

NOTICE

Subject: Responsible Display of Notices and Posters on Campus

Dear Faculty and Students,

I urge your kind attention and immediate intervention in maintaining the aesthetic and structural integrity of our campus premises.

As you are aware, the theme for this academic year is “Nurturing a Sustainable Future.” This begins with the sustenance of our own beautiful campus environment. Each member of the Xavier’s community is called to actively participate in preserving the grace and cleanliness of our shared spaces.

We have noticed with concern that posters and notices are being pasted on walls, which defaces our surroundings. The current state of the softboards is also untidy and unpresentable, reflecting a lack of care in communication practices.

Even chairs being used for the Scholarship Day on 31st July need to be discreetly pasted with the stickers using the right tape.

Please contact Mr. Alvin to understand the protocols. Any poster or banner found not adhering to the protocol will be removed.

Please note the following guidelines:

1. Use of Walls is Strictly Prohibited for sticking notices or posters.
2. Only designated notice boards
3. Standees and Softboards must be used in a neat and organised manner.
4. For long-term display, notices should be laminated or placed in plastic folders before being put up.
5. No notice or poster should be displayed without the signature of the Head of Department (HoD) or an authorised person.
6. Only transparent and masking tape must be used, no double tape, masking tape or silver tape to be used.
7. Defaulters will be held accountable, and fines will be imposed for non-compliance.

Thank you for your cooperation.



PRINCIPAL