




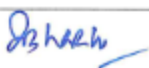

**D.Y. PATIL EDUCATION SOCIETY**  
**(DEEMED TO BE UNIVERSITY) KOLHAPUR**  
Re-accredited by NAAC with "A" Grade

STANDARD OPERATING PROCEDURE (SOP)

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# **ANTI-RAGGING COMMITTEE**



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## **D. Y. Patil Education Society (Deemed to be University), Kolhapur**

Standard Operating Procedure for

### **Anti-Ragging Committee**

Ragging is a widespread menace in higher educational institutions. The Apex Court of the country has issued instructions based on recommendations of Raghavan Committee. UGC has issued guidelines to curb the menace of ragging in educational institutions. Based on these instructions and guidelines, anti-ragging measures are in place in D. Y. Patil Education Society, Kolhapur, deemed to be University.

#### **Scope –**

1. To give clear message that no act of ragging shall be tolerated, and any act of ragging shall not go unnoticed and unpunished.
2. To absolutely prohibit and prevent ragging in any form.
3. To make University campus ragging free zone
4. To sensitize students, staff, and parents to adopt measures to prevent ragging
5. Generate awareness among students regarding any acts and punishment pertaining to ragging activities.
6. To devise mechanism for receiving, processing and redressing ragging complaint.

#### **Functions –**

The committee will meet at least twice in a year and as and when required. To create awareness about anti-ragging policy and measures, legal consequences of ragging and misconduct during orientation programme of freshers. To display anti-ragging awareness posters and details of anti-ragging committee members along with contact numbers at prominent places in the campus and hostels. To obtain an undertaking in the prescribed format from the candidate concerned on anti-ragging at the time of admission. To form Anti-ragging squads for surprise visits. To redress ragging cases. To keep records of minutes and redressal documents.

#### **Definition of Ragging –**

Any act, conduct or practice by which dominant power of senior students, former students or outsiders, is brought to bear on students freshly enrolled or students who are in any way

considered junior by other students and includes individual or collective acts or practices which :

- i. Involve physical or psychological assault or threat or use of force or wrongful confinement or restraint; or
- ii. Violate the status, dignity and honor of such students; or
- iii. Expose students to ridicule and contempt and affect their self-esteem; or
- iv. Entail verbal abuse and aggression, indecent gesture and obscene behavior.

### **What constitutes Ragging?**

Ragging” includes the following:

Any conduct whether by words spoken or written or by an act which has the effect of harassing, teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student. The conduct includes but is not restricted to any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher; exploiting the services of a fresher, or any other students for completing the academic tasks assigned to an individual or a group of students; any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students; any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person; any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, "vicarious or sadistic thrill from activity or passively participating in the discomfiture to fresher or any other students; any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

### **According to UGC norms,**

Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

### **Protocol to report incidence of ragging:**

A student who experiences an episode of ragging shall lodge a complaint in writing / message/ e- mail with the Anti-ragging committee/Chairman/ member/ members of anti-ragging squad. He/ she may lodge a complaint to any teacher / mentor also, which will then be forwarded to the committee. The authenticity of the case will be examined by the committee. After a formal enquiry, the report will be forwarded to the Head of the Institution. The inquiry process shall be completed within seven working days.

The Anti-Ragging Committee shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging. Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following: -

- i. Cancellation of admission
- ii. Suspension from attending classes
- iii. Withholding/withdrawing scholarship/fellowship and other benefits
- iv. Debarring from appearing in any test/examination or other evaluation process
- v. Withholding results
- vi. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- vii. Suspension/expulsion from the hostel
- viii. Rustication from the institution for specified period
- ix. Expulsion from the institution
- x. Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.

Redressal may also be done by verbal warning, verbal apology, promise of good behavior etc.

In case the complaint is not proved, the Committee shall recommend that no action is required to be taken in the matter. If the committee arrives at the conclusion that the allegation by the complainant is malicious or false, and has produced any misleading document, the Committee may recommend punitive action against such complainant.

Redressal - The Committee will submit a report along with recommended disciplinary actions to the Registrar. The Registrar upon receipt of the enquiry report shall implement the disciplinary action based on the recommendations of the Committee within 15 working days.

An appeal against the order of punishment, Vice-Chancellor will be the appellate authority.

ANNEXURE I, Part I

UNDERTAKING BY THE CANDIDATE/STUDENT

1. I, \_\_\_\_\_

S/o. D/o. of Mr./Mrs./Ms. \_\_\_\_\_,

have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/State Government in this regard.

2. I have received a copy of the MCI Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.

3. I hereby undertake that-

- I will not indulge in any behavior or act that may come under the definition of ragging,
- I will not participate in or abet or propagate ragging in any form,
- I will not hurt anyone physically or psychologically or cause any other harm.

4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the MCI Regulations mentioned above and/or as per the law in force.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year

Signature

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name:

(1) Witness:

(2) Witness:

**UNDERTAKING BY PARENT/GUARDIAN**

1. I, \_\_\_\_\_

F/o. M/o. G/o \_\_\_\_\_,

have carefully read and fully understood the law prohibiting ragging and the directions of the Hon'ble Supreme Court and the Central/State Government in this regard as well as the MCI Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.

2. I assure you that my son/ daughter/ ward will not indulge in any act of ragging.

3. I hereby agree that if he/she is found guilty of any aspect of ragging, he/she may be punished as per the provisions of the MCI Regulations mentioned above and/or as per the law in force.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ Year

Signature

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name:

(1) Witness:

(2) Witness: