



NAAC A+ Accredited & UGC 12(B) Status Holder

Assam down town University

Established Vide The Assam Act. No. VIII of 2010, Gazette No. LGL.9/2010/11

Promoted by: **Assam down town**
Charity Trust

Memo No: AdtU/R/2025-26/098

Date: 18/09/2025

CIRCULAR

Regarding scheduling of Personal Safety Sessions for students

As directed by competent authority, in order to safeguard the well-being of our student and to foster a safe, responsible, and secure campus environment, it has been decided to conduct Personal Safety Sessions across all academic programmes.

These sessions are designed to:

- Create awareness on personal safety measures both on and off campus.
- Equip students with preventive strategies against potential risks, including substance abuse, harassment, cyber threats, and physical safety concerns.
- Promote a culture of responsibility, vigilance, and mutual support within the student community.

Respective Deans are requested to schedule these sessions in coordination with the Well Being Coach and ensure **100% attendance of students**. Attendance must be strictly monitored and documented.

Please note that these sessions are compulsory and to be conducted at the earliest.

Contact details of Well Being Coach-

- Ms. Neha Nongmeikapam
- Phone No: +91-60014 10252
- E-Mail: neha.nongmeikapam@adtU.in

Issued with due approval of competent authority.

(Dr. Ashim Barman)

Registrar,

Assam down town University.

Copy for favour of their information to:

1. P.A. to Vice Chancellor, AdtU
2. OSD to Pro-Vice Chancellor, AdtU
3. P.S. to Dean of Studies, AdtU
4. P.S to Managing Trustee, dtCT
5. P.S to Resident Trustee, dtCT
6. **Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)**



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7. Office of the Controller of Examinations, AdtU
8. All Officers (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/
Placement/Library/T&D/IQAC)
9. HR Office
10. **Notice Boards/Message Desk (For display)**
11. Office file (for record)



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