



College Code: 1706

RBVRR WOMEN'S COLLEGE OF PHARMACY

3-4-343, Barkathpura, Hyderabad - 500 027 (T.S), India

Office: +91 40-27563065, Mobile: +91 9848930555

(Approved by PCI & Affiliated to Osmania University)

Recognized under Section 2(f) of the UGC Act 1956

EAMCET Code: RBVW PGCET Code: RBVW1

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Implementation of guidelines of statutory/regulatory bodies

Date: 18-08-2022

Anti SC/ST Harassment Committee 2022-23

Constitution of Anti SC/ST Harassment Committee for RBVRR Women's College of Pharmacy

Members of the Committee:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of pharmaceutics
3.	P. Archana	Senior Assistant Professor, Dept.of pharmaceutical chemistry
4	M.Kavitha	Assistant Professor, Dept.of pharmacology
5.	Ankam Thriveni	Student , B.Pharmacy II YEAR
6	G.Shilpa	Student ,pharm.D II YEAR
7	Mrs.M. Sunitha	Lab Attender
8	Mrs.D.Hemalatha	Lab Attender

Preamble:

The Anti SC/ST Harassment Committee has been constituted to address grievances related to Scheduled Castes and Scheduled Tribes students at RBVRR Women's College of Pharmacy. The committee will ensure that the rights and interests of the SC/ST students are protected and any grievances they face are addressed promptly and effectively.

Objectives:

The objectives of the Anti SC/ST Harassment Committee are as follows:

1. To provide a platform for SC/ST students to voice their grievances related to academic and non-academic matters.
2. To take prompt action on complaints of discrimination, harassment, and any other grievances faced by SC/ST students.
3. To ensure that the rights and interests of SC/ST students are protected.
4. To ensure that SC/ST students have equal opportunities to access education and other resources in the college.

Composition of the Committee:

The Anti SC/ST Harassment Committee will include the following members:

- A designated officer who will act as the Chairperson of the committee.
- One SC/ST faculty member nominated by the Principal.
- One SC/ST non-teaching staff member nominated by the Principal

M. S. Kanth

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

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- Two SC/ST students from each course/department, elected by the SC/ST students of that course/department.

Functions and Responsibilities of the Committee:

The Anti SC/ST Harassment Committee will have the following functions and responsibilities:

1. To receive and address grievances related to SC/ST students.
2. To ensure that grievances are addressed promptly and effectively.
3. To conduct inquiries, investigations, and hearings as necessary to address grievances.
4. To recommend appropriate action to the Principal for the redressal of grievances.
5. To monitor the implementation of the recommendations made by the committee.
6. To provide periodic reports to the Principal on the functioning of the committee.

Term of Office:

The term of office for the Anti SC/ST Harassment Committee will be for one academic year. The members of the committee may be reappointed for subsequent terms.

Meetings:

The Anti SC/ST Harassment Committee will meet at least once every month during the academic year. Additional meetings may be held as necessary to address urgent grievances.

Quorum:

The quorum for the meetings of the Anti SC/ST Harassment Committee will be three members, including the Chairperson or their nominee.

Confidentiality:

The Anti SC/ST Harassment Committee will maintain strict confidentiality in all matters related to grievances received and investigations conducted.

Review of the Constitution:

This constitution of the Anti SC/ST Harassment Committee will be reviewed annually to ensure its relevance and effectiveness.

Amendment of the Constitution:

This constitution may be amended by a two-thirds majority vote of the members of the SC/ST Grievance Committee. The amended constitution will be submitted to the Principal for approval.

Signed by:

Principal

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Minutes of the meeting of the Anti SC/ST Harassment Committee

Date: 18-08-2022

Venue: Committee Room, RBVRR Women's College of Pharmacy

Present:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of Pharmaceutics
3.	P. Archana	Senior Assistant Professor, Dept.of Pharmaceutical Chemistry
4	M.Kavitha	Assistant Professor, Dept. of pharmacology
5.	Ankam Thriveni	Student, B.Pharmacy II YEAR
6	G.Shilpa	Student , pharm.D II YEAR
7	Mrs.M. Sunitha	Lab Attender
8	Mrs.D.Hemalatha	Lab Attender

Agenda:

1. Discussion of any grievances received
2. Any other business

Minutes:

Discussion of any grievances received:

The Chairperson informed the committee that no grievance related to SC/ST students had been received since the last meeting. The committee was pleased to note that no instance of harassment or discrimination had taken place.

Any other business:

The committee discussed the need to create awareness among students and staff about the rights of SC/ST students and the need to prevent discrimination and harassment. It was decided that a sensitization program would be conducted for all students and staff.

The meeting concluded with a vote of thanks to the Chairperson.

Signed by:

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Date: 6th Sep 2022

Anti Ragging Committee 2022-23

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the All India Council for Technical Education (AICTE), Pharmacy Council of India, and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr. Sudha Parimala	Asso. Professor Dept of Pharmacognosy
3.	Dr. G.Uma Rani	Asso Prof, Dept of Pharmaceutics
4.	Hari Anushree	Asst Prof, Dept of Pharmaceutics
5	A. Akshita	Student Member, B.Pharm
6	G.Sathvika	Student Member, B.Pharm
7	P.Krishnnsri	Student Member, B.Pharm

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the All India Council for Technical Education (AICTE), Pharmacy Council of India (PCI), and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.
- To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

M. Sumakanth

PRINCIPAL

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Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Collect evidence and examine any document related to the complaint of ragging.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) Report the matter to the police if necessary and provide all necessary assistance in the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

Signed:

Principal

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Minutes of Meeting of Anti-Ragging Committee

Date: 14th Sep 2022

Venue: Committee room, RBVRR Women's college of Pharmacy

Members Present:

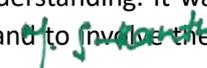
S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala	Asso. Professor Dept of Pharmacognosy
3.	Dr. G.Uma Rani	Asso Prof, Dept of Pharmaceutics
4.	Hari Anushree	Asst Prof, Dept of Pharmaceutics
5	A.Akshita	Student Member, B.Pharm
6	G.Sathvika	Student Member, B.Pharm
7	P.Krishnnsri	Student Member, B.Pharm

Agenda:

1. To discuss the measures taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the AICTE, PCI, and Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.


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6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.

7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. Stricter implementation of the anti-ragging policy of the college to ensure strict compliance with the UGC Regulations.
2. Organize more awareness programs and workshops for the students.
3. Maintain a separate register for complaints received and actions taken on them.
4. Conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

This is a true and correct record of the proceedings of the meeting of the Anti-Ragging Committee of RBVRR Women's College of Pharmacy held today.

Authorized Signatory

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Date: 19th Sep 2022

Anti Sexual Harassment Committee 2022-23

The Anti Sexual Harassment Committee (ASHC) is constituted by RBVRR Women's College of Pharmacy (RBVRRWCP) for the academic year 2022-23 as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the guidelines issued by the University Grants Commission (UGC) and other statutory bodies.

Objective:

The objective of the ASHC is to provide a safe and harassment-free environment for all students, staff, and faculty members of RBVRR Women's College of Pharmacy (RBVRRWCP), and to address any complaints of sexual harassment fairly and transparently.

Composition:

The Committee shall consist of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Presiding Officer
2	Dr.K.Bhavya Sri	Asso Prof Dept of Analysis
3.	Mrs D.Soujanya	Asst Prof, Dept of analysis
4.	Zeenath Banu	Asst Prof, Dept of Pharmacology
5	D.Krishnateja	Student Member, B.Pharm
6	B.Varshita	Student member B.Pharm
7	Srilatha	Student Member M.Pharm

The Presiding Officer of the ASHC shall be a woman, and all members shall have a good understanding of the issues related to sexual harassment and shall be committed to the cause of women's rights. The members shall be appointed for a term of one academic year and may be re-appointed for subsequent terms.

Functions:

The Committee shall have the following functions:

1. To receive complaints of sexual harassment from any student, staff, or faculty member of RBVRR Women's College of Pharmacy (RBVRRWCP)
2. To conduct a preliminary inquiry into the complaint to determine the prima facie case.
3. To provide an opportunity for the respondent to respond to the allegations.
4. To conduct a detailed inquiry if the preliminary inquiry reveals a prima facie case.
5. To make a decision based on the evidence and principles of natural justice.
6. To recommend appropriate remedial action if sexual harassment is found to have occurred.


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7. To maintain records of the complaints received and processed by the committee, and to report to the statutory authorities as required by law.

Complaint Mechanism:

The Committee shall establish the following mechanism for receiving and processing complaints of sexual harassment:

1. A dedicated email address: rbvrrwcp@rediffmail.com
2. A helpline number: 040-27563065
3. A physical drop-box located on every floor
4. *Online form on the website* [Online Grievance Form \(google.com\)](#)

The mechanism shall ensure the confidentiality of the complainant's identity and the information provided.

Training:

The members of the committee shall receive adequate training on the legal provisions related to sexual harassment, the procedures for handling complaints, and the principles of natural justice.

Communication:

The Committee shall notify the formation of the committee through a public notice or circular, specifying the names and contact details of the members, the terms of reference of the committee, and the procedures for filing complaints. It shall also communicate its decision to the complainant and the respondent in writing, along with the reasons for the decision.

Effective Date:

This constitution shall come into effect from today.

Signed:

PRINCIPAL
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Minutes of Meeting of Anti Sexual Harassment Committee 2022-23

Date: 27th Sep 2022

Venue: Committee room, RBVRR Women's College of Pharmacy

Present:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Presiding Officer
2	Dr.K.Bhavya Sri	Asso Prof Dept of Analysis
3.	Mrs D.Soujanya	Asst Prof, Dept of analysis
4.	Zeenath Banu	Asst Prof, Dept of Pharmacology
5	D.Krishnateja	Student Member, B.Pharm
6	B.Varshita	Student member B.Pharm
7	Srilatha	Student Member M.Pharm

Agenda:

1. To discuss the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college.
2. To review the sexual harassment policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti Sexual Harassment Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has implemented the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college and has constituted the Anti Sexual Harassment Committee as per the Act.
3. The Committee reviewed the sexual harassment policy of the college and discussed stricter compliance with the Act and to make it more comprehensive.
4. The Chairperson informed the Committee that there were no complaints of sexual harassment received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students, faculty, and staff about sexual harassment and the redressal mechanism available in the college. It was decided to organize more awareness programs and workshops for the students, faculty, and staff.
6. The Committee also discussed the importance of maintaining confidentiality in dealing with complaints of sexual harassment and ensuring a fair and impartial investigation.

M. Sumakanth

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7. The Committee also decided to conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. More effective sexual harassment policy of the college to ensure strict compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

2. Organize more awareness programs and workshops for the students, faculty and staff.

3. Maintain confidentiality in dealing with complaints of sexual harassment and ensure a fair and impartial investigation.

4. Conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

This is a true and correct record of the proceedings of the meeting of the Anti Sexual Harassment Committee of RBVRR Women's College of Pharmacy.

Authorized Signatory

PRINCIPAL

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Implementation of guidelines of statutory/regulatory bodies

Date: 18-09-2021

Anti SC/ST Harassment Committee 2021-22

Constitution of Anti SC/ST Harassment Committee for RBVRR Women's College of Pharmacy

Members of the Committee:

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2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of Pharmaceutics
3.	P. Archana	Senior Assistant Professor, Dept.of Pharmaceutical Chemistry
4	M.Kavitha	Assistant Professor, Dept. of pharmacology
5.	Perumalla. Deepika	Student , B.Pharmacy II YEAR
6	M.Akhila	Student , pharm.D II YEAR
7	Mrs.M. Sunitha	Lab Attender
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Preamble:

The Anti SC/ST Harassment Committee has been constituted to address grievances related to Scheduled Castes and Scheduled Tribes students at RBVRR Women's College of Pharmacy. The committee will ensure that the rights and interests of the SC/ST students are protected and any grievances they face are addressed promptly and effectively.

Objectives:

The objectives of the Anti SC/ST Harassment Committee are as follows:

1. To provide a platform for SC/ST students to voice their grievances related to academic and non-academic matters.
2. To take prompt action on complaints of discrimination, harassment, and any other grievances faced by SC/ST students.
3. To ensure that the rights and interests of SC/ST students are protected.
4. To ensure that SC/ST students have equal opportunities to access education and other resources in the college.

Composition of the Committee:

The Anti SC/ST Harassment Committee will include the following members:

- A designated officer who will act as the Chairperson of the committee.
- One SC/ST faculty member nominated by the Principal.
- One SC/ST non-teaching staff member nominated by the Principal.
- Two SC/ST students from each course/department, elected by the SC/ST students of that course/department.


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2. To ensure that grievances are addressed promptly and effectively.
3. To conduct inquiries, investigations, and hearings as necessary to address grievances.
4. To recommend appropriate action to the Principal for the redressal of grievances.
5. To monitor the implementation of the recommendations made by the committee.
6. To provide periodic reports to the Principal on the functioning of the committee.

Term of Office:

The term of office for the Anti SC/ST Harassment Committee will be for one academic year. The members of the committee may be reappointed for subsequent terms.

Meetings:

The Anti SC/ST Harassment Committee will meet at least once every month during the academic year. Additional meetings may be held as necessary to address urgent grievances.

Quorum:

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Confidentiality:

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Review of the Constitution:

This constitution of the Anti SC/ST Harassment Committee will be reviewed annually to ensure its relevance and effectiveness.

Amendment of the Constitution:

This constitution may be amended by a two-thirds majority vote of the members of the SC/ST Grievance Committee. The amended constitution will be submitted to the Principal for approval.

Signed by:

Principal

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Office: +91 40-27563065, Mobile: +91 9848930555

(Approved by PCI & Affiliated to Osmania University)

Recognized under Section 2(f) of the UGC Act 1956

EAMCET Code: RBVW PGCET Code: RBVW1

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Minutes of the meeting of the Anti SC/ST Harassment Committee

Date: 18-09-2021

Venue: Committee room, RBVRR Women's College of Pharmacy

Present:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of pharmaceutics
3.	P. Archana	Assistant Professor, Dept.of pharmaceutical chemistry
4	M.Kavitha	Assistant Professor, Dept.of pharmacology
5.	Perumalla. Deepika	Student , B.Pharmacy II YEAR
6	M.Akhila	Student ,pharm.D II YEAR
7	Mrs.M. Sunitha	Lab Attender
8	Mrs.D.Hemalatha	Lab Attender

Agenda:

1. Discussion of any grievances received
2. Any other business

Minutes:

Discussion of any grievances received:

The Chairperson informed the committee that no grievance related to SC/ST students had been received since the last meeting. The committee was pleased to note that no instance of harassment or discrimination had taken place.

Any other business:

The committee discussed the need to create awareness among students and staff about the rights of SC/ST students and the need to prevent discrimination and harassment. It was decided that a sensitization program would be conducted for all students and staff.

The meeting concluded with a vote of thanks to the Chairperson.

Signed by:

PRINCIPAL
RBVRR Women's College of Pharmacy
(CC No: 1706)
Barkatpura, Hyderabad-500 027 (TS)



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Date: 18th Aug 2021

Anti Ragging Committee 2021-22

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the All India Council for Technical Education (AICTE), Pharmacy Council of India, and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Asso.Prof Dept of Pharmacognasy
3.	Dr. M. Vijaya Bhargavi	Associate Prof Dept of Chemistry
4.	Mrs V.Padmaja	Asst Prof Dept of Chemistry
5.	R. Aarathi	Student Members, B.Pharm
6.	G.Srija	Student Members, B.Pharm
7.	B.Nandini	Student Members, Pharm D

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the All India Council for Technical Education (AICTE), Pharmacy Council of India (PCI), and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.


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vii) To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Collect evidence and examine any document related to the complaint of ragging.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) Report the matter to the police if necessary and provide all necessary assistance in the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

Signed:

Principal

PRINCIPAL

RBVRR Women's College of Pharmacy

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Minutes of Meeting of Anti-Ragging Committee

Date: 25th Aug 2021

Venue: Committee Room, RBVRR Women's College of Pharmacy

Members Present:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Asso.Prof Dept of Pharmacognasy
3.	Dr. M. Vijaya Bhargavi	Associate Prof Dept of Chemistry
4.	Mrs V.Padmaja	Asst Prof Dept of Chemistry
5.	R. Aarathi	Student Members, B.Pharm
6.	G.Srija	Student Members, B.Pharm
7.	B.Nandini	Student Members, Pharm D

Agenda:

1. To discuss the measures taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the AICTE, PCI, and Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.

M. Sumakanth

PRINCIPAL

RBVRR Women's College of Pharmacy

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6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.

7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. Stricter implementation of the anti-ragging policy of the college to ensure strict compliance with the UGC Regulations.
2. Organize more awareness programs and workshops for the students.
3. Maintain a separate register for complaints received and actions taken on them.
4. Conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

This is a true and correct record of the proceedings of the meeting of the Anti-Ragging Committee of RBVRR Women's College of Pharmacy held today.

Authorized Signatory

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

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Date: 2nd Dec 2021

Anti Sexual Harassment Committee 2021-22

The Anti Sexual Harassment Committee (ASHC) is constituted by RBVRR Women's College of Pharmacy (RBVRRWCP) for the academic year 2021-22 as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the guidelines issued by the University Grants Commission (UGC) and other statutory bodies.

Objective:

The objective of the ASHC is to provide a safe and harassment-free environment for all students, staff, and faculty members of RBVRR Women's College of Pharmacy (RBVRRWCP), and to address any complaints of sexual harassment fairly and transparently.

Composition:

The Committee shall consist of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.J Archana	Asso.Prof Dept of Pharmacology
3.	Dr. G.Umarani	Associate Prof Dept of Pharmaceutics
4	Mrs.M.Kavitha	Asst Prof Dept of Pharmacology
5	V.Tejaswini	Student Members, Pharm D
6	V. Anusha	Student Members, M.Pharm
7	J. Pravalika	Student Members, B.Pharm

The Presiding Officer of the ASHC shall be a woman, and all members shall have a good understanding of the issues related to sexual harassment and shall be committed to the cause of women's rights. The members shall be appointed for a term of one academic year and may be re-appointed for subsequent terms.

