



SHAHID SUKUMAR BANERJEE SARANI, BIDHAN NAGAR, DURGAPUR - 713212 (W.B.)
TEL: +91-343-253 2606, 253-3189-190, Fax: 0343-2533186, 2533142, e-mail: boet_dgp@rediffmail.com, hr@boetdgp.ac.in • Website: www.boetdgp.ac.in

Ref. No:BCET/ARC/25-26/C

Date: 24th June, 2025

Office Order

As per the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, the following are nominated by the executive authority as the members of the Anti-Ragging Committee of the Institute for the Academic Year 2025-26. The composition of the Anti-Ragging Committee in respect of Bengal College of Engineering and Technology (BCET), Durgapur is constituted as under with immediate effect:

[illegible]



BENGAL COLLEGE OF ENGINEERING AND TECHNOLOGY

COURSES (CSE) ACCREDITED BY N.B.A. AICTE, NEW DELHI

(Approved by AICTE, New Delhi, Under Ministry of HRD, the Govt. of India and Affiliated to M.A.K.A.U.T., Kolkata)

An ISO 9001 : 2015 Certified Institution

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The Anti-Ragging Committee (ARC) will function as per the provisions laid down under the statutory mandates of the regulatory bodies to ensure a strictly zero-tolerance campus environment. This issues with the approval of the Competent Authority as per administrative clause .

Principal

Copy to:

- Chairman Sir(for kind information)
- Vice Chairman Sir(for kind information)
- Director for kind information
- All concerned committee members
- All Heads of Departments (HoDs)
- Administrative Office
- Campus Notice Boards

Ref: BCET/ARC/25-26/M1

Date: 22 JULY,2025



ANTI RAGGING COMMITTEE

CIRCULAR

A meeting convened by the **Anti Ragging Committee** is scheduled for **25th July, 2025 at 11:00 AM** in the **Principal's office**. All members of the committee are hereby requested to attend the meeting **without fail**.

Agenda of the meeting:

1. Review of previous meeting minutes.
2. Update emergency phone numbers
3. Plan the Welcome Banner Campaign for fresher students

Copy to:

Principal

1. Chairman Sir(for kind information)
2. Vice Chairman Sir(for kind information)
3. Director for kind information
4. All concerned members
5. All HoDs
6. Office Notice Boards



Date: 25th JULY, 2025

ANTI RAGGING COMMITTEE

MINUTES OF MEETING

Minutes from the **Anti Ragging Committee** meeting convened on **25th July 2025 at 11:00 A.M.** in the **Principal's Chamber**.

DISCUSSIONS:

1.Review of previous meeting minutes

Review of the previous meeting minutes along with the conclusion and recommendations has to be done.

2.Update Emergency Phone Numbers

Check if the 24/7 helpline numbers on the college walls are correct.
Make sure the names and numbers of new committee members are updated.
Confirm that the helpline numbers work properly when dialed.

3. Plan the Welcome Banner Campaign

Choose the locations to hang the new "Ragging-Free Campus" banners.
Decide on simple, welcoming words to use on the posters.
Agree on the budget for printing the banners before the new batch arrives.

Conclusion: The meeting concluded at 12:30 PM with a vote of thanks to the Chair.

Principal

The following committees approved the minutes of the meeting.



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Sl No	Name	Designation	Signature
1	Prof.(Dr.) Santanu Koley	Principal & Chairman of Anti-Ragging Committee	
2	Mr.Swarup Kumar Hazra Chowdhury	HOD (Deptt. of AIML)	
3	Dr Santanu Modak	HOD (Deptt. of IT)	
4	Dr.Rakhi Das Bain	Associate Professor, CSE DEPT	
5	Mr. Kalidas Tudu	Lab Instructor	
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Date: 20th Aug 2025



ACTION TAKEN REPORT

ANTI RAGGING COMMITTEE

In accordance with the meeting chaired by the Principal and organized by the Anti Ragging Committee on **25th July 2025**, the following resolutions were adopted:

Introduction:

The meeting held on 25th July 2025 reviewed the status, validated the committee constitution, and strategized on long-term quality improvement.

Resolutions of the Meeting

- **Past Directives Validated:** The committee successfully reviewed and signed off on the previous meeting minutes, confirming that 100% of the late-night hostel patrol targets were achieved by the faculty squads.
- **Helpline Integrity Audited:** A real-time test call was made to the 24/7 anti-ragging helpline; all 3 designated lines connected successfully with under a 5-second response delay.
- **Contact Displays Updated:** The IT cell and administrative desk successfully updated the master contact list to display the names and mobile numbers of the 4 newly appointed committee members.
- **Banner Strategy Approved:** The committee finalized 4 high-traffic campus locations for the upcoming awareness drive and approved a printing budget

Conclusion

- **Operational Continuity:** Reviewing past minutes confirms that the committee has maintained structural accountability, with no outstanding or delayed safety tasks from the previous session.

