

Dt 02/8/2017

NITJ/PA/12642

Dr B R AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY, JALANDHAR
Subject:-3rd Duty Roster (7 August, 2017 – 14 August, 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
7/8/2017 Monday	1. Dr. S P Singh, Civil 2. Mr. Narinder Kumar, Accounts	1. Dr. Balwinder Raj, ECE 2. Mr. Ravinder Singh, ME 3. Mr. Shiv Kumar, Chemical	Ms Nisha Shukla, Academic
8/8/2017 Tuesday	1. Dr. S J S Bedi, Humanities 2. Mr. Tejinder Singh, Store	1. Dr. A K Jain, ICE 2. Mr. Kuldeep Singh, ECE 3. Mr. Talwinder Singh, CC	Ms Kulwinder Kaur Establishment
9/8/2017 Wednesday	1. Dr. Sarabjit Singh Bal, IPE 2. Mr. Rampal, CSE	1. Dr. Sarabjot Singh Sandu, ME 2. Mr. Paramjit Singh, Physic 3. Mr. Satish Kumar, Estate Office	Ms Baljit kaur, Dispensary
10/8/2017 Thursday	1. Dr. Arvinder Singh, Physics 2. Mr. Jagdish Kumar, Estate Office	1. Dr. Gurmej Singh, Ph. Edu. 2. Mr. Ajay Kumar, ICE 3. Mr. Bikram Singh, ME	Ms Rajni, Establishment
11/8/2017 Friday	1. Mr. K V P Singh, Textile 2. Mr. Satnam Singh, Chemistry	1. Dr. A Chatterjee, Textile 2. Mr. Tarsem Lal, Chemical 3. Mr. Swinder Singh, ECE	MS Balwinder Kaur, TEQIP
12/8/2017 Saturday	1. Dr. A Mukhopadhyay, Textile 2. Mr. Joga Singh, Estate Office	1. Dr. N Bhowmick, Textile 2. Mr. Balkar Singh, Estate Office 3. Mr. Davinder Singh, Library	Ms Arvinder Kaur, Library
13/8/2017 Sunday	1. Dr. S Ghosh, Textile 2. Mr. Arun Ram, Accounts	1. Dr. J N Chakraborty, Textile 2. Mr. Kanta Parsad, COE 3. Mr. Vijay Kumar- II, Estate Office	Ms Jeevan Lata, Library
14/8/2017 Monday	1. Dr. Rajiv Trehan, T & P 2. Mr. V N Khanna, CSE	1. Dr. Parveen Malik, Physics 2. Mr. Manjit Singh –II, Estate Office 3. Mr. Daljit Singh, Work Shop	Ms Aruna Rani, Chemical

Note :

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.

[Signature]
01/8/2017

[Signature]
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.