

From

The Registrar,  
CCS Haryana Agricultural University,  
Hisar

To All Deans/Directors/HODs/Sections/Offices  
(including Outstations)  
CCS HAU, Hisar

Memo No. Admn.R-4/2026/ 5854-974

Dated: 15-04-2026

**Subject: To avoid fire incidents in the University – Preventive measures thereof.**

Due to start of summer season and peak harvesting season of Rabi Crops, the possibilities of fire incidents may occur and to avoid such situations the following preventive measures have been approved by the competent authority for strict compliance and to avoid unwanted incidents:-

1. No waste material including leaves/Purali/Crop residues shall be burnt.
2. The HOD/Area Incharge must ensure that the vegetation surrounding the field may regularly be cleared at least 5 feet from fencing.
3. Utmost precaution should be ensured during the times of maximum sunlight to avoid fire incidence. On days, heat wave with relevant humidity of particularly < 50%, special care must be taken while usage of machines between 12:00 noon to 5:00 PM.
4. On very low relative humidity and high temperature, the machinery used for harvesting and gathering crops can cause fire, therefore, precautions may be taken by the respective incharges.
5. Enforcement of "No Smoking" in and around field boards needs to be displayed at prominent locations.
6. Removal of highly flammable and combustible materials is required.
7. Wherever overhead electric wires are passing either through the field or near the field, the area below the wires should be cleared at regular intervals and no vegetation should be allowed to grow below the wires.
8. Proper training and fire drills should be ensured by the Controlling Officers/HODs with the help of department concerned.
9. Electric wiring and installation should be checked from time to time by the department concerned.
10. It should be ensured by the concerned officer/HODs/Officer Incharge that the fire extinguishers are filled up with gas and other firefighting equipment must be in working order.
11. Steel buckets filled of sand should be located at several points in the buildings (as per practice) and same may be ensured by the Officer Incharge.
12. Overhead water tanks/water storage units, taps and pipelines should be checked for proper supply of water by the department concerned.

The above guidelines/instructions may be followed strictly and non-compliance of these instructions shall be viewed seriously and responsibility shall lie upon the departments/offices concerned.

  
Registrar

CC:

1. Secretary to the Vice-Chancellor for kind information of the worthy Vice-Chancellor, CCS HAU, Hisar, please.
2. The Registrar, LUVAS, Hisar.
3. EO-cum-SE, CCS HAU, Hisar with a request to ensure compliance of preventive measures as approved by the competent authority.
4. The Chief Security Officer, CCS HAU, Hisar.
5. Director, RDS Seed Farm/Director Farm/ Director DDUCEO/Controlling Officer, Landscape Unit, CCS HAU, Hisar to ensure the implementation of above instructions.
6. Controller of Examinations/Advisor Recruitment/Advisor Faculty/SPIO/Incharge Legal Cell/ARE/ARA/Officer Incharge Hospitality/DDO (internal), CCS HAU, Hisar.
7. Incharge, Computer Section CCS HAU, Hisar for placing the same on University website for wide publicity.