Functions:

The Committee shall have the following functions:

1. To receive complaints of sexual harassment from any student, staff, or faculty member of RBVRR Women's College of Pharmacy (RBVRRWCP)
2. To conduct a preliminary inquiry into the complaint to determine the prima facie case.
3. To provide an opportunity for the respondent to respond to the allegations.
4. To conduct a detailed inquiry if the preliminary inquiry reveals a prima facie case.
5. To make a decision based on the evidence and principles of natural justice.

M. S. Kanth
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6. To recommend appropriate remedial action if sexual harassment is found to have occurred.
7. To maintain records of the complaints received and processed by the committee, and to report to the statutory authorities as required by law.

Complaint Mechanism:

The Committee shall establish the following mechanism for receiving and processing complaints of sexual harassment:

1. A dedicated email address: rbvrrwcp@rediffmail.com
2. A helpline number: 040-27563065
3. A physical drop-box located at every floor
4. Online form on the website [Online Grievance Form \(google.com\)](https://www.google.com)

The mechanism shall ensure the confidentiality of the complainant's identity and the information provided.

Training:

The members of the committee shall receive adequate training on the legal provisions related to sexual harassment, the procedures for handling complaints, and the principles of natural justice.

Communication:

The Committee shall notify the formation of the committee through a public notice or circular, specifying the names and contact details of the members, the terms of reference of the committee, and the procedures for filing complaints. It shall also communicate its decision to the complainant and the respondent in writing, along with the reasons for the decision.

Effective Date:

This constitution shall come into effect from today.

Signed:

PRINCIPAL
RBVRR Women's College of Pharmacy
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Minutes of Meeting of Anti Sexual Harassment Committee 2021-22

Date: 9th Dec 2021

Venue: Committee Room, RBVRR Women's College of Pharmacy

Present:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.J Archana	Asso.Prof Dept of Pharmacology
3.	Dr. G.Umarani	Associate Prof Dept of Pharmaceutics
4	Mrs.M.Kavitha	Asst Prof Dept of Pharmacology
5	V.Tejaswini	Student Members, Pharm D
6	V. Anusha	Student Members, M.Pharm
7	J. Pravallika	Student Members, B.Pharm

Agenda:

1. To discuss the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college.
2. To review the sexual harassment policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti Sexual Harassment Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has implemented the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college and has constituted the Anti Sexual Harassment Committee as per the Act.
3. The Committee reviewed the sexual harassment policy of the college and discussed stricter compliance with the Act and to make it more comprehensive.
4. The Chairperson informed the Committee that there were no complaints of sexual harassment received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students, faculty, and staff about sexual harassment and the redressal mechanism available in the college. It was decided to organize more awareness programs and workshops for the students, faculty, and staff.
6. The Committee also discussed the importance of maintaining confidentiality in dealing with complaints of sexual harassment and ensuring a fair and impartial investigation.

PRINCIPAL

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7. The Committee also decided to conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. More effective sexual harassment policy of the college to ensure strict compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
2. Organize more awareness programs and workshops for the students, faculty and staff.
3. Maintain confidentiality in dealing with complaints of sexual harassment and ensure a fair and impartial investigation.
4. Conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

This is a true and correct record of the proceedings of the meeting of the Anti Sexual Harassment Committee of RBVRR Women's College of Pharmacy.

Authorized Signatory

PRINCIPAL

RBVRR Women's College of Pharmacy

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Implementation of guidelines of statutory/regulatory bodies

Date: 13-08-2020

Anti SC/ST Harassment Committee 2020-21

Constitution of Anti SC/ST Harassment Committee for RBVRR Women's College of Pharmacy

Members of the Committee:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of Pharmaceutics
3.	P. Archana	Assistant Professor, Dept.of Pharmaceutical Chemistry
4	M.Kavitha	Assistant Professor, Dept.of Pharmacology
5.	B.Vinod mounika	Student , B.Pharmacy II YEAR
6	M.Pravalika	Student , M.Pharmacy II YEAR
7	Mrs.M. Sunitha	Lab Attender
8	Mrs.D.Hemalatha	Lab Attender

Preamble:

The Anti SC/ST Harassment Committee has been constituted to address grievances related to Scheduled Castes and Scheduled Tribes students at RBVRR Women's College of Pharmacy. The committee will ensure that the rights and interests of the SC/ST students are protected and any grievances they face are addressed promptly and effectively.

Objectives:

The objectives of the Anti SC/ST Harassment Committee are as follows:

1. To provide a platform for SC/ST students to voice their grievances related to academic and non-academic matters.
2. To take prompt action on complaints of discrimination, harassment, and any other grievances faced by SC/ST students.
3. To ensure that the rights and interests of SC/ST students are protected.
4. To ensure that SC/ST students have equal opportunities to access education and other resources in the college.

Composition of the Committee:

The Anti SC/ST Harassment Committee will include the following members:

- A designated officer who will act as the Chairperson of the committee.
- One SC/ST faculty member nominated by the Principal.
- One SC/ST non-teaching staff member nominated by the Principal.
- Two SC/ST students from each course/department, elected by the SC/ST students of that course/department.

M. S. Kanth

PRINCIPAL
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Functions and Responsibilities of the Committee:

The Anti SC/ST Harassment Committee will have the following functions and responsibilities:

1. To receive and address grievances related to SC/ST students.
2. To ensure that grievances are addressed promptly and effectively.
3. To conduct inquiries, investigations, and hearings as necessary to address grievances.
4. To recommend appropriate action to the Principal for the redressal of grievances.
5. To monitor the implementation of the recommendations made by the committee.
6. To provide periodic reports to the Principal on the functioning of the committee.

Term of Office:

The term of office for the Anti SC/ST Harassment Committee will be for one academic year. The members of the committee may be reappointed for subsequent terms.

Meetings:

The Anti SC/ST Harassment Committee will meet at least once every month during the academic year. Additional meetings may be held as necessary to address urgent grievances.

Quorum:

The quorum for the meetings of the Anti SC/ST Harassment Committee will be three members, including the Chairperson or their nominee.

Confidentiality:

The Anti SC/ST Harassment Committee will maintain strict confidentiality in all matters related to grievances received and investigations conducted.

Review of the Constitution:

This constitution of the Anti SC/ST Harassment Committee will be reviewed annually to ensure its relevance and effectiveness.

Amendment of the Constitution:

This constitution may be amended by a two-thirds majority vote of the members of the SC/ST Grievance Committee. The amended constitution will be submitted to the Principal for approval.

Signed by:

Principal

PRINCIPAL

RBVRR Women's College of Pharmacy

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Minutes of the meeting of the Anti-SC/ST Harassment Committee

Date: 13-08-2020

Venue: ONLINE ZOOM MEETING DUE TO COVID-19

Present:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of Pharmaceutics
3.	P. Archana	Assistant Professor, Dept.of Pharmaceutical Chemistry
4	M.Kavitha	Assistant Professor, Dept.of Pharmacology
5.	B.Vinod mounika	Student , B.Pharmacy II YEAR
6	M.Pravalika	Student , M.Pharmacy II YEAR
7	Mrs.M. Sunitha	Lab Attender
8	Mrs.D.Hemalatha	Lab Attender

Agenda:

1. Discussion of any grievances received
2. Any other business

Minutes:

Discussion of any grievances received:

The Chairperson informed the committee that no grievance related to SC/ST students had been received since the last meeting. The committee was pleased to note that no instance of harassment or discrimination had taken place.

Any other business:

The committee discussed the need to create awareness among students and staff about the rights of SC/ST students and the need to prevent discrimination and harassment. It was decided that a sensitization program would be conducted for all students and staff.

The meeting concluded with a vote of thanks to the Chairperson.

Signed by:

PRINCIPAL
RBVRR Women's College of Pharmacy
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Date: 9th Nov 2020

Anti Ragging Committee 2020-21

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the All India Council for Technical Education (AICTE), Pharmacy Council of India, and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Asso.Prof Dept of Pharmacognosy
3.	Dr. M. Vijaya Bhargavi	Associate Prof Dept of Chemistry
4	Mrs V.Padmaja	Asst Prof Dept of Chemistry
5	C. Renusri	Student Members
6	K. Usha Manasa	Student Members
7	N. Ruchitha	Student Members

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the All India Council for Technical Education (AICTE), Pharmacy Council of India (PCI), and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.
- To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

M. S. Kanth

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Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Collect evidence and examine any document related to the complaint of ragging.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) Report the matter to the police if necessary and provide all necessary assistance in the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

Signed:

Principal

PRINCIPAL
RBVRR Women's College of Pharmacy
(CC No: 1706)
Barkatpura, Hyderabad-500 027 (TS)



College Code: 1706

RBVRR WOMEN'S COLLEGE OF PHARMACY

3-4-343, Barkathpura, Hyderabad - 500 027 (T.S), India

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Minutes of Meeting of Anti-Ragging Committee

Date: 16th Nov 2020

Venue: Online Zoom Meeting

Members Present:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Asso.Prof Dept of Pharmacognosy
3.	Dr. M. Vijaya Bhargavi	Associate Prof Dept of Chemistry
4	Mrs V.Padmaja	Asst Prof Dept of Chemistry
5	C. Renusri	Student Members
6	K. Usha Manasa	Student Members
7	N.Ruchitha	Student Member

Agenda:

1. To discuss the measures taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the AICTE, PCI, and Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.

M. Sumakanth

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

Barkathpura, Hyderabad-500 027 (TS)



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6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.

7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. Stricter implementation of the anti-ragging policy of the college to ensure strict compliance with the UGC Regulations.
2. Organize more awareness programs and workshops for the students.
3. Maintain a separate register for complaints received and actions taken on them.
4. Conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

This is a true and correct record of the proceedings of the meeting of the Anti-Ragging Committee of RBVRR Women's College of Pharmacy held today.

Authorized Signatory

PRINCIPAL
RBVRR Women's College of Pharmacy
(CC No: 1706)
Barkatpura, Hyderabad-500 027 (TS)



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Date: 20th Dec2020

Anti Sexual Harassment Committee 2020-21

The Anti Sexual Harassment Committee (ASHC) is constituted by RBVRR Women's College of Pharmacy (RBVRRWCP) for the academic year 2020-21 as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the guidelines issued by the University Grants Commission (UGC) and other statutory bodies.

Objective:

The objective of the ASHC is to provide a safe and harassment-free environment for all students, staff, and faculty members of RBVRR Women's College of Pharmacy (RBVRRWCP), and to address any complaints of sexual harassment fairly and transparently.

Composition:

The Committee shall consist of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.J Archana	Asso.Prof Dept of Pharmacology
3.	Dr. G.Umarani	Associate Prof Dept of Pharmaceutics
4	Mrs.M.Kavitha	Asst Prof Dept of Pharmacology
5	M. Harshitha Singh	Student Members
6	N.Sireesha	Student Members
7	P.Namitha	Student Members

The Presiding Officer of the ASHC shall be a woman, and all members shall have a good understanding of the issues related to sexual harassment and shall be committed to the cause of women's rights. The members shall be appointed for a term of one academic year and may be re-appointed for subsequent terms.

Functions:

The Committee shall have the following functions:

1. To receive complaints of sexual harassment from any student, staff, or faculty member of RBVRR Women's College of Pharmacy (RBVRRWCP)
2. To conduct a preliminary inquiry into the complaint to determine the prima facie case.
3. To provide an opportunity for the respondent to respond to the allegations.
4. To conduct a detailed inquiry if the preliminary inquiry reveals a prima facie case.
5. To make a decision based on the evidence and principles of natural justice.
6. To recommend appropriate remedial action if sexual harassment is found to have occurred.

M. Sumakanth

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

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7. To maintain records of the complaints received and processed by the committee, and to report to the statutory authorities as required by law.

Complaint Mechanism:

The Committee shall establish the following mechanism for receiving and processing complaints of sexual harassment:

1. A dedicated email address: rbvrrwcp@rediffmail.com
2. A helpline number: 040-27563065
3. A physical drop-box located at every floor
4. Online form on the website [Online Grievance Form \(google.com\)](#)

The mechanism shall ensure the confidentiality of the complainant's identity and the information provided.

Training:

The members of the committee shall receive adequate training on the legal provisions related to sexual harassment, the procedures for handling complaints, and the principles of natural justice.

Communication:

The Committee shall notify the formation of the committee through a public notice or circular, specifying the names and contact details of the members, the terms of reference of the committee, and the procedures for filing complaints. It shall also communicate its decision to the complainant and the respondent in writing, along with the reasons for the decision.

Effective Date:

This constitution shall come into effect from today.

Signed:

PRINCIPAL
RBVRR Women's College of Pharmacy
(CC No: 1706)
Barkatpura, Hyderabad-500 027 (TS)



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Minutes of Meeting of Anti Sexual Harassment Committee 2020-21

Date: 2nd Dec 2020

Venue: Online Zoom meeting

Present:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal and Chairperson
2	Dr.J Archana	Asso.Prof Dept of Pharmacology
3.	Dr. G.Umarani	Associate Prof Dept of Pharmaceutics
4	Mrs.M.Kavitha	Asst Prof Dept of Pharmacology
5	M. Harshitha Singh	Student Members
6	N.Sireesha	Student Members
7	P.Namitha	Student Members

Agenda:

1. To discuss the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college.
2. To review the sexual harassment policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti Sexual Harassment Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has implemented the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college and has constituted the Anti Sexual Harassment Committee as per the Act.
3. The Committee reviewed the sexual harassment policy of the college and discussed stricter compliance with the Act and to make it more comprehensive.
4. The Chairperson informed the Committee that there were no complaints of sexual harassment received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students, faculty, and staff about sexual harassment and the redressal mechanism available in the college. It was decided to organize more awareness programs and workshops for the students, faculty, and staff.
6. The Committee also discussed the importance of maintaining confidentiality in dealing with complaints of sexual harassment and ensuring a fair and impartial investigation.

M. S. Kantu

PRINCIPAL

RBVRR Women's College of Pharmacy

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7. The Committee also decided to conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. More effective sexual harassment policy of the college to ensure strict compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
2. Organize more awareness programs and workshops for the students, faculty and staff.
3. Maintain confidentiality in dealing with complaints of sexual harassment and ensure a fair and impartial investigation.
4. Conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

This is a true and correct record of the proceedings of the meeting of the Anti Sexual Harassment Committee of RBVRR Women's College of Pharmacy.

Authorized Signatory

PRINCIPAL
RBVRR Women's College of Pharmacy
(CC No: 1706)
Barkatpura, Hyderabad-500 027 (TS)



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Implementation of guidelines of statutory/regulatory bodies

Date: 20-09-2019

Anti SC/ST Harassment Committee 2019-20

Constitution of Anti SC/ST Harassment Committee for RBVRR Women's College of Pharmacy

Members of the Committee:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of pharmaceutics
3.	P. Archana	Assistant Professor, Dept.of pharmaceutical chemistry
4	M.Kavitha	Assistant Professor, Dept.of pharmacology
5.	D.Rani	Student , B.Pharmacy II YEAR
6	M.G.Yogeshwari	Student ,pharm.D II YEAR
7	Mrs.M. Sunitha	Lab Attender
8	Mrs.D.Hemalatha	Lab Attender

Preamble:

The Anti SC/ST Harassment Committee has been constituted to address grievances related to Scheduled Castes and Scheduled Tribes students at RBVRR Women's College of Pharmacy. The committee will ensure that the rights and interests of the SC/ST students are protected and any grievances they face are addressed promptly and effectively.

Objectives:

The objectives of the Anti SC/ST Harassment Committee are as follows:

1. To provide a platform for SC/ST students to voice their grievances related to academic and non-academic matters.
2. To take prompt action on complaints of discrimination, harassment, and any other grievances faced by SC/ST students.
3. To ensure that the rights and interests of SC/ST students are protected.
4. To ensure that SC/ST students have equal opportunities to access education and other resources in the college.

Composition of the Committee:

The Anti SC/ST Harassment Committee will include the following members:

- A designated officer who will act as the Chairperson of the committee.
- One SC/ST faculty member nominated by the Principal.
- One SC/ST non-teaching staff member nominated by the Principal.
- Two SC/ST students from each course/department, elected by the SC/ST students of that course/department.

M. Sumakanth

PRINCIPAL
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Functions and Responsibilities of the Committee:

The Anti SC/ST Harassment Committee will have the following functions and responsibilities:

1. To receive and address grievances related to SC/ST students.
2. To ensure that grievances are addressed promptly and effectively.
3. To conduct inquiries, investigations, and hearings as necessary to address grievances.
4. To recommend appropriate action to the Principal for the redressal of grievances.
5. To monitor the implementation of the recommendations made by the committee.
6. To provide periodic reports to the Principal on the functioning of the committee.

Term of Office:

The term of office for the Anti SC/ST Harassment Committee will be for one academic year. The members of the committee may be reappointed for subsequent terms.

Meetings:

The Anti SC/ST Harassment Committee will meet at least once every month during the academic year. Additional meetings may be held as necessary to address urgent grievances.

Quorum:

The quorum for the meetings of the Anti SC/ST Harassment Committee will be three members, including the Chairperson or their nominee.

Confidentiality:

The Anti SC/ST Harassment Committee will maintain strict confidentiality in all matters related to grievances received and investigations conducted.

Review of the Constitution:

This constitution of the Anti SC/ST Harassment Committee will be reviewed annually to ensure its relevance and effectiveness.

Amendment of the Constitution:

This constitution may be amended by a two-thirds majority vote of the members of the SC/ST Grievance Committee. The amended constitution will be submitted to the Principal for approval.

