

## REGENT EDUCATION & RESEARCH FOUNDATION Group of Institutions

Ref. No.-RERF/2508/AR/N101

## **NOTICE**

All members of the Anti-Ragging Committee are hereby informed that a meeting has been scheduled to discuss the plan of work for the academic session 2025-26 and to clearly define the roles and responsibilities of the Anti-Ragging Squad Members.

The details of the meeting are as follows:

Date: 02.09.2025 Time: 03:30 P.M. Venue: Board Room

## Agenda of the meeting:

- 1. Welcome & Opening remarks by the Chairperson of the committee.
- 2. Review of Anti-Ragging Measures implemented in the previous session.
- 3. Formation & Roles of Anti-Ragging Squad.
  - a. Allocation of duties and responsibilities to squad members.
  - b. Preparation of a duty roster for regular monitoring.
- 4. Awareness Initiatives
  - c. Orientation for fresher's regarding anti-ragging rules.
  - d. Display of notices, helpline numbers, and grievance redressal mechanisms.
- 5. Reporting Mechanism
  - a. Setting up reporting channels for students (helpdesk, drop box, email, and helpline).
  - b. Documentation and timely submission of reports.
- 6. Coordination between Committee and Squads for effective implementation.
- 7. Any Other Matter with the Permission of the Chair.

All members are requested to attend the meeting positively and contribute their valuable inputs for effective functioning of the committee and ensuring a ragging-free environment in the institution.

Ms. Rajalakshmi Chandrasekhar

L. Rajalakohni

Convener, Anti-Ragging Committee, RERFGI

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017

Date: 30.08.2025

Tel.: 033-3221-3013