



# बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY

(विद्युत अधिनियम १९५६ की धारा ३ के तहत मानित विश्वविद्यालय | A Deemed to be University u/s 3 of UGC Act, 1956)  
मेसरा, रांची - ८३५२१५ (भारत) | MESRA, RANCHI - 835 215 (INDIA)

## Minutes of the Meeting of Equal Opportunity Cell (EOC)

Equal Opportunity Cell (EOC) was established vide Office Order Ref. No. GO/Estb/EOC/24-25/4922, dated 04<sup>th</sup> February, 2025 to ensure that no individual is subjected to any form of discrimination and to promote equality among all students, faculty and staff in the Institute..

The first meeting of the members of Equal Opportunity Cell was held on 12<sup>th</sup> February 2025 at 10:30 A.M. in the Office of Dean of Student Affairs (DoSA). The following members/invited members attended the meeting.

Dr. Bhaskar Karn (DOSA)	- Chairperson
Dr. Animesh Ghosh (Director-IQAC)	- Member
Dr. Rakesh Kumar Sinha (Professor, Bioengg and Biotech)	- Member
Dr. Biswatrish Sarkar (Asso. Professor, Pharm Sci & Tech.)	- Member
Dr. Paritosh Mahata (Asst. Professor, Mech. Engg.)	- Member
Mr. Md. Manowar Alam (Student)	- Member
Ms. Jagrati Singh (Student)	- Member
Mr. Md Nadim Quaiser (Asst. Registrar – Student Affairs)	- Member Secretary

Dr. Sunita Keshri (Chairperson, Internal Complaint Committee) could not attend the meeting due to her pre-occupation. Mr. Abhilas Mahaparta (Asst. Registrar GO) attended the meeting as Invited Member.

### AGENDA:

**TO DISCUSS THE PROCEDURES AND FUNCTIONS OF THE NEWLY ESTABLISHED COMMITTEE FOR EQUAL OPPORTUNITY CELL (EOC) WITH REGARD TO COMPLAINTS FROM SOCIO-ECONOMICALLY DISADVANTAGED GROUP (SC, ST, OBC, WOMEN, MINORITIES AND DIFFERENTLY ABLED STUDENTS, TEACHERS, AND NON-TEACHING STAFF.**

### RESOLUTION:

The chairperson explained the scope of the committee 'Equal Opportunity Cell' (EOC) and stated that meetings will be scheduled as needed.

The members deliberated and resolved as under:

1. Two students' representatives belonging to Socio-Economically Disadvantaged Group (SEDG) have been nominated as member of the Cell. They have consented to join the cell. Their details are as follows:

Ms. Jagrati Singh (Roll No. BTECH/10780/23)  
Room No. S018, Hostel 09, BIT Mesra, Ranhi-835215 (Jharkhand)  
Mobile No. 8439874051, Email ID: [btech10780.23@bitmesra.ac.in](mailto:btech10780.23@bitmesra.ac.in)

- ii) Mr. Md. Manowar Hussain  
Room No. 56, Hostel 02, BIT Mesra, Ranhi-835215 (Jharkhand)  
Mobile No. 7678454728, Email ID: [btech10121.24@bitmesra.ac.in](mailto:btech10121.24@bitmesra.ac.in)

Received

Minutes of the Meeting of Equal Opportunity Cell (EOC)

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V.C. Office BIT, Mesra

2. A Nodal Officer / Coordinator must be assigned to comply with the UGC letter / questionnaire and submit statistics on grievance redress to the statutory bodies. Hence, a notification in this regard may be issued by the Registrar Office.
3. AISHE code of the Institute needs to be obtained from DAAC Office.
4. An official email address, [eoc@bitmesra.ac.in](mailto:eoc@bitmesra.ac.in) needs to be created to make correspondence with anyone related to this cell via email.
5. A webpage on the Institute website is required to be created for lodging complaints of caste-based discrimination by the SEDG.
6. A complaint register and mode of action taken on the complaint of caste-based discrimination needs to be maintained.
7. In order to fill up google form data (requested by the UGC) regarding suicidal case, the members requested the Chairperson to have a discussion with the Registrar. However, the members decided to fill the data relevant to the EOC and will be forwarded to the Registrar Office for further necessary action. *discussed with Registrar on 20.2.25. We have to provide data for (7).*

The meeting concluded with a vote of thanks to and from the Chair.

*Animesh Ghosh*  
19.02.25  
Dr. Animesh Ghosh  
(Director-IQAC)  
Member

*Rakesh Kumar Sinha*  
19.02.2025  
Dr. Rakesh Kumar Sinha  
(Professor, BE & BT)  
Member

*Biswatrish Sarkar*  
12/2/25  
Dr. Biswatrish Sarkar  
(Asso. Professor, PST)  
Member

*Paritosh Mahata*  
12/02/25  
Dr. Paritosh Mahata  
(Asst. Professor, Mech. Engg.)  
Member

*Manowar Alam*  
12/02/25  
Mr. Md. Manowar Alam  
(Student)  
Member

*Jagrati Singh*  
12/02/25  
Ms. Jagrati Singh  
(Student)  
Member

*Abhilas Mahaparta*  
12.02.25  
Mr. Abhilas Mahaparta  
(Asst. Registrar – GO)  
Invited Member

*Nadim Quaiser*  
12/2/25  
Mr. Md. Nadim Quaiser  
(Asst. Registrar – SA)  
Member Secretary

*Bhaskar Karn*  
12.2.25  
Dr. Bhaskar Karn  
(DOSA)  
Chairperson

- VC Sir*
- ① With reference to point no. 2, *AR-(SA)* (Ex-officio) may be assigned as nodal officer for Equal Opportunity Cell (EOC) and ~~instruct~~ instruct Registrar for notification of the same.
  - ② Submitted for your kind perusal and approval.  
*Bhaskar Karn*  
20.2.25



*Approved*

*Instit*  
23.2.25



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फ़ोन/Phone: (EPBX) 0651-2275444/2275896,2276002/2276006 फ़ैक्स/Fax: 0651-2275401/2276052 वेबसाइट/website: www.bimmesra.ac.in

MEETING OF EQUAL OPPORTUNITY CELL

Attendance

Date : 12<sup>th</sup> February 2025  
Time : 10:30 A.M.  
Venue : DoSA Office

Sl.No.	Name	Designation	Signature
1	BHASKAR KARN	DO SA	
2	PARITOSH MAHATA	Asst. Prof.	
3	Rakheel Kumar Sirohi	Professor	
4	ANIMESH GHOSH	Director, IQAC	
5	BISWATRISH SARKAR	Associate Prof	
6	MD NADIM QUAISER	AR(SA)	
7	Jagwati Singh	Student	
8	Md. Mansoor Alam	Student	