Signed by:

Principal

PRINCIPAL
RBVRR Women's College of Pharmacy
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Minutes of the meeting of the Anti SC/ST Harassment Committee

Date: 20-09-2019

Venue: Committee room, Rbvrr women's college of pharmacy

Present:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of pharmaceutics
3.	P. Archana	Assistant Professor, Dept.of pharmaceutical chemistry
4	M.Kavitha	Assistant Professor, Dept.of pharmacology
5.	D.Rani	Student , B.Pharmacy II YEAR
6	M.G.Yogeshwari	Student ,pharm.D II YEAR
7	Mrs.M. Sunitha	Lab Attender
8	Mrs.D.Hemalatha	Lab Attender

Agenda:

1. Discussion of any grievances received
2. Any other business

Minutes:

Discussion of any grievances received:

The Chairperson informed the committee that no grievance related to SC/ST students had been received since the last meeting. The committee was pleased to note that no instance of harassment or discrimination had taken place.

Any other business:

The committee discussed the need to create awareness among students and staff about the rights of SC/ST students and the need to prevent discrimination and harassment. It was decided that a sensitization program would be conducted for all students and staff.

The meeting concluded with a vote of thanks to the Chairperson.

Signed by:

PRINCIPAL
RBVRR Women's College of Pharmacy
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Date: 16th Sep 2019

Anti Ragging Committee 2019-20

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the All India Council for Technical Education (AICTE), Pharmacy Council of India, and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee:

The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Prof. M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Associate Professor Dept Of Pahrmacognasy
3.	Ms.G.Uma Rani	Asst Prof, Dept of Pharmaceutics
4	Dr.A.K.Sailaja	Asso Prof, Dept of Pharmaceutics
5	P. Lavani reddy	Student Members
6	M.Saisupriya	Student Members
7	Ramya	Student Members

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the All India Council for Technical Education (AICTE), Pharmacy Council of India (PCI), and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.
- To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.


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Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Collect evidence and examine any document related to the complaint of ragging.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) Report the matter to the police if necessary and provide all necessary assistance in the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion:

The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

Signed:

Principal

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

Barkatpura, Hyderabad-500 027 (TS)



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Minutes of Meeting of Anti-Ragging Committee

Date: 23rd Sep 2019

Venue: Committee room RBVRR Women's College of Pharmacy

Members Present:

S. No	Name	Designation and Department
1	Prof. M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Associate Professor Dept Of Pahrmacognasy
3.	Ms.G.Uma Rani	Asst Prof, Dept of Pharmaceutics
4	Dr.A.K.Sailaja	Asso Prof, Dept of Pharmaceutics
5	P. Lavani reddy	Student Members
6	M.Saisupriya	Student Members
7	Ramya	Student Members

Agenda:

1. To discuss the measures taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the AICTE, PCI, and Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.

M. S. Kanth

PRINCIPAL
RBVRR Women's College of Pharmacy
(CC No: 1706)
Barkatpura, Hyderabad-500 027 (TS)



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6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.

7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. Stricter implementation of the anti-ragging policy of the college to ensure strict compliance with the UGC Regulations.
2. Organize more awareness programs and workshops for the students.
3. Maintain a separate register for complaints received and actions taken on them.
4. Conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

This is a true and correct record of the proceedings of the meeting of the Anti-Ragging Committee of RBVRR Women's College of Pharmacy held today.

Authorized Signatory

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

Barkatpura, Hyderabad-500 027 (TS)



College Code: 1706

RBVRR WOMEN'S COLLEGE OF PHARMACY

3-4-343, Barkathpura, Hyderabad - 500 027 (T.S), India

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Date: 24-10-2019

Anti Sexual Harassment Committee 2019-20

The Anti Sexual Harassment Committee (ASHC) is constituted by RBVRR Women's College of Pharmacy (RBVRRWCP) for the academic year 2019-20 as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the guidelines issued by the University Grants Commission (UGC) and other statutory bodies.

Objective:

The objective of the ASHC is to provide a safe and harassment-free environment for all students, staff, and faculty members of RBVRR Women's College of Pharmacy (RBVRRWCP), and to address any complaints of sexual harassment fairly and transparently.

Composition:

The Committee shall consist of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal
2	Dr. M.P.Kusuma	Associate Professor Dept of Pharmaceutics
3.	Dr.K.V.Ratnamala	Associate Professor Dept of Pharmaceutics
4.	Hari Anushree	Asst Professor Dept of Pharmaceutics
5	Laxmi Prasanna	Student Member
6	A.Surya Sireesha	Student Member
7	Keerthi	Student Member

The Presiding Officer of the ASHC shall be a woman, and all members shall have a good understanding of the issues related to sexual harassment and shall be committed to the cause of women's rights. The members shall be appointed for a term of one academic year and may be re-appointed for subsequent terms.

Functions:

The Committee shall have the following functions:

1. To receive complaints of sexual harassment from any student, staff, or faculty member of RBVRR Women's College of Pharmacy (RBVRRWCP)
2. To conduct a preliminary inquiry into the complaint to determine the prima facie case.
3. To provide an opportunity for the respondent to respond to the allegations.
4. To conduct a detailed inquiry if the preliminary inquiry reveals a prima facie case.
5. To make a decision based on the evidence and principles of natural justice.

M. S. Kanth

PRINCIPAL

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6. To recommend appropriate remedial action if sexual harassment is found to have occurred.
7. To maintain records of the complaints received and processed by the committee, and to report to the statutory authorities as required by law.

Complaint Mechanism:

The Committee shall establish the following mechanism for receiving and processing complaints of sexual harassment:

1. A dedicated email address: rbvrrwcoph@rediffmail.com
2. A helpline number: 040-27563065
3. A physical drop-box located at every floor
4. Online form on the website [Online Grievance Form \(google.com\)](#)

The mechanism shall ensure the confidentiality of the complainant's identity and the information provided.

Training:

The members of the committee shall receive adequate training on the legal provisions related to sexual harassment, the procedures for handling complaints, and the principles of natural justice.

Communication:

The Committee shall notify the formation of the committee through a public notice or circular, specifying the names and contact details of the members, the terms of reference of the committee, and the procedures for filing complaints. It shall also communicate its decision to the complainant and the respondent in writing, along with the reasons for the decision.

Effective Date:

This constitution shall come into effect from today.

Signed:

PRINCIPAL
RBVRR Women's College of Pharmacy
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Minutes of Meeting of Anti Sexual Harassment Committee 2019-20

Date: 21st Oct 2019

Venue: Committee room, RBVRR Women's College of Pharmacy

Present:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal
2	Dr. M.P.Kusuma	Associate Professor Dept of Pharmaceutics
3.	Dr.K.V.Ratnamala	Associate Professor Dept of Pharmaceutics
4	Hari Anushree	Asst Professor Dept of Pharmaceutics
5	Laxmi Prasanna	Student Member
6	A.Surya Sireesha	Student Member
7	Keerthi	Student Member

Agenda:

1. To discuss the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college.
2. To review the sexual harassment policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti Sexual Harassment Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has implemented the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college and has constituted the Anti Sexual Harassment Committee as per the Act.
3. The Committee reviewed the sexual harassment policy of the college and discussed stricter compliance with the Act and to make it more comprehensive.
4. The Chairperson informed the Committee that there were no complaints of sexual harassment received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students, faculty, and staff about sexual harassment and the redressal mechanism available in the college. It was decided to organize more awareness programs and workshops for the students, faculty, and staff.
6. The Committee also discussed the importance of maintaining confidentiality in dealing with complaints of sexual harassment and ensuring a fair and impartial investigation.

M. Sumakanth
PRINCIPAL

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7. The Committee also decided to conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. More effective sexual harassment policy of the college to ensure strict compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
2. Organize more awareness programs and workshops for the students, faculty and staff.
3. Maintain confidentiality in dealing with complaints of sexual harassment and ensure a fair and impartial investigation.
4. Conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

This is a true and correct record of the proceedings of the meeting of the Anti Sexual Harassment Committee of RBVRR Women's College of Pharmacy.

Authorized Signatory

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Implementation of guidelines of statutory/regulatory bodies

Date: 30-08-2018

Anti SC/ST Harassment Committee 2018-19

Constitution of Anti SC/ST Harassment Committee for RBVRR Women's College of Pharmacy

Members of the Committee:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept.of Pharmaceutics
3.	P. Archana	Assistant Professor, Dept.of Pharmaceutical Chemistry
4.	Vajja Sagarika	Student , B.Pharmacy II YEAR
5.	Sabavath Navaneetha	Student , pharm.D II YEAR
6	Mrs.M. Sunitha	Lab Attender
7	Mrs.D.Hemalatha	Lab Attender

Preamble:

The Anti SC/ST Harassment Committee has been constituted to address grievances related to Scheduled Castes and Scheduled Tribes students at RBVRR Women's College of Pharmacy. The committee will ensure that the rights and interests of the SC/ST students are protected and any grievances they face are addressed promptly and effectively.

Objectives:

The objectives of the Anti SC/ST Harassment Committee are as follows:

1. To provide a platform for SC/ST students to voice their grievances related to academic and non-academic matters.
2. To take prompt action on complaints of discrimination, harassment, and any other grievances faced by SC/ST students.
3. To ensure that the rights and interests of SC/ST students are protected.
4. To ensure that SC/ST students have equal opportunities to access education and other resources in the college.

Composition of the Committee:

The Anti SC/ST Harassment Committee will include the following members:

- A designated officer who will act as the Chairperson of the committee.
- One SC/ST faculty member nominated by the Principal.
- One SC/ST non-teaching staff member nominated by the Principal.

M. S. Kanth
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- Two SC/ST students from each course/department, elected by the SC/ST students of that course/department.

Functions and Responsibilities of the Committee:

The Anti SC/ST Harassment Committee will have the following functions and responsibilities:

1. To receive and address grievances related to SC/ST students.
2. To ensure that grievances are addressed promptly and effectively.
3. To conduct inquiries, investigations, and hearings as necessary to address grievances.
4. To recommend appropriate action to the Principal for the redressal of grievances.
5. To monitor the implementation of the recommendations made by the committee.
6. To provide periodic reports to the Principal on the functioning of the committee.

Term of Office:

The term of office for the Anti SC/ST Harassment Committee will be for one academic year. The members of the committee may be reappointed for subsequent terms.

Meetings:

The Anti SC/ST Harassment Committee will meet at least once every month during the academic year. Additional meetings may be held as necessary to address urgent grievances.

Quorum:

The quorum for the meetings of the Anti SC/ST Harassment Committee will be three members, including the Chairperson or their nominee.

Confidentiality:

The Anti SC/ST Harassment Committee will maintain strict confidentiality in all matters related to grievances received and investigations conducted.

Review of the Constitution:

This constitution of the Anti SC/ST Harassment Committee will be reviewed annually to ensure its relevance and effectiveness.

Amendment of the Constitution:

This constitution may be amended by a two-thirds majority vote of the members of the SC/ST Grievance Committee. The amended constitution will be submitted to the Principal for approval.

Signed by:

Principal

PRINCIPAL

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Minutes of the meeting of the Anti-SC/ST Harassment Committee

Date: 30-08-2018

Venue: Committee room, Rbvrr women's college of pharmacy

Present:

S. No	Name	Designation and Department
1	Dr.M. Sumakanth	Principal and Chairperson
2	G.R. PrasannaLaxmi	Senior Assistant Professor, Dept. of Pharmaceutics
3.	P. Archana	Assistant Professor, Dept.of Pharmaceutical Chemistry
4.	Vajja Sagarika	Student , B.Pharmacy II YEAR
5.	Sabavath Navaneetha	Student , pharm.D II YEAR
6	Mrs.M. Sunitha	Lab Attender
7	Mrs.D.Hemalatha	Lab Attender

Agenda:

1. Discussion of any grievances received
2. Any other business

Minutes:

Discussion of any grievances received:

The Chairperson informed the committee that no grievance related to SC/ST students had been received since the last meeting. The committee was pleased to note that no instance of harassment or discrimination had taken place.

Any other business:

The committee discussed the need to create awareness among students and staff about the rights of SC/ST students and the need to prevent discrimination and harassment. It was decided that a sensitization program would be conducted for all students and staff.

The meeting concluded with a vote of thanks to the Chairperson.

Signed by:

M. S. Kanth

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

Barkatpura, Hyderabad-500 027 (TS)

Date: 10th Sep 2018



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Anti Ragging Committee 2018-19

Objective:

The objective of the Anti-Ragging Committee is to prevent any form of ragging within the college premises or outside of it, in compliance with the provisions set forth by the All-India Council for Technical Education (AICTE), Pharmacy Council of India, and guidelines issued by Osmania University, along with any other relevant regulations, statutes, or guidelines issued by statutory authorities.

Composition of the Committee: The Anti-Ragging Committee shall be composed of the following members:

S. No	Name	Designation and Department
1	Prof. M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Associate Professor Dept Of Pharmacognosy
3.	Ms.G.Uma Rani	Asst Prof, Dept of Pharmaceutics
4	Dr.A.K.Sailaja	Asso Prof, Dept of Pharmaceutics
5	Jyothi	Student Member
6	Nikhilitha	Student Member
7	K.Aishwaraya	Student Member

Roles and Responsibilities:

The Anti-Ragging Committee shall have the following roles and responsibilities:

- To ensure strict adherence to regulations aimed at curbing the menace of ragging in higher educational institutions, as outlined by the All India Council for Technical Education (AICTE), Pharmacy Council of India (PCI), and guidelines issued by Osmania University (OU), along with any subsequent revisions.
- To monitor the implementation of the anti-ragging policy of the college and to take necessary measures for its effective implementation.
- To conduct surprise inspections in the college premises and hostels to check for any instances of ragging.
- To maintain records of all complaints received and actions taken on them.
- To take immediate and appropriate action against those found guilty of ragging, as per the provisions of the anti-ragging policy.
- To create awareness among the students about the ill effects of ragging and to promote a culture of mutual respect and understanding.
- To liaise with the local police administration, NGOs, and the media to create a conducive environment for the prevention of ragging.

M. S. Kanth

PRINCIPAL

RBVRR Women's College of Pharmacy

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Tenure of the Committee:

The Anti-Ragging Committee shall be constituted for a period of one academic year and shall be reconstituted every year. The Chairperson of the Committee may nominate a member to take charge in the event of any member resigning or being unable to discharge his/her duties.

Meetings and Quorum:

The Anti-Ragging Committee shall meet at least once a month or as and when necessary. The quorum for the meeting shall be one-third of the total number of members. The decisions of the Committee shall be taken by a majority of the members present and voting, and in the event of a tie, the Chairperson shall have the casting vote.

Powers:

The Anti-Ragging Committee shall have the power to:

- i) Summon any person related to the college who, in its opinion, is necessary for the inquiry into the complaint of ragging.
- ii) Collect evidence and examine any document related to the complaint of ragging.
- iii) Recommend to the Principal or any other authority of the college the action to be taken against the guilty persons.
- iv) Report the matter to the police if necessary and provide all necessary assistance in the investigation.
- v) Take any other action deemed necessary to prevent and combat ragging.

Conclusion: The Anti-Ragging Committee shall strive to create a safe and conducive environment for the students to pursue their education without any fear of ragging. It shall work towards building a culture of mutual respect and understanding among the students and promote healthy relationships. The Committee shall encourage the students to report any instance of ragging or any other form of misconduct, without any fear of retribution. The success of the Anti-Ragging Committee shall be measured by the absence of any reported cases of ragging in the college. The Committee shall be accountable to the Principal and the Governing Body of the college. Any deviations from the provisions of this constitution shall be reported to the appropriate authorities for necessary action.

The members of the Committee shall ensure that the provisions of this constitution are strictly adhered to and take appropriate measures to prevent ragging in the college.

Signed:

Principal

PRINCIPAL

RBVRR Women's College of Pharmacy

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Minutes of Meeting of Anti-Ragging Committee

Date: 17th Sep 2018

Venue: Committee room, RBVRR Women's College of Pharmacy

Members Present:

S. No	Name	Designation and Department
1	Prof. M.Sumakanth	Principal and Chairperson
2	Dr.Sudha Parimala.	Associate Professor Dept Of Pharmacognosy
3.	Ms.G.Uma Rani	Asst Prof, Dept of Pharmaceutics
4	Dr.A.K.Sailaja	Asso Prof, Dept of Pharmaceutics
5	Jyothi	Student Member
6	Nikhilitha	Student Member
7	K.Aishwaraya	Student Member

Agenda:

1. To discuss the measures taken to prevent ragging in the college.
2. To review the anti-ragging policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti-Ragging Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has taken various measures to prevent ragging, such as conducting orientation sessions for the new students, sensitizing the senior students about the ill effects of ragging, displaying posters and banners against ragging, and creating Anti-Ragging Helpline.
3. The Committee reviewed the anti-ragging policy of the college in the context of strict compliance with the AICTE, PCI, and Osmania University including the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, as amended by the University Grants Commission (Prevention and Prohibition of Ragging) Regulations, 2012 and subsequent amendments thereof.
4. The Chairperson informed the Committee that there were no complaints of ragging received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students about the ill effects of ragging and promoting a culture of mutual respect and understanding. It was decided to

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organize more awareness programs and workshops for the students and to involve the parents and teachers in the process.

6. The Committee also discussed the importance of maintaining records of all complaints received and actions taken on them. It was decided to maintain a separate register for this purpose and to update it regularly.

7. The Committee also decided to conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. Stricter implementation of the anti-ragging policy of the college to ensure strict compliance with the UGC Regulations.

2. Organize more awareness programs and workshops for the students.

3. Maintain a separate register for complaints received and actions taken on them.

4. Conduct surprise inspections in the college premises and hostels to check for any instances of ragging.

This is a true and correct record of the proceedings of the meeting of the Anti-Ragging Committee of RBVRR Women's College of Pharmacy held today.

Authorized Signatory

PRINCIPAL

RBVRR Women's College of Pharmacy

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Date: 4th Dec 2018

Anti Sexual Harassment Committee 2018-19

The Anti Sexual Harassment Committee (ASHC) is constituted by RBVRR Women's College of Pharmacy (RBVRRWCP) for the academic year 2018-19 as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and the guidelines issued by the University Grants Commission (UGC) and other statutory bodies.

