



**RAJ KUMAR GOEL INSTITUTE OF TECHNOLOGY  
OFFICE OF THE DIRECTOR**

Ref. No RKGIT/Dir.Off/April/122/2024

Date: 18<sup>th</sup> April, 2024

**CIRCULAR**

**Sub:- ANTI-RAGGING CONTROL ROOM  
(Session: 2024-25)**

An Anti-ragging Control Room has been established in 'B' hostel (Patel Bhawan) and will work round the clock. The following persons will manage the control room and may be approached by any faculty, staff or the student any time:


S.No.	Name	Designation	Contact No.	Remarks
1	Dr. Pawan Kr. Goel	Assoc. Prof. CSE	7017100041	Faculty Convener Control Room
2	Mr. Vinod Vishwakarma	Asstt. Prof. CE	9793721805	Faculty Co-convener Control room
3	Mr. Munna Kr. Mahato	Warden 'B' hostel	9821568630	Coordinator Control Room
4	Mr. Sanjeev Kr. Jha	Warden 'C' hostel	9582991858	Co- Coordinator Control Room
5	Mr. Akhilesh Kumar	Warden 'AC' hostel	9582945631	-
6	Mr. Prashant Rathi, Sports officer cum Warden	Warden 'F' hostel	9582945632	-
7	Mr. Sonu Yadav	Warden 'D' hostel	9821568059	-
8	Mr. Gajendra Sharma	Caretaker 'F' hostel	9582949142	-
9	Mr. Vinod Upadhyay	Caretaker 'AC' hostel	9999969370	-
10	Mr. Shani Sharma	Caretaker 'D' hostel	9368508964	-
11	Mr. Rajeev Kr. Singh	Caretaker 'B' & 'C' hostels	9475262108	-
12	Control Room no.	Mobile no.	9821568630	-

The Faculty/Staff on anti-ragging duty will first report to the Control Room and endorse signature in the duty register. While leaving duty, they will write a brief report for their period of duty, and make an appropriate endorsement in the duty register and sign the same.

The duty register along-with the report by faculty as well as Warden, will be submitted to Dean (SW) / Chief Proctor at **10 a.m. on each working day**.

The Faculty Convener control room should discuss with the Wardens and Caretakers and depute them for duty in Control Room turn by turn. It should be ensured that at-least one person remains available in Control Room all the time (day and night both). Further, the telephone in Control room should be fully functional and attended to without delay.

The Control Room will start functioning from the date to be decided by the Competent Authority depending upon the arrival of New entrants (Freshers) in the College for the session 2024-25.

  
(Hari Gopal Garg) 19/4/24  
Dean (SW) & Chief Proctor

  
(Dr. B.C. Sharma)  
Director

Copy to:-

1. Principal Pharmacy
  2. Dean (Academics)
  3. Dean (SW) / Dean EII/ Dean (Accreditation);
  4. The HODs / Coordinators 1<sup>st</sup> year;
  5. All Wardens including boys & girls hostels;
  6. Anti Ragging Control room (by name)
  7. Mr. Rajesh Ranjan,  
Web Administrator
  8. Mr Pawan Pandey,  
Incharge, ERP
- } Please display on College website and ERP.

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Chairman  
Vice Chairman  
Group Advisor  
Group Ex. Director

} for kind information please.