

**Agenda & Circular of Second
Meeting of Anti-Drug Committee**

Date: - 07-11-2023

**From the Office of
Chief Warden**

Meeting schedule:

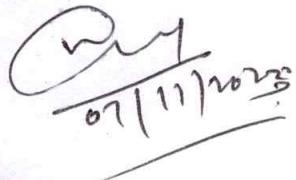
Date: 08/11/2023

Time: 3:30 PM

Venue: Chief Warden Office

Agenda:

1. Night screening reinforcement
2. Festival-related increased vigilance
3. Anonymous complaint received regarding substance smell

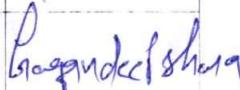
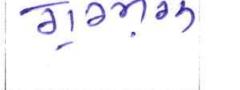
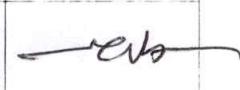


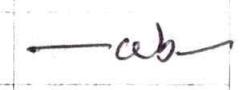
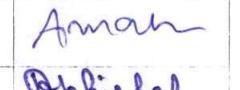
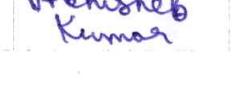
07/11/2023

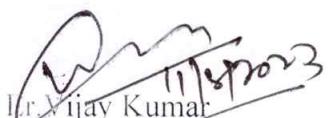
**Attendance of Second Meeting
Anti-Drug Committee**

Dated: 11-08-2023

**From the Office of
Chief Warden**

S. No	Name	Designation	Responsibility	Mobile No	Signature
1.	Er. Vijay Kumar	Chief Warden	Convenor	9877400262	
2.	Ms. Madhu Sharma	Warden (Girls Hostel)	Secretary	8847295690	
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	


Er. Vijay Kumar
11-08-2023

Chief Warden

Agenda 1: Night Screening Reinforcement

- The committee reviewed the current night screening process at hostel entry points.
- It was decided to strengthen screening during late evening and night hours.

Agenda 2: Festival-Related Increased Vigilance

- The committee discussed the need for enhanced vigilance during festival periods.
- Members emphasized close monitoring of student movement and entry of outsiders during festivals.

Agenda 3: Anonymous Complaint Regarding Substance Smell

- An anonymous complaint reporting a substance-like smell in the hostel area was discussed.
- The committee decided to verify the complaint discreetly to avoid unnecessary panic or allegations.

Action Taken Report (ATR)

1. Night Screening

- Night screening duties reinforced at hostel gates.
- Security staff instructed to remain alert and report any suspicious activity.

2. Festival Vigilance

- Additional checks planned during festival days.
- Wardens advised to conduct extra rounds during evening and night hours.

3. Anonymous Complaint

- Concerned area inspected by the warden and security staff.
- No confirmed substance use found; monitoring continued as a precaution.


Mr. Vijay Kumar
Chief Warden