Objective:

The objective of the ASHC is to provide a safe and harassment-free environment for all students, staff, and faculty members of RBVRR Women's College of Pharmacy (RBVRRWCP), and to address any complaints of sexual harassment fairly and transparently.

Composition:

The Committee shall consist of the following members:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal
2	Dr. M.P.Kusuma	Associate Professor Dept of Pharmaceutics
3.	Dr.K.V.Ratnamala	Associate Professor Dept of Pharmaceutics
4.	Hari Anushree	Asst Professor Dept of Pharmaceutics
5	Prerana	Student Member
6	G.Sruthi	Student Member
7	V.Divya	Student Member

The Presiding Officer of the ASHC shall be a woman, and all members shall have a good understanding of the issues related to sexual harassment and shall be committed to the cause of women's rights. The members shall be appointed for a term of one academic year and may be re-appointed for subsequent terms.

Functions:

The Committee shall have the following functions:

1. To receive complaints of sexual harassment from any student, staff, or faculty member of RBVRR Women's College of Pharmacy (RBVRRWCP)
2. To conduct a preliminary inquiry into the complaint to determine the prima facie case.
3. To provide an opportunity for the respondent to respond to the allegations
4. To conduct a detailed inquiry if the preliminary inquiry reveals a prima facie case
5. To make a decision based on the evidence and principles of natural justice

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6. To recommend appropriate remedial action if sexual harassment is found to have occurred.
7. To maintain records of the complaints received and processed by the committee, and to report to the statutory authorities as required by law.

Complaint Mechanism:

The Committee shall establish the following mechanism for receiving and processing complaints of sexual harassment:

1. A dedicated email address: rbvrrwcoph@rediffmail.com
2. A helpline number: 040-27563065
3. A physical drop-box located on every floor
4. Online form on the website [Online Grievance Form \(google.com\)](#)

The mechanism shall ensure the confidentiality of the complainant's identity and the information provided.

Training:

The members of the committee shall receive adequate training on the legal provisions related to sexual harassment, the procedures for handling complaints, and the principles of natural justice.

Communication:

The Committee shall notify the formation of the committee through a public notice or circular, specifying the names and contact details of the members, the terms of reference of the committee, and the procedures for filing complaints. It shall also communicate its decision to the complainant and the respondent in writing, along with the reasons for the decision.

Effective Date:

This constitution shall come into effect from today.

Signed:

PRINCIPAL
RBVRR Women's College of Pharmacy
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EAMCET Code: RBVW PGCET Code: RBVW1

www.rbvrrwcp.org | Email: rbvrrwcp@rediffmail.com & rbvrrwcp2006@gmail.com

Minutes of Meeting of Anti Sexual Harassment Committee 2018-19

Date: 3rd Oct 2018

Venue: Committee room RBVRR Women's College of Pharmacy

Present:

S. No	Name	Designation and Department
1	Prof M.Sumakanth	Principal
2	Dr. M.P.Kusuma	Associate Professor Dept of Pharmaceutics
3.	Dr.K.V.Ratnamala	Associate Professor Dept of Pharmaceutics
4.	Hari Anushree	Asst Professor Dept of Pharmaceutics
5	Prerana	Student Member
6	G.Sruthi	Student Member
7	V.Divya	Student Member

Agenda:

1. To discuss the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college.
2. To review the sexual harassment policy of the college.
3. To discuss the action taken on the complaints received, if any.
4. Any other matter with the permission of the Chairperson.

Proceedings:

1. The Chairperson of the Anti Sexual Harassment Committee welcomed all the members present and thanked them for their participation in the meeting.
2. The Chairperson informed the members that the college has implemented the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in the college and has constituted the Anti Sexual Harassment Committee as per the Act.
3. The Committee reviewed the sexual harassment policy of the college and discussed stricter compliance with the Act and to make it more comprehensive.
4. The Chairperson informed the Committee that there were no complaints of sexual harassment received during the current academic year.
5. The Committee discussed the importance of creating awareness among the students, faculty, and staff about sexual harassment and the redressal mechanism available in the college. It was decided to organize more awareness programs and workshops for the students, faculty, and staff.

M. Sumakanth

PRINCIPAL

RBVRR Women's College of Pharmacy

(CC No: 1706)

Barkatpura, Hyderabad-500 027 (TS)



College Code: 1706

RBVRR WOMEN'S COLLEGE OF PHARMACY

3-4-343, Barkathpura, Hyderabad - 500 027 (T.S), India

Office: +91 40-27563065, Mobile: +91 9848930555

(Approved by PCI & Affiliated to Osmania University)

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6. The Committee also discussed the importance of maintaining confidentiality in dealing with complaints of sexual harassment and ensuring a fair and impartial investigation.

7. The Committee also decided to conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

8. The Chairperson thanked all the members for their valuable inputs and suggestions and concluded the meeting.

Action Points:

1. More effective sexual harassment policy of the college to ensure strict compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

2. Organize more awareness programs and workshops for the students, faculty and staff.

3. Maintain confidentiality in dealing with complaints of sexual harassment and ensure a fair and impartial investigation.

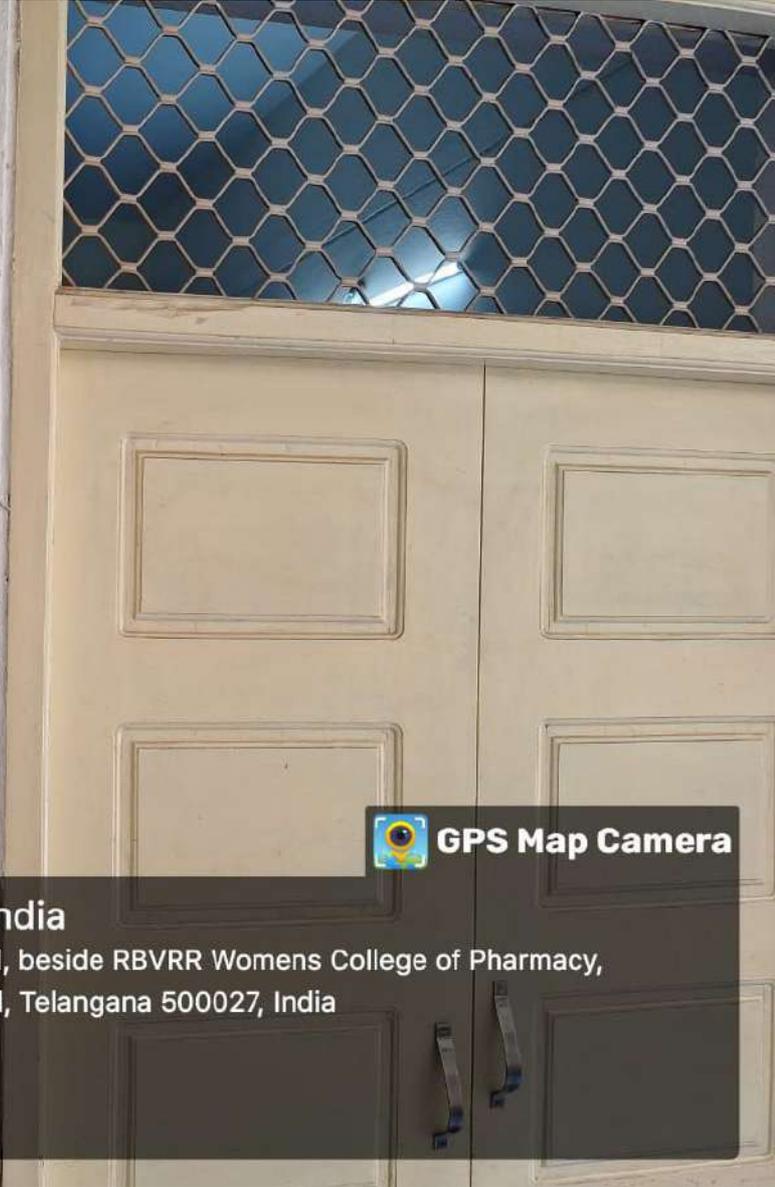
4. Conduct surprise inspections in the college premises and hostels to ensure a safe and secure environment for women.

This is a true and correct record of the proceedings of the meeting of the Anti Sexual Harassment Committee of RBVRR Women's College of Pharmacy.

Authorized Signatory

PRINCIPAL
RBVRR Women's College of Pharmacy
(CC No: 1706)
Barkatpura, Hyderabad-500 027 (TS)

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 **GPS Map Camera**



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3-4-343, Baghlingmpally Cross Rd, beside RBVRR Womens College of Pharmacy,
Barkatpura, Kachiguda, Hyderabad, Telangana 500027, India
Lat 17.393515°
Long 78.494722°
22/02/24 11:16 AM GMT +05:30



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 **GPS Map Camera**



Hyderabad, Telangana, India

3-4-343, Baghlingmpally Cross Rd, beside RBVRR Womens College of Pharmacy,
Barkatpura, Kachiguda, Hyderabad, Telangana 500027, India

Lat 17.393515°

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22/02/24 11:16 AM GMT +05:30



RAGGING

Prohibition of Ragging in Educational Institutions Act 26 of 1997

Salient Features

- Ragging is prohibited in all educational institutions in India.
- Ragging is defined as any act or omission which is intended to intimidate or humiliate or cause any harm to a student.

Disciplinary action	Rs. 1,000/-
Expulsion from the institution	Rs. 2,000/-
Expulsion from the institution	Rs. 5,000/-
Expulsion from the institution	Rs. 10,000/-
Expulsion from the institution	Rs. 50,000/-

RBVRR Women's College of Pharmacy
(Approved by AICTE & PCI, Affiliated Osmania University)
Barkatpura, Hyderabad- 500027, T.T.S.
Contact No. 040-27563985

NBA PROGRAM OUTCOMES

- Pharmacy Knowledge** : Possess knowledge in the profession of pharmacy including biomedical sciences; pharmaceutical sciences; behavioral, social and administrative pharmacy sciences; and manufacturing practices.
- Planning Abilities** : Demonstrate effective planning abilities including time management, resource management, delegation skills and organizational skills.
- Problem analysis** : Utilize the principles of scientific inquiry, thinking analytically, clearly and critically, while solving problems and making decisions during daily practice.
- Modern tool usage** : Learn, select, and apply appropriate methods and procedures, resources, and modern pharmacy-related computing tools within understanding of the limitations.
- Leadership skills** : Understand and consider participatory roles as responsible citizens in leadership roles when appropriate to facilitate improvement in health and wellbeing.
- Professional Identity** : Understand, analyze and communicate the value of professional roles in society (e.g. health care professionals, promoters of health, educators, managers, employers, employees).
- Pharmaceutical Ethics** : Measure personal values and apply ethical principles in professional and social contexts. Use ethical frameworks, apply ethical principles while making decisions and take responsibility for the outcomes associated with the decisions.
- Communication** : Communicate effectively with the pharmacy community and with society at large, such as, being able to comprehend and write effective reports, to make effective presentations and documentation, to communicate and to receive clear instructions.
- The Pharmacist and society** : Apply reasoning informed by the contextual knowledge to assess societal health, safety and legal issues and the consequent responsibilities inherent to the professional pharmacy practice.
- Environment and sustainability** : Understand the impact of the professional pharmacy solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for, sustainable development.
- Life-long learning** : Recognize the need for, life-long learning in the broadest context of technological change and use feedback effectively from other to identify learning needs and to satisfy these needs to an ongoing basis.

RAGGING

Ragging is Prohibited

- Ragging is prohibited as per Act 26 of 1997.
- Ragging means any form of physical or psychological harassment.
- Ragging includes suspension and dismissal from the College.
- Students are prohibited from entering the College and hostel without permission.
- Cell students must be in their hostel rooms by 9:30 P.M.
- All the students must carry their Identity Cards and show them when necessary.
- The Students of the College should not use the facilities and impact the peace and time.

RBVRR Women's College of Pharmacy
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RAGGING
Prohibition of Ragging in Educational Institutions Act 2007

Salient Features

- 1. Ragging is prohibited in all educational institutions in India.
- 2. Ragging is prohibited in all educational institutions in India.
- 3. Ragging is prohibited in all educational institutions in India.
- 4. Ragging is prohibited in all educational institutions in India.
- 5. Ragging is prohibited in all educational institutions in India.

Category	Amount
1. Ragging in public educational institutions	Rs. 1,000/-
2. Ragging in private educational institutions	Rs. 2,000/-
3. Ragging in public educational institutions	Rs. 5,000/-
4. Ragging in private educational institutions	Rs. 10,000/-
5. Ragging in public educational institutions	Rs. 50,000/-

RBVRR Women's College of Pharmacy
Approved by AICTE & PCI, Affiliated Osmania University
Barkatpura, Hyderabad- 500027, India
Contact No. 040-27563066

NBA PROGRAM OUTCOMES

1. **Pharmacy Knowledge** : Possess knowledge in the profession of pharmacy including biomedical sciences, pharmaceutical sciences, behavioral, social, and administrative pharmacy sciences; and manufacturing practices.
2. **Planning Abilities** : Demonstrate effective planning abilities including time management, resource management, delegation skills and organizational skills.
3. **Problem analysis** : Utilize the principles of scientific enquiry, thinking analytically, clearly and critically when solving problems and making decisions during daily practice.
4. **Modern tool usage** : Learn, select, and apply appropriate methods and procedures, resources, and modern pharmacy-related computing tools with an understanding of the limitations.
5. **Leadership skills** : Understand and consider participatory roles as responsible citizens or leadership roles when appropriate to facilitate improvement in health and wellbeing.
6. **Professional Identity** : Understand, analyze and communicate the value of professional roles in society (e.g. health care professionals, promoters of health, educators, managers, employers, employees).
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8. **Communication** : Communicate effectively with the pharmacy community and with society at large, such as, being able to comprehend and write effective reports, to make effective presentations and documentation, to communicate and to receive clear instructions.
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10. **Environment and sustainability** : Understand the impact of the professional pharmacy solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
11. **Life-long learning** : Recognize the need for, life-long learning in the broadest context of technological change and use feedback effectively from others to identify learning needs and to satisfy those needs to an ongoing basis.

RAGGING
Ragging is Prohibited

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REGISTERED No. DL(N)—04/0007/2003—05



भारत का राजपत्र The Gazette of India

साप्ताहिक/WEEKLY

प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 12]

नई दिल्ली, शनिवार, मार्च 23—मार्च 29, 2013 (चैत्र 2, 1935)

No. 12]

NEW DELHI, SATURDAY, MARCH 23—MARCH 29, 2013 (CHAITRA 2, 1935)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके
(Separate paging is given to this Part in order that it may be filed as a separate compilation)

भाग III—खण्ड 4

[PART III—SECTION 4]

[सांविधिक निकायों द्वारा जारी की गई विविध अधिसूचनाएं जिसमें कि आदेश, विज्ञापन और सूचनाएं सम्मिलित हैं]

[Miscellaneous Notifications including Notifications, Orders, Advertisements and Notices issued by
Statutory Bodies]

UNIVERSITY GRANTS COMMISSION

New Delhi-110002, the —December 2012

F. No. 14-4/2012(CPP-II)—In exercise of the power conferred under sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), the University Grants Commission hereby makes the following regulations, namely :—

1. Short title, application and commencement :—

- (1) These regulations shall be called the University Grants Commission (Grievance Redressal) Regulations, 2012.
- (2) They shall apply to every University, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- (3) They shall come into force from the date of their publication in the Official Gazette.

2. Definition :—In these regulations, unless the context otherwise requires

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956) ;
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a persons seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;
- (d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.
- (e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;

(f) "grievances" include the following complaints of the aggrieved students, namely: —

- (i) making admission contrary to merit determined in accordance with the declared admission policy of the institute;
- (ii) irregularity in the admission process adopted by the institute;
- (iii) refusing admission in accordance with the declared admission policy of the institute;
- (iv) non publication of prospectus, as specified;
- (v) publishing any information in the prospectus, which is false or misleading, and not based on facts;
- (vi) withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue;
- (vii) demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution;
- (viii) breach of the policy for reservation in admission as may be applicable;
- (ix) complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories;
- (x) non payment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
- (xi) delay in conduct of examinations or declaration of results beyond that specified in the academic calendar;
- (xii) on provision of student amenities as may have been promised or required to be provided by the institution;
- (xiii) denial of quality education as promised at the time of admission or required to be provided;
- (xiv) non transparent or unfair evaluation practices;

- (xv) harassment and victimisation of students, including sexual harassment;
- (g) "Grievance Redressal Committee" means a committee constituted under these regulations;
- (h) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
- (i) "institution" for the purposes of these regulations, means university, college or institution, as the case may be;
- (j) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;
- (k) "Ombudsman" means the Ombudsman appointed under regulation 4 of these regulations;
- (l) "university" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. *Mandatory publication of prospectus, its contents and pricing:--*

(1) Every higher education institution, shall publish, before expiry of sixty days prior the date of the commencement of the admission to any of its courses or programmes of study, a prospectus containing the following for the purposes of informing those persons intending to seek admission to such institution and the general public, namely:—

(a) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or programme of study, and the other terms and conditions of such payment;

(b) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or programme of study and the time within, and the manner in, which such refund shall be made to that student;

(c) the number of seats approved by the appropriate statutory authority in respect of each course or programme of study for the academic year for which admission is proposed to be made;

(d) the conditions of eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or programme of study, where so specified by the institution;

- (e) the educational qualifications specified by the relevant appropriate statutory authority, or by the institution, where no such qualifying standards have been specified by any statutory authority;
- (f) the process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or programme of study and the amount of fee to be paid for the admission test;
- (g) details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such members are on regular basis or as visiting member;
- (h) information in regard to physical and academic infrastructure and other facilities including hostel accommodation, library and hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- (i) broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or programme of study, including the teaching hours, practical sessions and other assignments;
- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and
- (k) any such other information as may be specified by the Commission;

Provided that an institution shall publish information referred to in items (a) to (j) of this sub regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in the different newspapers and through other media: Provided further that an institution may publish prospectus in accordance with this sub regulation at any time before the period of sixty days.

