

Dr B R AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY, JALANDHAR
Subject:-11th Duty Roster (8 October, 2017 – 13 October, 2017) of Anti-Ragging Squad

In order to check ragging incidents and to maintain discipline in the institute, the following duty schedule will be followed. All the employees are requested for support and cooperation:

Date	9:00 am – 9:00 pm	9:00 pm – 9:00 am	
	NITJ Campus including Hostels	Boys' Hostel 1 to 7 & MBH	Girls' Hostel 1, 2, & MGH
8/10/2017 Sunday	1. Dr. Bhardwaj Adiraju, Chemical 2. Mr. Hardeep Singh, Central Workshop	1. Dr. Sumer Singh, Bio. Tech 2. Dr. Vipin Singh, Bio. Tech	Ms Anita, Chemical
9/10/2017 Monday	1. Ms Harsh Malhotra, Store 2. Mr. Mohinder Pal, IPE	1. Dr. Vedant Singh, ME 2. Dr. Kali Das, ME	Dr. Namrita Kalia, Humanities
10/10/2017 Tuesday	1. Ms Sarita, Academic 2. Mr. Tarsem Lal, Chemical	1. Dr. Jagdeep Singh, IPE 2. Dr. Rohit sharma, Math	Dr. Shreya Garg, Humanities
11/10/2017 Wednesday	1. Ms Anju, Dispensary 2. Mr. Kuldeep Singh, ECE	1. Dr. Amit Tripathi, Math 2. Dr. Amandeep Singh Oberai, IPE	Ms Taro Devi, Accounts
12/10/2017 Thursday	1. Ms Renu, Academic 2. Mr. Swinder Singh, ECE	1. Dr. Vinod Kumar, Math 2. Dr. Shubhankar Maity, TT	Dr. Jyoti, Chemical
13/10/2017 Friday	1. Ms Anshu, Chemical 2. Mr. Daljit Singh, Workshop	1. Dr. Ravinder Kumar, Math 2. Dr. Pawan Kumar, TT	Dr. Versa, Chemical

1. The Director, Deans, Registrar, Chief Warden and all Wardens shall be on duty round the clock.
2. The senior most faculty/staff member of the respective group for anti-ragging squad will act as a 'Coordinator'. Attendance of the official on duty has to be marked by him in the register kept in hostel no.1. They are also requested to send the filled in daily report as per the format available with the hostel attendant.
3. Rooms in the guest house are kept reserved for the night stay of Coordinators of anti-ragging squad of Boys Hostels as well as Girls Hostels. A guestroom in Hostel No 1 is kept reserved for the night stay of the members of anti-ragging squad.
4. Prior approval from the Director/ competent authority is required for mutual exchange of duties.
5. All faculty and staff members are requested to take utmost care of the first year students while on duty in Hostel No 1 and 2.
6. The Team Leader will provide the absentee statement in the prescribed Performa to the Director on the next morning.
7. The classes of 1st year students shall be held in L-1, L-2, L-3, L-4, L-5 and L-6, so the members on duty in the morning session are requested to take care of these areas.
8. On holidays and Saturdays/Sundays, faculty and staff put on duty (9.00 am to 9.00 pm) shall check the ragging all over NITJ, campus.
9. Spelling mistake, if any, may kindly be ignored and mistake of any other kind be brought to the notice.

B. S. 5/10/17

Director

CC to:

1. All concerned
2. All Deans/HODs/Registrar/Section Heads/Workshop Supdt/Librarian/Estate Officer/ Security supervisor: For circulation, please
3. Chief Warden/Dy Chief Warden/All Wardens
4. Head (CC) with a request to display the same on Institute website.
5. Coordinator (GH), with a request to reserve rooms in the guest house for night stay of coordinators of anti-ragging squad.