

# Bhartiya Institute of Engineering & Technology, Sikar

## Meeting Minutes

### Anti-ragging committee

Date: 16/09/2022

Location: Principal Office

#### Attendees

Dr. Nitesh Kumar Dixit, Chairperson

Dr. Suman Nehra, Member

Mr. Hitendra Verma, Member

Mr. Mahesh Kumar, Member

Mr. Vandana Dhaka, Member

Mr. Ankit Kumar, Member

Ms. Ankita Kumari, Member

**Agenda:** Establishment of Anti-Ragging Committee

#### **Meeting Commenced:**

The meeting was called to order by [Name], the Chairperson of the meeting. [Name] welcomed all the members present and thanked them for their participation. The purpose of the meeting was stated, which was to establish an Anti-Ragging Committee within the organization.

#### **Introduction and Background:**

The Chairperson provided a brief introduction regarding the need for an Anti-Ragging Committee. They highlighted the importance of creating a safe and inclusive environment for all members of the organization, emphasizing that ragging or any form of harassment would not be tolerated.

#### **Committee Structure and Responsibilities:**

The Chairperson presented a proposed structure for the Anti-Ragging Committee and explained the roles and responsibilities of each member. The committee was proposed to consist of a Chairperson, Secretary, and several members, all of whom would be responsible for ensuring the effective implementation and enforcement of anti-ragging policies within the organization.

#### **Policy Development:**

The committee discussed the development of an anti-ragging policy that would clearly define ragging, its consequences, and the disciplinary actions that would be taken against individuals found guilty. It was

decided that the policy would align with existing laws and regulations pertaining to ragging, ensuring the protection of students and employees from any form of harassment.

#### **Awareness Campaigns:**

The committee acknowledged the importance of raising awareness about the consequences of ragging and the support available to victims. They discussed organizing various awareness campaigns, workshops, and orientation sessions to educate students, employees, and parents about the committee's role and the organization's commitment to maintaining a ragging-free environment.

#### **Reporting Mechanism:**

The committee emphasized the need for a robust reporting mechanism that would allow individuals to report incidents of ragging anonymously and without fear of reprisal. They discussed the implementation of a dedicated helpline and an online reporting portal, ensuring confidentiality and prompt action in response to reports.

#### **Collaboration with Authorities:**

The committee recognized the significance of collaborating with local law enforcement agencies and other relevant authorities to effectively address incidents of ragging. They discussed establishing communication channels and sharing information to ensure a coordinated and swift response to any reported cases.

#### **Timeline and Next Steps:**

The Chairperson highlighted the importance of setting realistic timelines and deliverables to ensure the committee's objectives were met effectively. The members agreed to review the proposed policies and finalize them within the next two weeks. They also decided to begin planning the awareness campaigns, considering the upcoming academic year.

#### **Meeting Conclusion:**

The Chairperson thanked all the members for their valuable input and active participation. They summarized the key decisions made during the meeting and confirmed the next meeting date, time, and location. The meeting was adjourned, and members were encouraged to reach out if they had any further suggestions or concerns.

[Signature of the Chairperson]

**PRINCIPAL**  
BHARTIYA INSTT. OF ENGG & TECH  
SIKAR

**Note:** These minutes will be reviewed, edited, and approved by the Chairperson before distribution to the committee members.

# **BHARTIYA INSTITUTE OF ENGINEERING & TECHNOLOGY, SIKAR**

Ref./BIET/2023-24/25

May 13, 2023

## **OFFICE ORDER** **24x7 Women Helpline Number**

As per the AICTE guidelines in APH 2023-24. The institute phone number 9828514521 will be observed as a 24x7 women's helpline number. The aim of the helpline is to provide round the clock emergency and non-emergency complaints and counselling services to women affected by violence by linking them with appropriate authorities such as police, hospitals, District Legal Service Authority, psychological services and providing information about women related government programmes across the country through a single uniform number.

  
Principal **PRINCIPAL**  
**BHARTIYA INSTT. OF ENGG. & TECH.**  
**SIKAR**