(2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

4. *Appointment, tenure, removal and conditions of services under grievance redressal mechanism –*

(1) Each University shall appoint an Ombudsman for redressal of grievances of students under these regulations.

(2) The Ombudsman shall be a person who has been a judge not below the rank of a District Judge or a retired professor who has at least ten years' experience as a professor.

(3) The Ombudsman shall not, at the time of appointment, during one year before such appointment, or in the course of his tenure as Ombudsman, be in a conflict of interest with the university where his personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement toward the university.

(4) The Ombudsman, or any member of his immediate family shall not -

- (a) hold or have held at any point in the past, any post or, employment in the office of profit in the University;
- (b) have any significant relationship, including personal, family, professional or financial, with the university;
- (c) hold any position in university by whatever name called, in the administration or governance structure of the university.

(5) The Ombudsman in a State University shall be appointed by the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

- (a) nominee of the Governor of the State - Chairman;
- (b) two Vice-Chancellors, by rotation from public universities of the State to be nominated by the State Government - Members;
- (c) one Vice-Chancellor, by rotation from a private university of the State to be nominated by the State Government - Member;
- (d) Secretary (Higher Education) of the State - Member-- Convener.

(6) The Ombudsman in a Central University and institution deemed to be university shall be appointed by the Central University or institution as the case may be on part-time basis

from a panel of three names recommended by the search committee consisting of the following members, namely:-

- a) Chairman of the University Grants Commission or his nominee - Chairman;
- b) one Vice Chancellor from central university, by rotation, to be nominated by the Central Government - Member;
- c) one Vice Chancellor from institution deemed to be university, by rotation, to be nominated by the Central Government - Member;
- d) Joint Secretary to the Government of India in the Ministry of Human Resource Development dealing or in charge of the higher education - Member;
- e) Joint Secretary in the office of the University Grants Commission - Member - Convener

(7) The Ombudsman shall be a part time officer appointed for a period of three years or until he attains the age of seventy year, whichever is earlier, from the date he resumes the office and may be reappointed for another one term in the same university.

(8) The Ombudsman shall be paid a fees of Rs. 3000 per day for hearing the cases, in addition to reimbursement of the conveyance.

(9) The Ombudsman may be removed on charges of proven misconduct or misbehavior or as defined under sub regulation (3) and (4) of this regulation, by the concerned appointing authority.

(10) No order of removal of Ombudsman shall be made except after an inquiry made in this regard by a person not below the rank of Judge of the High Court in which such Ombudsman has been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges.

5. **Grievance Redressal Committee -**

- (1) In case of a college, the Vice Chancellor of the affiliating university shall constitute a Grievance Redressal Committee consisting of five members for an individual college or a group of colleges keeping in view the location of the college(s).
- (2) The Grievance Redressal Committee shall be constituted by the Vice-Chancellor of the affiliating university consisting of -
 - a) a senior Professor of the University - Chairman;
 - b) three senior teachers drawn from the affiliating colleges, on rotation basis, to be nominated by the Vice-Chancellor - Members;

- c) a student representing the college where the grievance has occurred to be nominated, based on academic merit, by the concerned college - special invitee.
- (3) The Grievance Redressal Committee shall have a term of two years.
- (4) The provisions of sub-regulations (8), (9) and (10) of regulation 4 and regulation 6 in respect of the matters of the reimbursement and procedure and functions shall, *mutatis mutandis*, apply to the Grievance Redressal Committee except that the Grievance Redressal Committee shall communicate its decision within ten days of receipt of the complaint.
- (5) Any person aggrieved by the decision of the Grievance Redressal Committee may within a period of six days prefer an appeal to the Ombudsman.

6. *Powers and functions of ombudsman -*

- (1) The Ombudsman shall exercise his powers to hear any grievance-
- (a) of any student against the university or institution affiliated to it or an institute, as the case may be, after the student has availed of remedies available in such institution for redressal of grievance; and
- (b) of any applicant for admission as student to such institution.
- (2) No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsman unless specific irregularity materially affecting the outcome or specific instance of discrimination is indicated.
- (3) The Ombudsman shall have power to seek the assistance of any person belonging to the Scheduled Castes, the Scheduled Tribes, Socially and Economically Backward Classes, minority or disabled category, as *amicus curiae*, for hearing complaints of alleged discrimination.

7. *Procedure in redressal of grievances by Ombudsman and Grievance Redressal Committee-*

- (1) Each institution shall establish a registry, headed by an employee of the institute of appropriate rank as the Ombudsman may decide, where any aggrieved student or person may make an application seeking redressal of grievance.
- (2) The address of the registry so established shall be published widely including on the notice board and prospectus and placed on the website of the institution.

- (3) On receipt of an application by the registry, the employee-in-charge shall inform the Ombudsman or the Grievance Redressal Committee, as the case may be, shall immediately provide a copy to the institution for furnishing its reply within seven days.
- (4) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institute and the aggrieved person either in writing or electronically, as may be feasible.
- (5) An aggrieved person may appear either in person or represented by such person as may be authorised to present his case.
- (6) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall be guided by the principles of natural justice while hearing the grievance.
- (7) The Ombudsman or the Grievance Redressal Committee, as the case may be, shall ensure disposal of every application as speedily as possible and not later than a month of receipt of the grievance.
- (8) The institution shall co-operate with the Ombudsman or the Grievance Redressal Committee, as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsman to the Commission.
- (9) On the conclusion of proceedings, the Ombudsman or the Grievance Redressal Committee, as the case may be, shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue.
- (10) Every order under sub-regulation (9), under the signature of the Ombudsman or the Grievance Redressal Committee, as the case may be, shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- (11) The institution shall comply with the order of the Ombudsman or the Grievance Redressal Committee, as the case may be,
- (12) Any order of the Ombudsman or the Grievance Redressal Committee, as the case may be, not complied with by the institution shall be reported to the Commission.
- (13) A complaint shall be filed by the aggrieved student or his parent or with a special permission from the Ombudsman or the Grievance Redressal Committee, as the case may be, by any other person.
- (14) In case of any false or frivolous complaint, the ombudsman may order appropriate action against the complainant.

8. *Information regarding Ombudsman Grievance Redressal Committee to be published in prospectus -*

The University, the institution deemed to be university and the college concerned shall provide detailed information regarding provisions of Grievance Redressal Committee, Ombudsman and the duties and rights of students in their prospectus prominently.

9. *Consequences of non-compliance -*

The Commission shall in respect of any institution which willfully contravenes or repeatedly fails to comply with orders of the Ombudsman or the Grievance Redressal Committee, as the case may be, may proceed to take one or more of the following actions, namely:-

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- (f) recommend to the Central Government for withdrawal of declaration as Institution deemed to be university, in case of an institution deemed to be university;
- (g) recommend to the appropriate State Government for withdrawal of status as university in case of a university established or incorporated under a State Act;
- (h) taking such other action within its powers as the Commission may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations;

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and opportunity of being heard has been provided to it.

AKHILESH GUPTA
Secy.



प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

बहादुरशाह ज़फ़र मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax : 011-2323 8858

E-mail : secy.ugc@nic.in

F.No. 14-4/2012(CPP-II)

7th December, 2018

PUBLIC NOTICE

ON

UGC (GRIEVANCE REDRESSAL) REGULATIONS, 2018

UGC had notified UGC (Grievance Redressal) Regulations, 2012 in official Gazette of India on **23rd March, 2013**. These regulations were aimed at addressing and effectively resolving grievances of students related to Higher Educational Institutions.

The UGC had received a number of responses on these regulations and hence constituted an Expert Committee to revisit UGC (Grievance Redressal) Regulations, 2012. The draft University Grants Commission (Grievance Redressal of Students) Regulations, 2018 prepared by the Committee is attached herewith for observations and suggestions of stakeholders. The feedback and comments on the above draft may be sent to UGC via email grmhei.2018@gmail.com on or before **31st December, 2018**.

(Prof. Rajnish Jain)

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI – 110 002**

NOTIFICATION

F.No.14-4/2012 (CPP-II)

New Delhi, the __ October, 2018

In exercise of the power conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Grievance Redressal) Regulations, 2012, the University Grants Commission hereby makes the following regulations:

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- a) These regulations shall be called as the University Grants Commission (Grievance Redressal of Students) Regulations, 2018.
- b) They shall apply to all HEIs, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- c) They shall come into force from the date of their publication in the Official Gazette.

2. DEFINITION: IN THESE REGULATIONS, UNLESS THE CONTEXT OTHERWISE REQUIRES:

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any

qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;

(d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.

(e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;

(f) "grievances" include the following complaints of the aggrieved students, namely:

- i. making admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the admission process adopted by the institution;
- iii. refusing admission in accordance with the declared admission policy of the institution;
- iv. non publication of prospectus, (either hard copy / online) as specified in these regulations;
- v. publishing any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a students for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified in the declared admission policy to be charged by such institution;

- viii. breach in reservation policy in admission as may be applicable;
 - ix. nonpayment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
 - x. delay in conduct of examinations or declaration of results beyond the specified schedule in the academic calendar;
 - xi. on provision of student amenities as may have been promised or required to be provided by the institution;
 - xii. non transparent or unfair evaluation practices;
 - xiii. Refund of fees, in case a student withdraws the admission within the stipulated time as mentioned in the prospectus, as notified by the Commission from time to time.
- (g) "Department Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a Department.
- (h) "Institutional Grievance Redressal Committee" means a committee constituted under these regulations, at the level of an Institution.
- (i) "College Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a college.
- (j) "University Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a University.
- (k) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
- (l) "Institution" for the purposes of these regulations, means any university, college or such other institutions, as the case may be;
- (m) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;

(n) "Ombudsperson" means the Ombudsperson appointed under these regulations;

(o) "University" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS AND PRICING:

i. Every higher educational institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:

(a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;

(b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;

(c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;

(d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;

- (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (f) rules / regulations for imposition and collection of any fines specified heads or categories, minimum and maximum fine may be imposed.
- (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) details of the teaching faculty, including their educational qualifications, alongwith the category they belong to Regular / visiting ---- and teaching experience of every member of its teaching faculty.
- (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution.
- (k) any other information as may be specified by the Commission:

Provided that an institution shall publish / upload information referred to in items (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in different newspapers and through other media:

- ii. Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its

publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

4. GRIEVANCE REDRESSAL COMMITTEES (GRC):

A. Department Grievance Redressal Committee (DGRC)

- (i) In case of universities, all complaints relating to a department shall first be addressed to Department Grievance Redressal Committee (DGRC) to be constituted at the level of departments/school/center whose composition shall be as follows:
 - a) Head of the Department / School / Center – Chairperson
 - b) a Professor from outside the department / school / center to be nominated by the Head of HEI – Member
 - c) A faculty member well-versed with grievance redressal mechanism to be nominated by the Head of the Department – Member.
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The DGRC shall follow the principles of natural justice while deciding the grievances of the students.
- (v) The DGRC shall make efforts to resolve the grievance within the stipulated period and shall submit its report to the Head of the Institution within a period of 15 days from the date of receipt of complaint to the DGRC.
- (vi) The DGRC shall provide a copy of the report to the aggrieved person(s).

B. Institutional Grievance Redressal Committee (IGRC)

- (i) The complaints not related to departments/schools / center and the grievances not resolved at the DGRC shall be referred to the Institutional Grievance Redressal Committee (IGRC) to be constituted by Head of the HEI, whose composition shall be as follows:
 - (a) Pro-Vice Chancellor / Dean/ Senior academician of HEI – Chairperson.
 - (b) Dean of students/Dean, Students Welfare
 - (c) Two senior academicians other than Chairperson.
 - (d) Proctor / Senior academician
- (ii) The above Committee shall be approved by the statutory body of institution (Executive Council or its equivalent).
- (iii) The Chairperson of IGRC and DGRC shall not be the same. The tenure of the Committee members shall be two years.
- (iv) The quorum for the meetings shall be three, including Chairperson.
- (v) The IGRC shall consider the recommendation of DGRC while giving its recommendations. However, the IGRC shall have the power to review recommendations of the DGRC.
- (vi) The IGRC shall follow the principles of natural justice while deciding the grievances.
- (vii) The IGRC shall send the report and the recommendations to the Head of the HEI within in a period of 15 workings days from the date of receipt of grievance, or appeal or recommendations of the DGRC.
- (viii) The IGRC shall provide a copy of the report to the aggrieved person(s).

C. College Grievance Redressal Committee (CGRC)

- (i) In case of colleges, all complaints shall first be addressed to College Grievance Redressal Committee (CGRC) whose composition shall be as follows:
 - a) Principal of the college -Chairperson
 - b) Two senior faculty members nominated by the principal of the College.
- (ii) The tenure of the members shall be two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The CGRC shall follow the principles of natural justice while considering the grievances of the students.
- (v) The CGRC shall send the report and recommendations to the Vice-Chancellor of the affiliating university within a period of 15 days of receiving the complaint.

D. University Grievance Redressal Committee (UGRC)

- (i) In case of grievances not resolved by CGRC, it shall be referred to University Grievance Redressal Committee (UGRC) for which the Vice-chancellor of the affiliating university shall constitute a University Grievance Redressal Committee (UGRC) consisting of five members for a individual colleges or a group of colleges keeping in view the location of the college(s). The UGRC shall be constituted by the Vice-chancellor of the affiliating university consisting of :
 - a) A senior Professor of the university – Chairperson
 - b) Dean, Student Welfare or its equivalent - Member
 - c) Three Principals drawn from the affiliating colleges, on rotation basis to be nominated by the Vice-Chancellor – Members
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.

(iv) The CGRC shall follow the principle of normal justice while deciding the grievance of the students.

(v) The CGRC shall send the report and the recommendations to the principal of the college within a period of 15 days of receiving the complaint.

E. Any person aggrieved by the decision of the Institutional Grievance Redressal Committee or University Grievance Redressal Committee may within in a period of six days prefer an appeal to the Ombudsperson.

5. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

(i) Each HEI shall appoint an Ombudsperson for redressal of grievances of students under these regulations.

(ii) The Ombudsperson shall be a person not related to the university and who is a retired Vice-Chancellor, Registrar or a faculty member who has at least ten years of experience as a Professor.

(iii) The Ombudsperson shall not be in any conflict of interest with the university, either before or after his appointment.

(iv) The Ombudsperson, or any member of his immediate family shall not -

(a) hold or have held at any point in the past, any post or, employment in any office of profit in the university;

(b) have any significant relationship, including personal, family, professional or financial, with the university;

(c) hold any position in university by whatever name called, in the administration or governance structure of the university.

(v) The Ombudsperson in a State University shall be appointed by the Executive council of the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

- (a) Nominee of the Governor of the State or his nominee - Chairperson
 - (b) Vice-Chancellor of a University of State to be nominated by the State Government – Member
 - (c) Vice-Chancellor of the concerned State University – Member
 - (d) Registrar of the concerned State University – Secretary (non-voting)
- (vi) The Ombudsperson in a Central University and institution deemed to be university shall be appointed by the Executive Council of the Central University or the equivalent statutory body of the Deemed to be University, as the case may be, on part - time basis from a panel of three member recommended by the search committee consisting of the following members, namely:-
- (a) Nominee of University Grants Commission – Chairperson
 - (b) One Vice Chancellor from Central University to be nominated by UGC (for Central Universities) – Member

OR

- One Vice Chancellor from institution deemed to be university to be nominated by the UGC (for Deemed to be Universities) - Member
- (c) The Vice Chancellor of the university – Member
 - (d) The Registrar of the university – Secretary (Non-Voting)
- (vii) The Ombudsperson shall be a part time officer appointed for a period of three years from the date he/she assumes the office and may be reappointed for another one term in the same university.
- (viii) The Ombudsperson shall be paid the sitting fee per day as per the norms of the university for hearing the cases, in addition to the reimbursement of the conveyance.

- (ix) The Ombudsperson may be removed on charges of proven misconduct or misbehavior or as defined under these regulations, by the concerned appointing authority i.e. the Executive Council of the University.

6. FUNCTIONS OF OMBUDSPERSON:

- (i) The Ombudsperson shall hear any appeal of an applicant for admission as student or student of the university against the university or institution affiliated to it as the case may be, after the student has availed all remedies available in such institution for redressal of grievance such as IGRC / UGRC;
- (ii) No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsperson. However, the issues of malpractices in the examination and evaluation processes may be referred to the Ombudsperson.
- (iii) Ombudsperson may seek the assistance of any person as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the student(s).

7. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSON AND GRIEVANCE REDRESSAL COMMITTEE:

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student of that institution may submit an application seeking grievance redressal.
- (ii) On receipt of any online complaint, the institution shall refer the complaint to the appropriate Grievance Redressal Committee, as the case may be, along with its comments within 15 days of receipt of complaint on online portal.
- (iii) The Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved person.

- (iv) An aggrieved person may appear either in person or be represented by such person as may be authorized to present his/her case.
- (v) The Grievances not resolved at the appropriate Grievance Redressal Committee(s) shall be referred to the Ombudsperson.
- (vi) The institution shall co-operate with the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsperson to the Vice Chancellor.
- (vii) On the conclusion of proceedings, the Ombudsperson shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after giving due hearing to both the parties.
- (viii) Every order under the signature of the Ombudsperson shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- (ix) The institution shall comply with the recommendations of the Ombudsperson. Any recommendations of the Ombudsperson not complied with by the institution shall be reported by the Ombudsperson to the Commission.
- (x) In case of any false or frivolous complaint, the Ombudsperson may recommend appropriate action against the complainant.

8. INFORMATION REGARDING OMBUDSPERSON GRIEVANCE REDRESSAL COMMITTEE:

The institution shall provide detailed information regarding provisions of Grievance Redressal Committee(s) and Ombudsperson on their website and in their prospectus prominently.

9. CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution which willfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal

Committee(s), as the case may be, may proceed to take one or more of the following actions, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- (f) The Commission may take necessary and appropriate action as it may deemed fit, in case of an institution deemed to be university;
- (g) recommend to the concerned State Government for necessary and appropriate action, in case of a university established or incorporated under a State Act;
- (h) The Commission may take necessary and appropriate actions against any institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

(Prof. Rajnish Jain)
Secretary



भारत का राजपत्र

The Gazette of India

असाधारण

EXTRAORDINARY

भाग III—खण्ड 4

PART III—Section 4

प्राधिकार से प्रकाशित

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मानव संसाधन विकास मंत्रालय

(विश्वविद्यालय अनुदान आयोग)

अधिसूचना

नई दिल्ली, 2 मई, 2016

विश्वविद्यालय अनुदान आयोग (उच्चतर शैक्षिक संस्थानों में महिला कर्मचारियों एवं छात्रों के लैंगिक उत्पीड़न के निराकरण, निषेध एवं इसमें सुधार) विनियम 2015

मि. सं. 91-1/2013 (टी. एफ. जी. एस.—विश्वविद्यालय अनुदान आयोग अधिनियम 1956 (1956 का 3) जिसे उक्त अधिनियम के अनुच्छेद 20 के उप-अनुच्छेद (1) से संयुक्त रूप से पढ़ा जाए उस अधिनियम 26 के अनुच्छेद (1) की धारा (जी) द्वारा प्रदत्त अधिकारों के क्रियान्वयन अनुसार विश्वविद्यालय अनुदान आयोग एतद्वारा निम्न विनियम निर्मित कर रहा है, नामतः :-

1. लघु शीर्ष, अनुप्रयोग एवं समारम्भ:- (1) ये विनियम विश्वविद्यालय अनुदान आयोग (उच्चतर शैक्षिक संस्थानों में महिला कर्मचारियों एवं छात्रों के लैंगिक उत्पीड़न के निराकरण, निषेध एवं इसमें सुधार) विनियम, 2015 कहलाएंगे।
 - (2) ये विनियम भारत वर्ष में सभी उच्चतर शैक्षिक संस्थानों पर लागू होंगे।
 - (3) सरकारी राजपत्र में उनके प्रकाशन की तिथि से वे लागू माने जाएँगे।
2. परिभाषाएँ:- इन विनियमों में-बशर्ते विषयवस्तु के अन्तर्गत कुछ अन्यथा जरूरी है:-
 - (अ) "पीड़ित महिला" से अर्थ है किसी भी आयु वर्ग की एक ऐसी महिला—चाहे वह रोजगार में है या नहीं, किसी कार्य स्थल में कथित तौर से प्रतिवादी द्वारा कोई लैंगिक प्रताड़ना के कार्य का शिकार बनी है;
 - (ब) "अधिनियम" से अर्थ है कार्य स्थल में महिलाओं का लैंगिक उत्पीड़न (निराकरण, निषेध एवं समाधान) अधिनियम, 2013 (2013 का 14);
 - (स) "परिसर" का अर्थ उस स्थान अथवा भूमि से है जहाँ पर उच्चतर शैक्षिक संस्थान तथा इसकी संबद्ध संस्थागत सुविधाएँ जैसे पुस्तकालय, प्रयोगशालाएँ, लेक्चर हॉल, आवास, हॉल, शौचालय, छात्र केन्द्र, छात्रावास, भोजन कक्षों, स्टेडियम, वाहन पड़ाव स्थल, उपवनों जैसे स्थल तथा अन्य कुछ सुविधाएँ जैसे स्वास्थ्य केन्द्र, कैन्टीन, बैंक पटल इत्यादि स्थित हैं तथा जिसमें छात्रों द्वारा उच्चशिक्षा के छात्र के रूप में दौरा किया जाता हो—जिस में वह परिवहन शामिल है जो उन्हें उस संस्थान से आने जाने के लिए, उस संस्थान के अलावा क्षेत्रीय भ्रमण हेतु

संस्थान पर, अध्ययनों, अध्ययन भ्रमण, सैर-सपाटे के लिए, लघु-अवधि वाली नियुक्तियों के लिए, शिविरों के लिए उपयोग किए जा रहे स्थानों, सांस्कृतिक समारोहों, खेलकूद आयोजनों एवं ऐसी ही अन्य गतिविधियों जिनमें कोई व्यक्ति एक कर्मचारी अथवा उच्चतर शैक्षिक संस्थान के एक छात्र के रूप में भाग ले रहा है—यह समस्त उस परिसर में सम्मिलित हैं;

- (डी) "आयोग" का अर्थ है विश्वविद्यालय अनुदान आयोग जो विश्वविद्यालय अनुदान आयोग अधिनियम 1956 (1956 का 3) के अनुच्छेद 4 के अन्तर्गत स्थापित है;
- (ई) "आवृत्त व्यक्तियों" से अर्थ उन व्यक्तियों से है जो एक सुरक्षित गतिविधि में कार्यरत हैं जैसे कि किसी लैंगिक उत्पीड़न की शिकायत को दायर करना—अथवा वे ऐसे किसी व्यक्ति से घनिष्ठ रूप से सम्बद्ध हैं जो सुरक्षित गतिविधि में कार्यरत है तथा ऐसा व्यक्ति एक कर्मचारी हो सकता है अथवा उस पीड़ित व्यक्ति का एक कर्मचारी हो सकता है अथवा एक साथी छात्र अथवा अभिभावक हो सकता है;
- (एफ) "कर्मचारी" का अर्थ, उस व्यक्ति से है जिसे अधिनियम में परिभाषित किया गया है तथा इसमें इन विनियमों की दृष्टि से प्रशिक्षार्थी, शिक्षार्थी अथवा वे अन्य जिस नाम से भी जाने जाते हैं। आन्तरिक अध्ययन में लगे छात्र, स्वयंसेवक, अध्यापन-सहायक शोध-सहायक चाहे वे रोजगार में हैं अथवा नहीं, तथा क्षेत्रीय अध्ययन में, परियोजनाओं लघु-स्तर के भ्रमण अथवा शिविरों में कार्यरत व्यक्तियों से है;
- (जी) "कार्यकारी प्राधिकारी" से अर्थ है उच्चतर शैक्षिक संस्थान के प्रमुख कार्यकारी प्राधिकारी, चाहे जिस नाम से वे जाने जाते हों— तथा जिस संस्थान में उच्चतर शैक्षिक संस्थान का सामान्य प्रशासन सम्मिलित है। सार्वजनिक रूप से निधि प्राप्त संस्थानों के लिए, कार्यकारी प्राधिकारी से अर्थ है अनुशासनात्मक प्राधिकारी जैसा कि केन्द्रीय नागरिक सेवायें (वर्गीकरण, नियन्त्रण एवं अपील) नियम तथा इसके समतुल्य नियमों में दर्शाया गया है;
- (एच) "उच्चतर शैक्षिक संस्थान" (एचई.आई.) से अर्थ है—एक विश्वविद्यालय जो अनुच्छेद 2 की धारा (जे) के अन्तर्गत अर्थों के अनुसार है, ऐसा एक महाविद्यालय जो अनुच्छेद 12 (ए) के उप-अनुच्छेद (1) की धारा (बी) के अर्थ के अनुसार है तथा एक ऐसा संस्थान जो मानित विश्वविद्यालय के रूप में विश्वविद्यालय अनुदान आयोग अधिनियम 1956 (1956 का 3) के अनुच्छेद 3 के अन्तर्गत है;
- (आई) "आन्तरिक शिकायत समिति" (आई.सी.सी.) (इन्टरनल कमप्लेन्ट्स कमिटी) से अर्थ है इन विनियमों के विनियम 4 के उप-विनियम (1) के अर्थ के अनुसार उच्चतर शैक्षिक संस्थान द्वारा गठित की जाने वाली आन्तरिक शिकायत समिति से है। यदि पहले से ही समान उद्देश्य वाला कोई निकाय सक्रिय है, (जैसे कि लैंगिक संवेदीकरण समिति जो लैंगिक उत्पीड़न संबंधी विवाद देखेगी (जी.एस.सी.ए.एस.एच.) ऐसे निकाय को आन्तरिक शिकायत समिति (आईसीसी) के रूप में पुनर्गठित किया जाना चाहिए;
- बशर्ते, बाद वाले मामले में उच्चतर शैक्षिक संस्थान ऐसा सुनिश्चित करेगा कि इन विनियमों के अन्तर्गत आन्तरिक शिकायत केन्द्र के लिए ऐसे एक निकाय का गठन आवश्यक है। बशर्ते कि ऐसा निकाय इन विनियमों के प्रावधानों द्वारा बाध्य होगा;
- (जे) "संरक्षित गतिविधि" में ऐसी एक परम्परा, के प्रति तर्कपूर्ण विरोध शामिल है, जिसके बारे में ऐसा माना जाता है कि अपनी तरफ से अथवा कुछ दूसरे लोगों की तरफ से लैंगिक उत्पीड़न संबंधी कानूनों का उल्लंघन उस परम्परा के माध्यम से किया जा रहा है— जैसे कि लैंगिक उत्पीड़न मामलों की कार्रवाई में भागीदारी करना, किसी भी आन्तरिक जांच पड़ताल में अथवा कथित लैंगिक उत्पीड़न मामलों में सहयोग करना अथवा किसी बाहरी एजेन्सी द्वारा की जा रही जांच पड़ताल में अथवा किसी मुकदमे में बतौर गवाह मौजूद रहना;
- (के) "लैंगिक उत्पीड़न" का अर्थ है—

- (i) ऐसा एक अनचाहा आचरण जिसमें छिपे रूप में लैंगिक भावनाएँ जो प्रत्यक्ष भी हो जाती हैं अथवा जो भावनाएँ अत्यन्त मजबूत होती, नीचतायुक्त होती हैं, अपमानजनक होती हैं अथवा एक प्रतिकूल और धमकी भरा वातावरण पैदा करती हैं अथवा वास्तविक अथवा धमकी भरे परिणामों द्वारा अधीनता की ओर प्रेरित करने वाली होती हैं तथा ऐसी भावनाओं में निम्नलिखित अवांछित काम या व्यवहारों में कोई भी एक या उससे अधिक या ये समस्त व्यवहार शामिल हैं (चाहे सीधे तौर से या छिपे तौर से) नामतः—

- (अ) लैंगिक भावना से युक्त कोई भी अप्रिय शारीरिक, मौखिक अथवा गैर मौखिक के अतिरिक्त कोई आचरण
- (ब) लैंगिक अनुग्रह या अनुरोध करना
- (स) लैंगिकतायुक्त टिप्पणी करना

- (ड़) शारीरिक रूप से संबंध बनाना अथवा पास बने रहने की कोशिश करना
- (ई) अश्लील साहित्य दिखाना
- (ii) निम्न परिस्थितियों में से किसी एक में (अथवा इससे अधिक एक या सभी में) यदि ऐसा पाया जाता है अथवा वह ऐसे किसी बर्ताव के बारे में है या उससे संबंधित है जिसमें व्यापक रूप से या छिपे रूप में लैंगिक संकेत छिपे हैं—
- (अ) छिपे तौर से या प्रत्यक्ष रूप से अधिमान्य व्यवहार देने का वायदा जो लैंगिक समर्थन के एवज में हैं;
- (ब) कार्य के निष्पादन में छिपे रूप से या सीधे तौर से रुकावट डालने की धमकी;
- (स) संबद्ध व्यक्ति के वर्तमान अथवा उसके भविष्य के प्रति छिपे तौर से या सीधे तौर से धमकी देकर;
- (द) एक दहशत भरा हिंसात्मक या द्वेषपूर्ण वातावरण पैदा करके;
- (ई) ऐसा व्यवहार करना जो कि संबद्ध व्यक्ति के स्वास्थ्य उसकी सुरक्षा, प्रतिष्ठा अथवा उसकी शारीरिक दृढ़ता को दुष्प्रभावित करने वाला है;
- (एल) “छात्र” शब्द का अर्थ उस व्यक्ति के लिए है जिसे विधिवत प्रवेश मिला हुआ है, जो नियमित रूप से या दूर शिक्षा विधि से एक उच्च शिक्षा संस्थान में, एक अध्ययन पाठ्यक्रम का अनुसरण कर रहा है जिसमें लघु अवधि प्रशिक्षण पाठ्यक्रम भी शामिल हः
- बशर्ते, ऐसे किसी छात्र के साथ यदि कोई लैंगिक उत्पीड़न की घटना होती है जो उच्च शिक्षा संस्थान परिसर में प्रवेश पाने की प्रक्रिया में है— यद्यपि वह प्रवेश प्राप्त नहीं हुआ है तो इन विनियमों के आधार पर उस छात्र को उच्च शिक्षा संस्थान का छात्र माना जाएगा:
- बशर्ते एक ऐसा छात्र जो किसी उच्चतर शैक्षिक संस्थान में प्रवेश प्राप्त है तथा उस संस्थान में भागीदार है और उस छात्र के प्रति कोई लैंगिक उत्पीड़न होता है तो उसे उस उच्च संस्थान का छात्र माना जाएगा;
- (एम) “किसी तीसरे व्यक्ति द्वारा उत्पीड़न” उस स्थिति को दर्शाता है जब लैंगिक उत्पीड़न की घटना किसी तीसरे व्यक्ति द्वारा या किसी बाहर के आदमी द्वारा की गई हो जो ना तो उस उच्च शैक्षिक संस्थान का कर्मचारी अथवा उसका छात्र है—बल्कि उस संस्थान में एक आगन्तुक है जो अपने अन्य किसी काम या उद्देश्य से आया हुआ है;
- (एन) “उत्पीड़न” का अर्थ है किसी व्यक्ति से नकारात्मक व्यवहार जिसमें छिपे तौर से या सीधे तौर से लैंगिक दुर्भावना की नीयत छिपी होती है;
- (ओ) “कार्यस्थल” का अर्थ है उच्चतर शैक्षिक संस्थान का परिसर जिसमें शामिल हैं:
- (अ) कोई विभाग, संगठन, उपक्रम, प्रतिष्ठान, उद्योग, संस्थान, कार्यालय, शाखा अथवा एकांश जो उपयुक्त उच्चतर शैक्षिक संस्थान द्वारा पूरी तरह अथवा पर्याप्त रूप से उपलब्ध निधि द्वारा सीधे तौर से अथवा अप्रत्यक्ष रूप से स्थापित, स्वामित्व वाले या उससे नियन्त्रित हैं;
- (ब) ऐसा कोई खेलकूद संस्थान, स्टेडियम, खेल परिसर या प्रतियोगिता या खेलकूद क्षेत्र चाहे वह आवासीय है या नहीं या उसे उच्चतर शैक्षिक संस्थान की प्रशिक्षण, खेलकूद अथवा अन्य गतिविधियों के लिए उपयोग नहीं किया जा रहा है;
- (स) ऐसा कोई स्थान जिसमें कर्मचारी अथवा छात्र अपने रोजगार के दौरान या अध्ययन के दौरान आते रहते हैं तथा जिस गतिविधि में यातायात शामिल है जिसे कार्यकारी प्राधिकारी ने ऐसे भ्रमण के लिए उपलब्ध कराया है जो उस उच्च शैक्षिक संस्थान में अध्ययन के लिए हैं।
3. उच्चतर शैक्षिक संस्थानों के दायित्व—(1) प्रत्येक उच्चतर शैक्षिक संस्थान)
- (अ) कर्मचारियों एवं छात्रों के प्रति लैंगिक उत्पीड़न के निराकरण एवं निषेध संबंधी अपनी नीति एवं विनियमों में उपरोक्त परिभाषाओं की भावना को यथा आवश्यक उपयुक्त रूप में सम्मिलित करें तथा इन विनियमों की आवश्यकता अनुसार अपने अध्यादेशों एवं नियमों को संशोधित करना;
- (ब) लैंगिक उत्पीड़न के विरुद्ध प्रावधानों को अधिसूचित करना तथा उनके विस्तृत प्रचार—प्रसार को सुनिश्चित करना;

