11. COMPLIANCE DECLARATION

This is to certify that Sree Balaji Institute of Science and Technology (SBIST) provides adequate and safe vehicle parking facilities within campus premises in compliance with AICTE APH 2024–25 Infrastructure Requirements.

*J. Indumathi*

