

B. M. A. S. ENGINEERING COLLEGE, KEETHAM AGRA-282007

Ref: -BMASEC/DO/OO/2010-11/1434

July 28, 2010

OFFICE ORDER

(Director's Office)

An environment conducive for pursuing healthy academic schedule in the campus is essential. As the new academic session is going to commence there is a need to monitor movements and activities of the students in the Campus to stop ragging of junior students by senior students. Ragging has been banned by Supreme Court of India and also detailed instructions on stopping the ragging in the college premises have been issued by UPTU vide their letter No. उ०प्र०प्रा०वि०/कु०स०का०/ए०के०/२०१०/५६०-**115088** dated **21/04/2010** Government of U.P. has also made an ordinance in this connection. Following staff members are assigned the tasks as indicated against their names in addition to present duties (In case of any clash Chief Proctor and Wardens should be also contacted) in order to see that ragging should not take place in the campus or outside the campus.

DURING COLLEGE TIMINGS: -

- (a) Mr. A. S. Kapur, Mr. Satish Pandey & Mr. S. S. Parmar- To see that the entry and departure of the Students to and from the College near the main gate and hostel are in a smooth manner.
- (b) Proctorial Staff and Anti Ragging Team - During College working time these persons will ensure the following -
 - (i) They should be around the academic blocks, Canteen, Library, and Workshop Block to stop any type of ragging. For that it should be ensured that the fresher as well as senior students go to their respective classrooms directly and do not loiter around in the corridors. Similarly after the classes are over they should see that the students go to the bus or main gate or to the hostels in an orderly manner. Following areas are assigned for easy implementation but each and every member of Anti Ragging Team and Proctorial Board will stop ragging every where on his/her own if it comes to his or her notice-
 - (aa) Mr. Tejinder Jeet Singh and Mrs. Pooja Prakash- for MBA students.
 - (bb) Dr. S. K. S. Rathore Dr. N. P. Singh, Mr. S. K. Dwivedi and Mrs. Priyanka Agarwal and Mrs. Arti Singh - First floor.
 - (cc) Mrs. Swati Agarwal, Mr. Shekhar Sharma, Mr. K. K. Singh- Second floor.
 - (dd) Mr. V. Srinath, Mrs. Neema Verma and Mrs. Radhika Bansal - Ground Floor Central Quadrangle and behind.
 - (ee) Mr. S. K. Singh, Mr. S. P. Mago and Mr. K. N. Lawaniya - Workshop area.

- (ff) Mr. V. K. Gupta, Mr. Awadhesh Pandey, Mr. Vijay Vir Singh and Mrs. Nisha Agarwal -Canteen.
 - (gg) Mr. Virendra Sharma, Mr. S. S. Parmar and Mr. Tarun Rathi – Hostel area from 14:30 Hrs till Tea-time. This particular responsibility would be directly managed by managed all hostel wardens & other in-living faculties as feasible.
 - (hh) Mr. Vineet Arora- Chief Proctor – College Area. For Hostel to be assisted by Dr. Manish Verma, Mr. Rizwan Ahmad and Mr. Tarun Rathi.
 - (ii) New Building (third floor) Mr. Mukesh Kumar Rathore, Dr. S. K. Jain and Dr. Shipra Gupta
 - (jj) Training & Placement area- Mr. Sumeet Mathur and Mrs. Soniya Dhyani and Mr. Sachin Pasricha.
- (ii) Dr. Shipra Gupta the Warden of Girls Hostel and Ms. Swati Verma and Ms. Indira Arya during college hours will stop ragging of Girls.

FOR DAILY COMMUTERS: -

The faculty/staff members who are using the bus facilities will be detailed to travel upto the last stop in every route in 1st Year students' buses. They will ensure that during bus journeys no ragging take place. A separate notice will be issued for that by Mr. Vijay Vir Singh, Transport Incharge

The following faculty /staff members will be available in the bus to travel for the starting point to pick up points on the routes mentioned below: -

S. No.	ROUTE	NAME OF FACULTY /STAFF MEMBERS
1.	Arjun Nagar to BMASEC & Back	Dr. S. K. Jain, Mr. K. N. Lawania, Mr. Lakhan Singh
2.	Amar Hotel to BMASEC & Back	Mr. Vineet Arora, Mrs. Gunjan Bhatnager & Mrs. Nisha Sharma
3.	Madhu Nagar to BMASEC & Back	Mr. Saurabh Kumar, Mr. Rahul Kumar
4.	COD Colony to BMASEC & Back	Mrs. Madhu Verma, Ms. Hem L.Yadav, Mr. V. M. Pathak & Mrs. Swati Ag.
5.	Rambagh to BMASEC & Back	Dr. N. P. Singh, Mr. Manish Chauhan, Mrs. Suvarna Agarwal, Mr. Puneet Singh
6.	Kamla Nagar to BMASEC & Back	Mr. Brajesh Kumar Sharma, Mr. Aman Gupta and Mrs. Nisha Agarwal
7.	Dayalbagh to BMASEC & Back	Ms. M. Charanpriya, Mr. V. Srinath, Mrs. Neema Verma and Mr. D. Nath Gupta
8.	Sai ka Takiya to BMASEC & Back	Ms. Divya Agarwal, Mr. Manish Verma, Mr. Avinash Sharma
9.	Mathura to BMASEC & Back	Mr. K. K. Singh, Mr. S. C. Gupta, Mr. Manish Gupta & Mr. P. Kumar

