

**Meeting schedule:**


**Date: 11/08/2023**

**Time: 2:00 PM**

**Venue: Chief Warden Office**

**Agenda:**


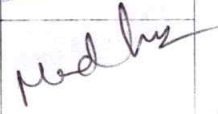
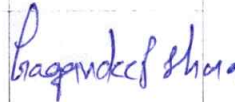

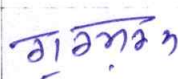
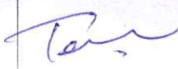

1. Orientation and anti-drug pledge for newly admitted students
2. Review of vulnerable locations identified within hostel premises
3. Introduction of student volunteer surveillance group
4. Planning of anti-drug awareness activities and campaigns
5. Coordination with hostel wardens and security staff
6. Any other matter with the permission of the Chair

  
08/8/23


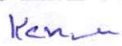
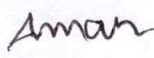
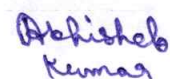
**Attendance of First Meeting Anti-  
Drug Committee**

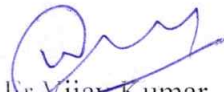
**Dated: 11-08-2023**

**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  
Chief Warden

**Orientation and Anti-Drug Pledge for New Students**

- The committee discussed conducting an orientation session for newly admitted students.
- It was decided that all new students will take an anti-drug pledge during the orientation programme.

**Review of Vulnerable Locations**

- Identified locations such as parking areas, staircases, and secluded corners were reviewed.
- The committee emphasized the need for regular monitoring of these areas.

**Introduction of Student Volunteer Surveillance Group**

- The proposal to introduce a student volunteer group was discussed.
- The committee agreed that selected student volunteers would assist in reporting suspicious activities.

**Anti-Drug Awareness Activities**

- The committee discussed organizing awareness talks, poster displays, and digital messages.
- Emphasis was laid on educating students about the harmful effects of substance abuse.

**Coordination with Wardens and Security Staff**

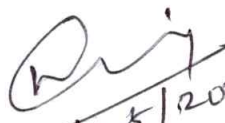
- The need for close coordination between wardens, security staff, and the committee was discussed.
- Regular reporting and communication were advised.

**Any Other Matter**

- No additional issues were raised.

**Action Taken Report (ATR) – Anti-Drug Committee Meeting**

1. **Orientation and Anti-Drug Pledge**
  - Anti-drug pledge included in the orientation programme for newly admitted students.
  - Pledge forms circulated and attendance recorded.
2. **Monitoring of Vulnerable Locations**
  - Vulnerable locations identified and shared with wardens and security staff.
  - Regular monitoring initiated in parking areas, staircases, and secluded corners.
3. **Student Volunteer Surveillance Group**
  - Student volunteers shortlisted from both Boys' and Girls' Hostels.
  - Volunteers briefed about their roles and reporting mechanism.
4. **Anti-Drug Awareness Activities**
  - Awareness posters displayed in hostels and common areas.
  - Digital awareness messages shared with students.
5. **Coordination with Wardens and Security Staff**
  - Wardens and security staff instructed to report suspicious activities promptly.
  - Regular coordination meetings planned as required.

  
11/08/2023