

Meeting schedule:

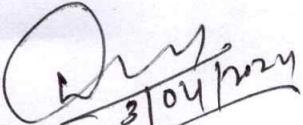
Date: 04/04/2024

Time: 3:30 PM

Venue: Chief Warden Office

Agenda:

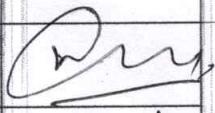
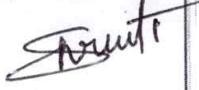
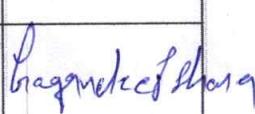
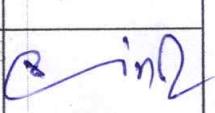
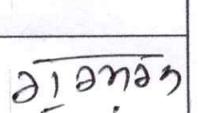
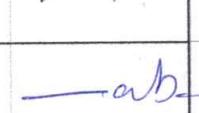
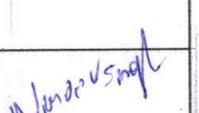
1. Farewell event discipline arrangements
2. Review security staff vigilance
3. Training for guards regarding drug screening procedure

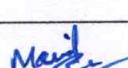
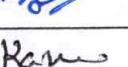
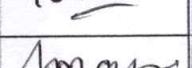
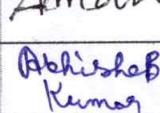


3/04/2024

Er. Vijay Kumar

Chief Warden

S. No	Name	Designation	Responsibility	Mobile No	Signature
1.	Er. Vijay Kumar	Chief Warden	Convenor	9877400262	
2.	Ms. Shruti Parashar	Warden (Girls Hostel)	Secretary	8196900399	
3.	Mr. Gagandeep Sharma	Warden (Boys Hostel)	Member	8872004737	
4.	Mr. Jarmanjit Singh	Warden (Boys Hostel)	Member	9915240182	
5.	Mr. Gursharan Singh	Caretaker (Boys Hostel)	Member	8360448035	
6.	Ms. Trishla Sharma	Caretaker (Girls Hostel)	Member	8566945161	
7.	Mr. Nirdev Singh	Caretaker (Boys Hostel)	Member	9814075018	

S. No	Name	Designation	Responsibility	Branch	Signature
1	Monika Jaiswal	Student	Member	CSE	
2	Kanchan Nadda	Student	Member	B.Pharmacy	
3	Aman	Student	Member	ME	
4	Abhishek Kumar	Student	Member	CSE	

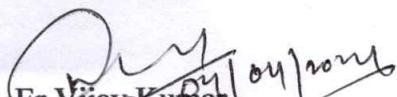
07/02/2024
Er. Vijay Kumar
Chief Warden

Minutes

- Committee proposed entry wristbands to restrict unauthorized access.
- CCTV feed audit revealed lapses in guard alertness.
- Training plan finalized for screening techniques and NDPS legal awareness.

ATR

- Entry wristband system implemented.
- Guards scheduled for training workshop in June-July break.



Er. Vijay Kumar
Chief Warden

Subject: Change in the Composition of Hostel Anti-Drug Committee

This is to inform all concerned that there has been a **change in the composition of the Hostel Anti-Drug Committee for the academic year 2024–2025** due to administrative arrangements.

Ms. Madhu Sharma, who was earlier serving as **Warden, Girls' Hostel** and a member of the Hostel Anti-Drug Committee, has been relieved from the said responsibility.

Ms. Shruti Parashar has taken charge as the **Warden, Girls' Hostel** and shall henceforth serve as a **member of the Hostel Anti-Drug Committee** for the tenure **2024–2025**, with immediate effect.

Accordingly, the Hostel Anti-Drug Committee shall function with the revised composition for the academic year 2024–2025.

All committee members are requested to take note of the above change and extend their cooperation for the effective functioning of the committee.

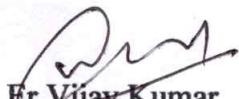
Sd/- 
Er. Vijay Kumar
Chief Warden
Hostels

Copy to:

- Members, Hostel Discipline Committee
- Warden (Boys' Hostel)
- Warden (Girls' Hostel)
- Hostel Office Record
- Notice Boards (Boys' & Girls' Hostels)

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3	Aman	Student	Member	ME
4	Abhishek Kumar	Student	Member	CSE


Er. Vijay Kumar
Chief Warden

Tentative Schedule of Meetings of Anti-Drug Committee for session Jan 2024-June 2024

Meeting No	Tentative Dates
1	07-02-2024
2	04-04-2024

Note: - This is the tentative schedule of meetings it may change, new dates of meetings may be shared on short notice so all members of the committee requested to be available for the meetings.



Er. Vijay Kumar
Chief Warden

Meeting Schedule:

Date: 07/02/2024

Time: 11:00 AM

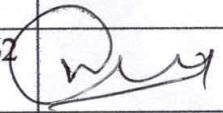
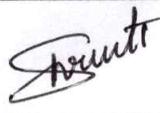
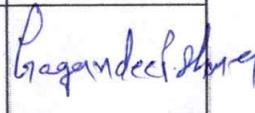
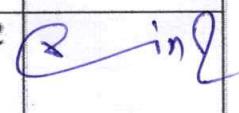
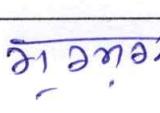
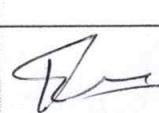
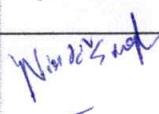
Venue: Chief Warden Office

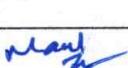
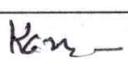
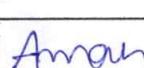
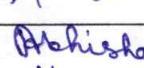
Agenda:

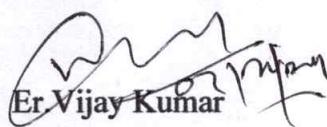
1. Review of anti-drug activities conducted in the previous semester
2. Orientation and awareness planning for students
3. Review of vulnerable locations within hostel premises
4. Strengthening coordination with wardens and security staff
5. Any other matter with the permission of the Chair



Er. Vijay Kumar
Chief Warden

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Er. Vijay Kumar
Chief Warden

1. Review of Previous Semester Activities

- The committee reviewed awareness activities conducted earlier.
- No confirmed drug-related incidents were reported.

2. Orientation and Awareness Planning

- The need to reinforce anti-drug awareness among students was discussed.
- It was decided to continue sensitization through notices and brief interactions.

3. Vulnerable Locations Review

- Areas such as staircases, parking zones, and isolated corners were reviewed.
- Members emphasized regular monitoring of these locations.

4. Coordination with Wardens and Security

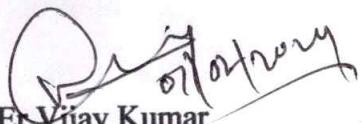
- The importance of timely reporting by wardens and guards was highlighted.
- Better communication among stakeholders was advised.

5. Any Other Matter

- No additional issues were raised.

Action Taken Report (ATR)

1. Awareness instructions reiterated through hostel notice boards.
2. Vulnerable locations shared with wardens and security staff for monitoring.
3. Security staff instructed to remain alert during evening and night hours.



Er. Vijay Kumar
Chief Warden