



HITEC UNIVERSITY TAXILA

OFFICE OF THE REGISTRAR

NOTIFICATION

No. REG/COM/1/23/ 12506

Date: August 01, 2023

To: **All Departments**

Subject: - **RECONSTITUTION OF ANTI-DRUG AND TOBACCO COMMITTEE (ADTC)**

1. The following Anti-Drug and Tobacco Committee (ADTC) is hereby reconstituted with immediate effect: -

- | | | |
|--|---|-------------|
| a. Muhammad Talha Asghar
A/Director Student Affairs | - | Chairperson |
| b. Dr. Naveed Ahmed
Associate Professor Mathematics Department | - | Member |
| c. Dr. Samia Ijaz
Assistant Professor Computer Science Department | - | Member |
| d. President Student Character Building Society | - | Member |
| e. Representative from HITEC Institute of Medical
Sciences | - | Member |
| f. Col Abdul Aleem (Retd)
A/Head Procurement | - | Secretary |

2. **Roles and Responsibilities of ADTC:** The committee will be responsible for ensuring a drug free and smoke free environment in the University and to take measures to safeguard the interests of the students in the following ways: -

- Inquiring into, investigating and resolving any matter regarding the usage/consumption, sale and distribution illegal drugs in the University
- Inquiring into, investigating and resolving any matter regarding the violation of Anti-Tobacco Legislation at the University
- Coordinating with and connecting students to rehabilitative services including counselling, medical care and helplines when needed

- d. Raising awareness on the prevalence, problems and persistence of drug abuse and tobacco consumption
 - e. Providing advice to HEIs regarding the implementation of this policy and relevant legislation
 - f. Ensuring effective coordination with all relevant stakeholders inside and outside the HEI.
 - g. Maintaining close liaison with hostel wardens for implementation of this policy and may relocate the reasonably suspected student for drug abuse or found addicted student.
 - h. Taking any other appropriate measures including but not limited to testing of an accused from any authorized laboratory
3. **General Provisions** for work of the ADTC:
- a. for the purpose of a meeting of the accessibility committee, three members shall constitute a quorum.
 - b. in absence of the Chair, the senior most member shall act as Chair of the meeting.
 - c. the Chair and the members shall hold office for the period of three years and shall in no case be eligible for re-appointment for more than one similar term.
 - d. the Vice Chancellor shall appoint all members of the ADTC except the ex-officio members and the representative of the student body
4. The ADTC shall follow and take guidance regarding the conduct of inquiry, hearing of the complaints and penalizing the accused persons etc., from the 'Policy on Drug and Tobacco Abuse in Higher Education Institutions 2021 issued by Higher Education Commission, Pakistan. The soft copy of the policy is available on the University website.
5. This supersedes this Office notification No. REG/COM/1/22/12102 dated October 25, 2022.


Farrukh Shahzad
Registrar

Distribution:

All Departments