- (स) जैसा कि आयोग की "सक्षम" (परिसरों में महिलाओं की सुरक्षा एवं लैंगिक संवेदीकरण कार्यक्रम) रिपोर्ट में दर्शाया गया है, प्रशिक्षण कार्यक्रम अथवा कार्यशाला, अधिकारियों, कार्यपालकों, संकाय सदस्यों एवं छात्रों के लिए उन्हें सभी को सुग्राही बनाना तथा इस अधिनियम एवं इन विनियमों में स्थापित अधिकारों, पात्रताओं एवं दायित्वों की जानकारी उन्हें सुनिश्चित कराना तथा उनके प्रति उन्हें जागरूक बनाना;
- (द) इस बात को पहचानते हुए कि प्राथमिक रूप से महिला कर्मचारी तथा छात्राओं एवं कुछ छात्र तथा तीसरे लिंग वाले छात्र कई प्रकार के लैंगिक उत्पीड़न, अपमान एवं शोषण के अन्तर्गत संवेदनशील हैं, तदनुसार सभी लिंगों के कर्मचारियों एवं छात्रों के प्रति सुनियोजित समस्त लिंग आधारित हिंसा के विरुद्ध निर्णयात्मक रूप से सक्रिय बनना ;
- (ई) लैंगिक उत्पीड़न के प्रति शून्य स्तर सहन संबंधी नीति की सार्वजनिक प्रतिबद्धता रखना;
- (एफ) सभी स्तरों पर अपने परिसर को, भेदभाव, उत्पीड़न, प्रतिशोध अथवा लैंगिक आक्रमणों से मुक्त बनाने की प्रतिबद्धता की पुनः पुष्टि करना;
- (जी) इस विषय में जागरूकता पैदा करना कि लैंगिक उत्पीड़न में क्या शामिल है— तथा इसके साथ ही हिंसापूर्ण वातावरण उत्पीड़न एवं प्रतिकर उत्पीड़न इन विषयों में जागरूकता पैदा करना;
- (एच) अपनी विवरणिका में सम्मिलित करना और महत्वपूर्ण स्थलों पर, विशिष्ट स्थानों पर या नोटिस बोर्ड पर लैंगिक उत्पीड़न के दण्ड एवं परिणामों को दर्शाया जाना तथा संस्थान के सभी समुदायों के वर्गों को इस तन्त्र की सूचना के प्रति जागरूक करना जो तन्त्र लैंगिक उत्पीड़न संबंधी शिकायतों के समाधान के लिए बनाया गया है तथा इसके बारे में आन्तरिक शिकायत समिति के सदस्यों का विवरण, उनसे संपर्क साधना, शिकायत के बारे में विधि आदि के बारे में बताना यदि कोई मौजूदा निकाय पहले से ही उसी लक्ष्य के साथ सक्रिय है (जैसे कि लैंगिक संवेदीकरण समिति जो लैंगिक उत्पीड़न के विरुद्ध है, ऐसे जेन्डर सेन्सीटाइजेशन कमिटी अगेंस्ट सैक्सुअल हार्समेंट—जी.एस.सी. ए.एस.एच निकाय को आन्तरिक शिकायत समिति) (इण्टरनल कम्प्लेन्ट्स कमिटी—आई.सी.सी) के समान ही पुनर्गठित करना :
- बशर्त, बाद में दर्शाये गए मामले में उच्चतर शैक्षिक संस्थान सुनिश्चित करेंगे कि इस प्रकार के निकाय का गठन आई.सी.सी. के लिए आवश्यक सिद्धान्तों के आधार पर इन विनियमों के अन्तर्गत किया गया है। ऐसा कोई भी निकाय इन विनियमों के प्रावधानों के द्वारा बाध्य होगा;
- (आई) कर्मचारियों एवं छात्रों को उपलब्ध आश्रय के बारे में बताना, यदि वे लैंगिक उत्पीड़न के शिकार हुए हैं;
- (जे) आन्तरिक शिकायत समिति के सदस्यों द्वारा शिकायतों के निपटान, समाधान अथवा समझौते आदि की प्रक्रिया का संचालन संवेदनशील रूप से करने के लिए, नियमित अभिमुखी अथवा प्रशिक्षण कार्यक्रम संचालित करना;
- (के) कर्मचारियों एवं छात्रों के सभी प्रकार के उत्पीड़न के निराकरण हेतु सक्रिय रूप से गतिशील बनाना चाहे वह उत्पीड़न किसी प्रबल अधिकारी अथवा उच्चतर शैक्षिक संस्थान में स्थित पदानुक्रम संबंधों के आधार पर है। अथवा किसी घनिष्ठ भागीदार की हिंसा संबंधी हो अथवा समकक्षों से अथवा उस उच्चतर शैक्षिक संस्थान की भौगोलिक सीमाओं से बाहर किन्हीं तत्वों के कारण हो;
- (एल) उसके कर्मचारियों एवं छात्रों के प्रति किए गए लैंगिक उत्पीड़न के लिए दोषी जो लोग हैं उन्हें दण्डित करना तथा विधि द्वारा मान्य कानून के अनुसार समस्त कार्यवाही करना तथा परिसर में लैंगिक उत्पीड़न के निराकरण एवं अवरोध हेतु तन्त्रों एवं समाधान प्रणाली को यथार्थिती बनाना;
- (एम) यदि उस दुराचार का षडयंत्रकारी वहाँ का कर्मचारी है तो सेवा नियमों के अन्तर्गत लैंगिक उत्पीड़न को एक दुराचार के रूप में मानना;
- (एन) यदि अपराधकर्ता कोई छात्र है तो लैंगिक उत्पीड़न को अनुशासनात्मक नियमों (जो बहिष्कार एवं बहिष्करण तक हो सकता है) के उल्लंघन के रूप में देखना;
- (ओ) इन विनियमों के प्रकाशन की तिथि से लेकर 60 दिनों की अवधि में इन विनियमों के प्रावधानों का अनुपालन सुनिश्चित किया जाना, जिनमें आन्तरिक शिकायत समिति की नियुक्ति शामिल है;
- (पी) आन्तरिक शिकायत समिति द्वारा की गई रिपोर्टों का समयबद्ध रूप से प्रस्तुतीकरण;
- (क्यू) एक वार्षिक स्थिति रिपोर्ट जिसमें दायर मामलों का, उनके निपटान का विवरण हो, वह तैयार करना तथा इसे आयोग को प्रस्तुत करना;

3.2 समर्थन करने वाली गतिविधियाँ—

- (1) जिन नियमों, विनियमों अथवा अन्य इसी प्रकार के माध्यम जिनके द्वारा आन्तरिक शिकायत केन्द्र (आई.सी.सी.) प्रकाश करेगा, उन्हें अद्यतन किया जाएगा तथा उन्हें समय-समय पर संशोधित किया

जाएगा—क्योंकि न्यायालय के निर्णय एवं अन्य कानून तथा नियमों द्वारा उस कानूनी ढाँचे में लगातार संशोधन होता रहेगा जिनके अनुसार अधिनियम लागू किया जाना है;

- (2) उच्चतर शैक्षिक संस्थानों का कार्यकारी प्राधिकारी द्वारा अधिदेशात्मक रूप से पूरा समर्थन किया जाना चाहिए तथा यह देखा जाना चाहिए कि आई.सी.सी. की सिफारिशों का क्रियान्वयन समयबद्ध रूप से किया जा रहा है कि नहीं। आई.सी.सी. के प्रकार्य के लिए समस्त संभावित संसाधन उपलब्ध कराए जाने चाहिए— जिनमें कार्यालय और भवन अवसंरचना सहित (कम्प्यूटर, फोटो कॉपियर, श्रव्य दृश्य उपकरणों आदि) स्टाफ (टाइपिस्ट, सलाह एवं कानूनी सेवाओं) सहित पर्याप्त रूप में वित्तीय संसाधन का आबंटन भी हो;
- (3) असुरक्षित/दुर्बल वर्ग विशेष रूप से प्रताड़ना के शिकार बन जाते हैं और उनके द्वारा शिकायत करना और भी ज्यादा कठिन होता है। क्षेत्र, वर्ग, जाति, लैंगिक प्रवृत्ति, अल्पसंख्यक पहचान, एवं पृथक रूप से सामर्थ्य से असुरक्षा सामाजिक रूप से संयोजित हो सकती है। समर्थकारी समितियों को इस प्रकार की असुरक्षितताओं के प्रति अति संवेदनशीलता एवं विशेष जरूरतों के प्रति संवेदनशील होने की आवश्यकता है;
- (4) क्योंकि शोध छात्र और डॉक्टोरल छात्र विशेष रूप से आक्रान्त होते हैं, अतः उच्चतर शैक्षिक संस्थानों द्वारा यह सुनिश्चित कराया जाए कि शोध सर्वेक्षण की नैतिकता संबंधी दिशा निर्देश उचित रूप से लागू हो रहे हैं;
- (5) समस्त उच्चतर शैक्षिक संस्थानों द्वारा उनकी लैंगिक उत्पीड़न विरोधी नीति की क्षमता का नियमित रूप से अर्ध वार्षिक पुनरीक्षण किया जाना चाहिए;
- (6) सभी अकादमिक स्टाफ कॉलेजों (जिन्हें अब मानव संसाधन विकास केन्द्रों के रूप में पाया जाता है) (एचआरडीसी) और क्षमता निर्माण के क्षेत्रीय केन्द्रों द्वारा लिंग संबंधी सत्रों को अपने अभिमुखी एवं पुनश्चर्या पाठ्यक्रमों में निगमित करना चाहिए। अन्य सब विषयों से भी इसे प्राथमिकता दी जाए तथा इसे मुख्य धारा के रूप में विशेष रूप से बनाया जाए तथा इसके लिए "यूजीसी सक्षम" रिपोर्ट का उपयोग करें जिसमें, इस बारे में, प्रविधियाँ उपलब्ध कराई जाती हैं;
- (7) उच्चतर शैक्षिक संस्थानों में प्रशासकों के लिए संचालित अभिमुखी पाठ्यक्रमों में आवश्यक रूप से लैंगिक संवेदीकरण तथा लैंगिक उत्पीड़न की समस्याओं पर एक मापदण्ड होना चाहिए। उच्चतर शैक्षिक संस्थान के समस्त विभागों में मौजूद सदस्यों के लिए कार्यशालाएँ नियमित रूप से संचालित की जानी चाहिए;
- (8) समस्त उच्चतर शैक्षिक संस्थानों में परामर्श सेवाओं को संस्थानों के अन्तर्गत रखा जाना चाहिए और इसके लिए सुप्रशिक्षित पूर्णकालिक परामर्शदाता होने चाहिए;
- (9) कई उच्चतर शैक्षिक संस्थान जिनके विशाल परिसर हैं जिनमें प्रकाश संबंधी व्यवस्था बहुत अधूरी है तथा अन्य संस्थानों के लोगों के अनुभव अनुसार वे स्थान असुरक्षित समझे जाते हैं, वहाँ पर्याप्त प्रकाश व्यवस्था अवसंरचना एवं रख-रखाव का एक अनिवार्य अंग है;
- (10) पर्याप्त एवं अच्छी तरह से प्रशिक्षित सुरक्षा स्टाफ आवश्यक रूप से होना चाहिए जिसमें महिला सुरक्षा स्टाफ सदस्य अच्छी संख्या में हों, जिससे संतुलन बना रहे। सुरक्षा स्टाफ नियुक्ति के मामले में लैंगिक संवेदनशीलता प्रशिक्षण को एक शर्त के रूप में माना जाना चाहिए;
- (11) उच्चतर शैक्षिक संस्थान आवश्यक रूप से विश्वसनीय जन यातायात को सुनिश्चित करें— विशेष रूप से उच्चतर शैक्षिक संस्थानों के विस्तृत परिसरों के अन्दर विभिन्न विभागों के मध्य जैसे— छात्रावासों, पुस्तकालयों, प्रयोगशालाओं तथा मुख्यालय और विशेष रूप से वे स्थान जिन तक पहुँच पाना दैनिक शोधकर्ताओं के लिए कठिन है। सुरक्षा की कमी तथा उत्पीड़न बहुत बढ़ जाता है जब कर्मचारी और छात्र सुरक्षित जन यातायात पर निर्भर नहीं रहते हैं। कर्मचारी एवं छात्रों द्वारा पुस्तकालयों और प्रयोगशालाओं में देर रात तक काम करने और शाम के समय अन्य कार्यक्रमों में भाग लेने के लिए उच्चतर शैक्षिक संस्थानों द्वारा भरोसेमंद यातायात का प्रबन्ध किया जाना चाहिए;
- (12) आवासीय उच्चतर शैक्षिक संस्थानों द्वारा महिला छात्रावासों की संरचना को प्राथमिकता दी जाए। महिला छात्रावास, जो सभी प्रकार के उत्पीड़न से थोड़ी बहुत सुरक्षा प्रदान करते हैं, उस उच्च शिक्षा के सभी स्तरों पर, शहरी एवं ग्रामीण क्षेत्रों में बड़ी संख्या में उच्च शिक्षा इच्छुक युवा महिलाओं के लिए अत्यन्त जरूरी है;

- (13) युवा छात्रों की तुलना में छात्रावास में स्थित छात्राओं की सुरक्षा के मामले को भेदभाव पूर्ण नियमों का आधार नहीं बनाया जाना चाहिए। परिसर की सुरक्षा संबंधी नीतियों को महिला कर्मचारी एवं छात्राओं की सुरक्षात्मकता के रूप में नहीं बन जाना चाहिए, जैसे कि आवश्यकता से अधिक सर्वेक्षण या पुलिसिया निगरानी अथवा आने जाने की स्वतंत्रता में कटौती करना— विशेषकर महिला कर्मचारी एवं छात्राओं के लिए;
- (14) सभी उच्चतर शैक्षिक संस्थानों के लिए पर्याप्त स्वास्थ्य सुविधायें होनी अधिदेशात्मक हैं। महिलाओं के विषय में इस प्रक्रिया में लिंग संवेदी डाक्टर और नर्स तथा इसके साथ ही एक स्त्री रोग विशेषज्ञ की सेवाएँ उपलब्ध होनी चाहिए;
- (15) महाविद्यालयों में महिला विकास प्रकोष्ठ पुनः चालू किये जाने चाहिए एवं उन्हें धन दिया जाना चाहिए और इन्हें लैंगिक उत्पीड़न विरोधी समितियों तथा आन्तरिक शिकायत समिति के प्रकार्यों से पृथक करके स्वशासी रखा जाना चाहिए। उसके साथ ही वे आन्तरिक शिकायत केन्द्रों के परामर्श से अपनी गतिविधियाँ विस्तारित करेंगे जिनमें लैंगिक संवेदीकरण कार्यक्रम शामिल हैं तथा नियमित आधार पर लैंगिक उत्पीड़न विरोधी नीतियाँ परिसरों में प्रचारित प्रसारित करेंगे। "सांस्कृतिक पृष्ठभूमि" एवं "औपचारिक अकादमिक स्थल" इन्हें परस्पर सहभागिता करनी चाहिए ताकि ये कार्यशालाएँ नवोन्मेषी, आकर्षक बनें एवं मशीनी न हों;
- (16) छात्रावासों के वार्डन, अध्यक्ष, प्राचार्य, कुलपतियों, विधि अधिकारियों एवं अन्य कार्यकारी सदस्यों को नियमों के अथवा अध्यादेशों में संशोधनों द्वारा जबाबदेही के दायरे में यथाआवश्यक रूप से लाना चाहिए;

4. शिकायत समाधान तन्त्रः—

- (1) लैंगिक उत्पीड़न के विरुद्ध प्रत्येक कार्यकारी प्राधिकारी लैंगिक संवेदीकरण के लिए एक आन्तरिक तन्त्र सहित एक आन्तरिक शिकायत समिति (आई.सी.सी.) का गठन करेंगे। आई.सी.सी की निम्न संरचना होगी:—
 - (अ) एक पीठासीन अधिकारी जो एक महिला संकाय सदस्य हो और जो एक वरिष्ठ पद पर (एक विश्वविद्यालय की स्थिति में प्रोफेसर से निम्न न हो तथा किसी महाविद्यालय की स्थिति में सह-प्रोफेसर अथवा रीडर से निम्न न हो) शैक्षिक संस्थान में नियुक्त हो तथा कार्यकारी प्राधिकारी द्वारा नामित हो:

बशर्ते यदि किसी स्थिति में कोई वरिष्ठ स्तर की महिला कर्मचारी उपलब्ध नहीं है तो पीठासीन अधिकारी को उप-अनुभाग 2(ओ) में दर्शाये कार्यस्थल के अन्य कार्यालय अथवा प्रशासनिक एकांश से उन्हें नामित किया जाएगा:

"बशर्ते यदि उस कार्यस्थल के अन्य कार्यालयों अथवा प्रशासनिक एकांशों में कोई वरिष्ठ स्तर की महिला कर्मचारी नहीं है तो अध्यक्ष अधिकारी को उसी नियुक्ता के कार्यस्थल से अथवा किसी अन्य विभाग या संगठन में से नामित किया जा सकता है"
 - (ब) दो संकाय सदस्य एवं दो गैर-अध्यापनरत कर्मचारी जो अधिमानतः महिलाओं की समस्याओं के लिए प्रतिबद्ध हैं तथा जिन्हें सामाजिक कार्य अथवा कानूनी जानकारी है, उन्हें कार्यकारी प्राधिकारी द्वारा नामित किया जाना चाहिए;
 - (स) यदि किसी मामले में छात्र शामिल हैं तो उसमें तीन छात्र हों जिन्हें स्नातक पूर्व, स्नातकोत्तर एवं शोधस्तर पर क्रमशः भर्ती किया जायेगा जिन छात्रों को पारदर्शी लोकतांत्रिक प्रणाली द्वारा चुना गया है;
 - (द) गैर सरकारी संगठनों में से किसी एक में से अथवा किसी ऐसी सभा में से जो महिलाओं की समस्याओं के लिए प्रतिबद्ध हैं या एक ऐसा व्यक्ति हो जो लैंगिक उत्पीड़न से जुड़े मामलों का जानकार हो, जो कार्यकारी प्राधिकारी द्वारा नामित हो;
- (2) आन्तरिक शिकायत समिति के कुल सदस्यों में न्यूनतम आधे सदस्य महिलायें होनी चाहिए;
- (3) उच्चतर शैक्षिक संस्थानों में वरिष्ठ प्रशासनिक पदों पर नियुक्त व्यक्ति जैसे कुलपति, पदेन कुलपति, रेक्टर, कुलसचिव, डीन, विभागों के अध्यक्ष आदि आन्तरिक समिति के सदस्य नहीं होंगे ताकि ऐसे केन्द्र के प्रकार्यों की स्वायत्तता सुनिश्चित रहे;