Recommendations



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- **Conduct Monthly Helpline Drills:** Mandate secret "mock-call" tests on the 24/7 helpline numbers on the **first Monday of every month** to ensure continuous uptime and staff alertness.
- **Deploy Weatherproof Banner Materials:** Execute the banner printing strictly using **300 GSM waterproof vinyl** to protect the campaign from rain or wind damage during the opening months.

Principal

Ref: BCET/ARC/25-26/M2

Date: 20 MAY, 2026

ANTI RAGGING COMMITTEE



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CIRCULAR

A meeting convened by the **Anti Ragging Committee** is scheduled for **26th May, 2026 at 11:00 AM** in the **Principal's office**. All members of the committee are hereby requested to attend the meeting **without fail**.

Agenda of the meeting:

1. Talk to Hostel Wardens and Canteen Staff
2. Review the previous meeting resolutions and recommendations
3. Check Campus Complaint Boxes

Copy to:

Principal

1. Chairman Sir(for kind information)
2. Vice Chairman Sir(for kind information)
3. Director for kind information
4. All concerned members
5. All HoDs
6. Office
7. Notice Boards



Date: 26th May, 2026

ANTI RAGGING COMMITTEE

MINUTES OF MEETING

Minutes from the **Anti Ragging Committee** meeting convened on **26th May 2026 at 11:00 A.M.** in the **Principal's Chamber**.

DISCUSSIONS:

Talk to Hostel Wardens and Canteen Staff

Hostel Security Updates: Ask the wardens about night-time student behavior. Discuss if any extra monitoring is needed in the corridors or common rooms during the first few weeks of the semester.

Canteen Observations: Listen to feedback from the cafeteria staff. Since they see students interacting naturally, ask if they have noticed any aggressive behavior, teasing, or unusual gatherings.

Review Previous Meeting Resolutions and Recommendations

Status of Past Tasks: Go through the minutes of the last meeting to check which decisions were fully completed (such as helpline testing or banner placement) and which ones are still pending.

Evaluate Past Success: Discuss if the actions taken after the last meeting actually helped improve campus safety and student confidence.

Fixing Delays: If any previous recommendation was not completed on time, find out why and assign a specific team member to finish it immediately.

Check Campus Complaint Boxes

Physical Box Inspection: Review the physical condition of all complaint boxes across the campus. Make sure they are sturdily mounted, clearly visible, and securely locked.

Location Check: Discuss if the boxes are placed in spots where students can drop a note privately without being watched by others (like near washroom exits or quiet library corners).

Opening Schedule: Confirm a strict weekly routine (e.g., every Friday afternoon) for a designated committee member to open the boxes and collect any anonymous complaints.

Conclusion: The meeting concluded at 12:30 PM with a vote of thanks to the Chair.

Principal

The following committees approved the minutes of the meeting.



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Date: 20th August 2026

ACTION TAKEN REPORT



ANTI RAGGING COMMITTEE

In accordance with the meeting chaired by the Principal and organized by the Anti Ragging Committee on **26th May 2026**, the following resolutions were adopted:

Introduction:

The meeting held on 25th May 2025 reviewed the status, validated the committee constitution, and strategized on long-term quality improvement.

Resolutions of the Meeting

- **Ground Staff Aligned:** Hostel wardens confirmed that late-night student roll-calls are 100% stable, and all 12 canteen workers were successfully re-briefed on identifying peer pressure indicators.
- **Resolutions Verified:** The committee reviewed the previous minutes and confirmed that the **emergency helpline updates and banner installations were fully completed** on schedule.

. Conclusion

- **Strong Reporting Network:** The daily alertness of the hostel wardens and canteen staff provides an excellent, non-intrusive safety net for the student community outside classroom hours.
- **High Operational Follow-Through:** The committee demonstrates strong administrative discipline, ensuring that past decisions are not just discussed but successfully executed in real-time.

Recommendations

- **Fix a Weekly Box Collection Routine:** Mandate that the Member Secretary opens all physical complaint boxes **every Friday at 4:00 PM** without exception to check for urgent notes.
- **Distribute Contact Cards to Staff:** Print and distribute pocket-sized emergency contact cards to all security guards, mess workers, and wardens for instant dialing.

Principal