AFTER COLLEGE HOURS: -

After college timings all Hostel Wardens and other living-in faculties under the over-all arrangement of Dr. Manish Kumar Verma & Mr. Satish Pandey will keep watch over students to stop ragging to take place. Following action plan is recommended which may be modified as per ground situation by Dr. Manish Kumar Verma & Mr. Satish Pandey under intimation the Chief Proctor.

- (a) Dinning Hall - The following staff members will be present in the Boy's Hostel dining hall for the meal: -
- (i) Breakfast - Mr. B. N. Gupta, Mr. Abhishek Tripathi and Dr. D. N. Mishra
 - (ii) Lunch - Mr. Rizwan Ahmad, Mr. Safiullah and Mr. Sachin Dubey (Roaster for Lunch will be maintained by Mr. Rizwan Ahmad under intimation to Chief Proctor).
 - (iii) Dinner - Mr. Satish Pandey, Mr. Tarun Rathi and Mr. Safiullah
 - (iv) At Tea Timings - Mr. Sachin Saurabh (AEC), Mr. Viresh Chauhan and Mr. Dharmendra Singh
 - (v) Escort to first year student (Hostel to their respective classes) - Mr. S.S.Parmar (He can utilize security guards for the same).
- (b) In addition the following will be available in the Boys' Hostel as per the timings shown below: -

Day	8:00 PM-11:00 PM	11:00 PM-02:00 AM	02:00 AM - 05:00 AM
Monday	Mr. Virendra Sharma	Mr. Safiullah	Dr. D. N. Mishra
	Mr. Rizwan Ahmad	Mr. V. S. Chauhan	Mr. B. N. Gupta
Tuesday	Mr. Sachin Dubey	Mr. Sushil Kumar	Mr. Virendra Sharma
	Mr. Tarun Rathi	Dr. Manish Verma	Mr. Sushil Kumar
Wednesday	Mr. Sachin Dubey	Mr. S. S. Parmar	Mr. V. S. Chauhan
	Mr. Satish Pandey	Mr. Rizwan Ahmad	Mr. Sachin Saurabh (AEC)
Thursday	Mr. S. S. Parmar	Mr. Dharmendra Singh	Mr. Tarun Rathi
	Mr. Tarun Rathi	Mr. B. N. Gupta	Mr. Abhishek Tripathi (HCST)
Friday	Dr. D. N. Mishra	Mr. Satish Pandey	Mr. Rizwan Ahmad
	Mr. Virendra Sharma	Mr. Sachin Saurabh (AEC)	Mr. S.S. Parmar
Saturday	Mr. Tarun Rathi	Mr. Abhishek Tripathi (HCST)	Mr. Safiullah
	Mr. V. S. Chuahan	Mr. Tarun Rathi	Dr. Manish Kumar Verma
Sunday	Mr. Safiullah	Mr. Sachin Dubey	Mr. Dharmendra Singh
	Dr. Manish Kumar Verma	Mr. Sachin Saurabh (AEC)	Mr. Virendra Sharma

Note: In spite of above duty timings, Wardens will be available for further assistance.

- (c) For 1st Yr girls staying in girls hostel in BMAS Engineering College campus, Dr. Shipra Gupta & Ms. Swati Verma will act as local warden and will ensure that no ragging of girls takes place.

BUS:- There is a need to maintain proper vigil unobtrusively for calm and peace atmosphere. If it is maintained, this would facilitate the students and the faculty members in devoting their energies and efforts towards academics and other healthy activities.

Keeping the present occupancy of students' Bus in mind, the hostellers are not allowed to travel in buses. However in case of dire emergency, if a hosteller wishes to go to city, he must first obtain permission from the hostel warden and then from Mr. Vijay Vir Singh, the transport officer to travel by bus.

Additional five security guards have been positioned in the Boy's Hostel both during day as well as night to have greater vigilance.

Each warden and every person mentioned in this office order is advised to read the UP Government circular available in the Director's office and with Chief Proctor for compliance.

At last, this is the duty and moral responsibility of all the faculty and staff members who are residing in the campus that they maintain ragging free environment by their cooperation and support, which is desirable and anticipated from them.



(Dr A. K. Gupta)
Director

Copy to:-

- The Vice Chairman, SGI
- Dean Academics
- Accounts Officer
- Head of Library

- Dean student welfare
- Dy. Registrar
- Chief Proctor
- Controller of Examinations
- Head, Training & Placement
- All HOD's
- Store Incharge
- Chief Warden
- Wardens
- Concerned faculty/ staff members
- Notice Boards
- Master file