- (4) आन्तरिक शिकायत समिति के सदस्यों की सदस्यता अवधि तीन वर्ष की होगी। उच्चतर शैक्षिक संस्थान ऐसी एक प्रणाली का उपयोग करें जिसके द्वारा आन्तरिक शिकायत केन्द्र के सदस्यों का एक तिहाई भाग प्रतिवर्ष परिवर्तित होता रहे;
- (5) आन्तरिक समिति की बैठक आयोजित करने के लिए जो सदस्य गैर सरकारी संगठनों अथवा सभाओं से संबद्ध हैं उन्हें कार्यकारी प्राधिकारी द्वारा ऐसे शुल्क अथवा भत्ते का भुगतान किया जाए, जैसा निर्धारित किया गया है;
- (6) जिस स्थिति में आन्तरिक समिति का अध्यक्ष अधिकारी अथवा इसका कोई सदस्य, यदि:-
- (अ) अधिनियम की धारा 16 के प्रावधानों का उल्लंघन करता है, अथवा
- (ब) वह किसी अपराध के लिए दोषी सिद्ध हुआ है अथवा उसके विरुद्ध वर्तमान में लागू किसी कानून के अन्तर्गत किसी अपराध के बारे में कोई पड़ताल लम्बित है, अथवा
- (स) किसी अनुशासनात्मक कार्यवाही के तहत वह दोषी पाया गया है अथवा उसके विरुद्ध कोई अनुशासनात्मक कार्यवाही लम्बित है, अथवा
- (द) उसने अपने पद का दुरुपयोग इस सीमा तक किया है कि कार्यालय में उसकी सेवा में निरन्तरता को जनहित के प्रतिकूल माना जाएगा;
- तो ऐसा अध्यक्ष अधिकारी अथवा सदस्य, यथास्थिति, इस समिति से हटा दिया जाएगा तथा इस प्रकार से होने वाली रिक्ति अथवा ऐसी कोई नैमित्तिक (कैजुअल) रिक्ति को नये नामांकन द्वारा इस धारा के प्रावधानों के अनुसार भरा जाएगा;"

5. आन्तरिक शिकायत समिति (आई.सी.सी.) :- आन्तरिक शिकायत समिति करेगी :-

- (अ) यदि कोई कर्मचारी अथवा छात्र पुलिस के पास कोई शिकायत दर्ज करना चाहता है तो उसे सहायता उपलब्ध कराएगी;
- (ब) विवाद समाधान के हेतु बातचीत संबंधी तन्त्र उपलब्ध कराना ताकि विवादित बातों पर पूर्वानुमान को समीचीन एवं उचित मैत्रीपूर्ण क्रिया द्वारा देखा जा सका जिससे उस शिकायतकर्ता के अधिकारों की हानि न हो तथा जिससे पूरी तरह से दण्डात्मक दृष्टिकोणों की न्यूनतम जरूरत हो जिनसे और अधिक जानकारी, विमुखता अथवा हिंसा न बढ़े;
- (स) उस व्यक्ति की पहचान उजागर किये बिना उस शिकायतकर्ता की सुरक्षा बनाए रखना तथा स्वीकृत अवकाश अथवा उपस्थिति संबंधी अनिवार्यताओं में छूट द्वारा अथवा अन्य किसी विभाग में अथवा किसी सर्वेक्षणकर्ता के पास स्थानान्तरण द्वारा, यथा आवश्यक रूप से उस शिकायत के लम्बित होने की अवधि में अथवा उस अपराधकर्ता के स्थानान्तरण का भी प्रावधान किया जाएगा;
- (द) लैंगिक उत्पीड़न संबंधी शिकायतों के निपटान करते समय सुनिश्चित करें कि पीड़ित व्यक्ति या गवाहों का शोषण ना किया जाए अथवा उनके साथ भेदभाव न किया जाए, तथा
- (ई) किसी भी आवृत्त व्यक्ति के विरुद्ध अथवा प्रतिकूल कार्रवाई पर प्रतिबन्ध को सुनिश्चित करना क्योंकि वह कर्मचारी अथवा छात्र एक संरक्षित गतिविधि में व्यस्त है;
6. शिकायत करने एवं जाँच पड़ताल की प्रक्रिया:- आन्तरिक शिकायत समिति किसी भी शिकायत को दायर करने और उस शिकायत की जाँच करने के लिए इन विनियमों और अधिनियम में निर्धारित प्रणाली का अनुपालन करेगी ताकि वह समयबद्ध रूप से पूरी हो सके। उच्चतर शैक्षिक संस्थान, आन्तरिक शिकायत समिति को सभी आवश्यक सुविधाएँ उपलब्ध कराएगा ताकि जाँच पड़ताल शीघ्रता से संचालित हो सके तथा आवश्यक गोपनीयता भी बनी रहे;
7. लैंगिक उत्पीड़न की शिकायत दायर करने की प्रक्रिया :- किसी भी असन्तुष्ट व्यक्ति के लिए आवश्यक है कि वह घटना होने की तिथि से तीन माह के भीतर लिखित शिकायत आन्तरिक शिकायत समिति को प्रस्तुत करे और यदि लगातार कई घटनाएँ हुई हो तो सबसे बाद की घटना से तीन माह के भीतर उसे प्रस्तुत करें;
- बशर्ते जहाँ ऐसी शिकायत लिखित रूप में नहीं दी जा सकती है, वहाँ अध्यक्ष अधिकारी अथवा आन्तरिक समिति का कोई भी सदस्य, उस व्यक्ति के द्वारा लिखित शिकायत प्रस्तुत करने के लिए समस्त सम्भव सहायता प्रदान करेगा;
- बशर्ते, इसके साथ ही आई.सी.सी. लिखित रूप से प्रस्तुत तर्कों के आधार पर समय सीमा विस्तारित कर सकती है, परन्तु वह तीन माह से अधिक की नहीं होगी, यदि इस बात को आश्वस्त किया गया हो कि परिस्थितियाँ ऐसी थी कि जिनके कारण वह व्यक्ति इस कथित अवधि के दौरान शिकायत दायर करने से वंचित रह गया था;

8. जाँच पड़ताल की प्रक्रिया:-

- (1) शिकायत मिलने पर आन्तरिक शिकायत समिति इसकी एक प्रति को प्रतिवादी को इसके प्राप्त होने से सात दिनों के भीतर भेजेगी;
- (2) शिकायत की प्रति मिलने के बाद प्रतिवादी अपना उत्तर इस शिकायत के बारे में, समस्त दस्तावेजों की सूची, गवाहों के नामों एवं पतों के नामों एवं उनके पतों सहित दस दिन की अवधि में दाखिल करेगा;
- (3) शिकायत प्राप्त होने के 90 दिनों के भीतर ही जाँच पड़ताल पूरी की जानी चाहिए। अनुशंसाओं सहित, यदि वे हों, तो, जाँच पड़ताल रिपोर्ट उस जाँच के पूरा होने के 10 दिनों के भीतर उच्चतर शैक्षिक संस्थान के कार्यकारी प्राधिकारी को प्रस्तुत की जानी चाहिए। इस शिकायत से जुड़े दोनों पक्षों के समक्ष इस जाँच के तथ्यों या सिफारिशों की प्रति दी जाएगी;
- (4) जाँच रिपोर्ट प्राप्त होने के 30 दिनों के भीतर इस समिति की सिफारिशों पर उच्चतर शैक्षिक संस्थान के अध्यक्ष प्राधिकारी कार्यवाही करेंगे, यदि किसी भी पक्ष द्वारा उस अवधि में जाँच के विरुद्ध कोई अपील दायर न की गई हो;
- (5) दोनों में से किसी भी पक्ष द्वारा आन्तरिक शिकायत समिति द्वारा प्रदान तथ्यों/अनुशंसाओं के विरुद्ध उच्चतर शैक्षिक संस्थान के कार्यकारी प्राधिकारी के समक्ष की गई अनुशंसाओं की तिथि से तीस दिन की अवधि में अपील दायर की जा सकती है;
- (6) उच्चतर शैक्षिक संस्थान का कार्यकारी प्राधिकारी यदि आन्तरिक शिकायत समिति की सिफारिशों के अनुसार कार्य नहीं करने का निर्णय लेता है तो वह इसके बारे में लिखित रूप से कारण स्पष्ट करेगा जिन्हें आन्तरिक शिकायत समिति को तथा उस कार्यवाही से जुड़े दोनों पक्षों को भेजा जाएगा। यदि दूसरी ओर वह आन्तरिक शिकायत समिति द्वारा की गई सिफारिशों के अनुसार कार्य करने का निर्णय लेता है तो एक कारण बताओ नोटिस जिसका 10 दिनों के भीतर उत्तर भेजा जाना है— उसे उस पक्ष को भेजा जाएगा जिसके विरुद्ध कार्यवाही की जानी है। उच्चतर शैक्षिक संस्थान के कार्यकारी प्राधिकारी उस असन्तुष्ट व्यक्ति का पक्ष सुनने के पश्चात ही आगे की कार्यवाही करेंगे;
- (7) मामले को निपटाने के उद्देश्य से पीड़ित पक्ष एक सुलह का आग्रह कर सकता है। सुलह का आधार कोई आर्थिक समझौता नहीं होना चाहिए। यदि कोई सुलह का प्रस्ताव रखा जाता है तो यथास्थिति उच्चतर शैक्षिक संस्थान सुलह की प्रक्रिया को आन्तरिक शिकायत समिति के माध्यम से सुलभ कराएगा। किसी भी दण्डात्मक हस्तक्षेप की तुलना में, जहाँ तक संभव होता है, उस पीड़ित पक्ष की पूरी संतुष्टि के लिए उस पारस्परिक विरोध के समाधान को अधिमानता दी जाती है;
- (8) पीड़ित पक्ष अथवा पीड़ित व्यक्ति अथवा गवाह अथवा अपराधकर्ता की पहचान सार्वजनिक नहीं की जाएगी या विशेष रूप से उस जाँच प्रक्रिया के दौरान इसे सार्वजनिक क्षेत्र में रखा जाएगा;

9. अन्तरिम समाधान:— उच्चतर शैक्षिक संस्थान,

- (अ) यदि आन्तरिक शिकायत केन्द्र सिफारिश करता है तो शिकायतकर्ता अथवा प्रतिवादी को अन्य किसी अनुभाग अथवा विभाग में स्थानान्तरित किया जा सकता है ताकि सम्पर्क अथवा अन्योन्य क्रिया में शामिल जोखिम कम से कम बना रहे;
- (ब) पीड़ित पक्ष को, सम्पूर्ण स्तर संबंधी एवं अन्य हित लाभों के संरक्षण सहित तीन माह तक का अवकाश स्वीकृत कर दे;
- (स) शिकायतकर्ता के किसी भी काम अथवा निष्पादन अथवा परीक्षण अथवा परीक्षाओं के संबन्ध में कोई बात प्रकट न करने के लिए प्रतिवादी को बाध्य कर दें;
- (द) सुनिश्चित करें कि अपराधकर्ताओं को पीड़ित व्यक्तियों से दूरी बना कर रखनी चाहिए तथा यथा आवश्यक, यदि कोई प्रत्यक्ष धमकी है तो उनका परिसर में प्रवेश प्रतिबंधित कर दे;
- (ई) लैंगिक उत्पीड़न की किसी शिकायत के परिणाम स्वरूप, शिकायतकर्ता को प्रतिशोध एवं उत्पीड़न से सुरक्षा प्रदान करने के लिए तथा एक अनुकूल वातावरण उपलब्ध कराने के लिए सख्त उपाय किये जाने चाहिए;

10. दण्ड एवं हरजाना:—

- (1) अपराधकर्ता यदि उच्चतर शैक्षिक संस्थान का कर्मचारी है तथा लैंगिक उत्पीड़न का दोषी पाया जाता है तो उसे संस्थान के सेवा नियमों के अनुसार दण्डित किया जाएगा;
- (2) अपराध की गंभीरता को देखते हुए— यदि प्रतिवादी कोई छात्र है, तो उच्चतर शैक्षिक संस्थान:—
 - (अ) ऐसे छात्र के विशेषाधिकारों को रोक सकता है तो, जैसे—पुस्तकालय, सभागार, आवासीय आगारों, यातायात, छात्रवृत्ति, भत्तों एवं पहचान पत्र आदि तक पहुँच बनाना;

- (ब) एक विशेष समय तक परिसर में उसका प्रवेश स्थगित अथवा बाधित करना;
- (स) यदि उस अपराध की ऐसी गंभीरता है तो उस छात्र को संस्थान से निष्कासित किया जा सकता है तथा उसका नाम उस संस्थान की नामावलि से हटाया जा सकता है, इसके साथ ही पुनः प्रवेश की अनुमति उसे नहीं होगी;
- (द) अधिदेशात्मक परामर्श अथवा सामुदायिक सेवाओं जैसे सुधारवादी दण्ड प्रदान करना;
- (3) पीड़ित व्यक्ति मुआवजे का अधिकारी है। आन्तरिक शिकायत समिति द्वारा अनुशंसित तथा कार्यकारी प्राधिकारी द्वारा स्वीकृत मुआवजे के भुगतान के लिए उच्चतर शैक्षिक संस्थान निर्देश जारी करेगा, जिसकी वसूली अपराधकर्ता से की जाएगी। देय मुआवजे का निर्धारण निम्न आधार पर होगा:—
- (अ) पीड़ित व्यक्ति को जितना मानसिक तनाव, कष्ट, व्यथा एवं दुख पहुँचा है;
- (ब) उस लैंगिक उत्पीड़न की घटना के कारण उन्हें अपनी जीविका के सुअवसर की हानि उठानी पड़ी;
- (स) पीड़ित व्यक्ति द्वारा अपने शारीरिक एवं मनोरोग संबंधी आधार के लिए खर्च किए गए चिकित्सा व्यय;
- (द) कथित अपराधकर्ता एवं उस पीड़ित व्यक्ति की आय एवं जीवन स्तर, और
- (ई) ऐसे समस्त भुगतान का एकमुश्त रूप से या किस्तों में किए जाने का औचित्य;

11. झूठी शिकायत के विरुद्ध कार्यवाई:—

इस बात को सुनिश्चित करने के लिए कि लैंगिक उत्पीड़न मामलों में कर्मचारियों एवं छात्रों की सुरक्षा के प्रावधानों का दुरुपयोग न हो, असत्य एवं द्वेष भावना पूर्ण शिकायतों के विरुद्ध प्रावधान किये जाने की आवश्यकता है तथा इन्हें उच्चतर शैक्षिक संस्थानों में प्रचारित प्रसारित किया जाना चाहिए। आन्तरिक शिकायत समिति यदि यह निष्कर्ष निकालती है कि लगाए गए अभियोग असत्य, थे, विद्वेषपूर्ण थे अथवा यह जानते हुए भी कि वह शिकायत असत्य अथवा जाली है अथवा भ्रामक सूचना को उस पड़ताल के दौरान उपलब्ध कराया गया है तो शिकायतकर्ता विनियम (10) के उप विनियम (1) के तहत दण्डित किये जाने के लिए बाध्य होगा यदि शिकायतकर्ता एक कर्मचारी है, तथा यदि वह अपराधकर्ता एक छात्र है तो वह इस विनियम की उप-विनियम (2) के प्रावधानों के अनुसार सजा के लिए बाध्य होगा तथापि किसी भी शिकायत को प्रमाणित करने अथवा उसके लिए पर्याप्त सबूत उपलब्ध न कर पाने का आधार, शिकायतकर्ता के विरुद्ध कार्यवाई करने का कारण नहीं माना जा सकता है। शिकायतकर्ता द्वारा द्वेषपूर्ण उद्देश्य से दायर शिकायत की जाँच पड़ताल द्वारा तय किया जाना चाहिए तथा इस बारे में किसी कार्यवाई की सिफारिश किए जाने से पूर्व इस विषय में निर्धारित प्रणाली के अनुसार जाँच की जानी चाहिए;

12. गैर अनुपालन के परिणाम:—

- (1) ऐसे संस्थान जो जानबूझकर अथवा बारंबार उन दायित्वों तथा कर्तव्यों के अनुपालन में असमर्थ बना रहता है जिन्हें कर्मचारियों एवं छात्रों के प्रति लैंगिक उत्पीड़न के निराकरण, निषेध एवं समाधान हेतु निर्धारित किया गया है, तो इस स्थिति में आयोग विधिवत नोटिस देकर निम्न में से किसी एक अथवा इससे अधिक बिन्दुओं पर कार्यवाई करेगा:—
- (अ) विश्वविद्यालय अनुदान आयोग अधिनियम 1956 की धारा 12(बी) के अन्तर्गत की गई घोषणा जो पात्रता दिये जाने के विषय में है, उसका आहरण किया जाना;
- (ब) आयोग द्वारा अधिनियम 1956 की धारा 2 (एफ) के अन्तर्गत अनुरक्षित सूची में से उस विश्वविद्यालय अथवा महाविद्यालय का नाम हटाना;
- (स) संस्थान को आबंटित किसी भी अनुदान को रोक देना;
- (द) आयोग को किसी भी सामान्य अथवा विशेष सहायता कार्यक्रमों के अन्तर्गत किसी भी सहायता को प्राप्त करने के लिए उस संस्थान को अपात्र घोषित किया जाना;
- (ई) जन साधारण को, एवं रोजगार अथवा प्रवेश के इच्छुक भावी प्रत्याशियों को एक ऐसे नोटिस द्वारा सूचित करना जो समाचार पत्रों में प्रमुख रूप से दर्शाया गया है अथवा उपयुक्त मीडिया में दर्शाया गया है तथा आयोग की वेबसाइट पर प्रदर्शित किया गया है तथा जिस नोटिस में घोषणा की गई है कि वह संस्थान लैंगिक उत्पीड़न के विरुद्ध शून्य सहनशीलता नीति, मतव जवसमतंदबम चवसपबलद्ध का समर्थन नहीं करता है;
- (एफ) यदि वह एक महाविद्यालय है तो उसके सम्बद्ध विश्वविद्यालय द्वारा उसकी सहसम्बद्धता को आहरित करने की अनुशंसा के लिये कहें;

- (जी) यदि वह एक मानित विश्वविद्यालय संस्थान है तो केन्द्र सरकार को उस मानित विश्वविद्यालय के आहरण की अनुशंसा करना;
- (एच) यदि वह किसी राज्य अधिनियम के अन्तर्गत स्थापित अथवा नियमित विश्वविद्यालय है तो उसके इस स्तर को आहरित करने के लिए उपयुक्त राज्य सरकार को सिफारिश करना;
- (आई) जैसे कि विश्वविद्यालय अनुदान आयोग अधिनियम 1956 के अन्तर्गत प्रावधान किया जाना हो तदनुसार अपने अधिकारों के अनुसार यथोचित रूप से ऐसी समयावधि के लिए दण्ड प्रदान कर सकता है जिस समय तक वह संस्थान इन विनियमों में निर्धारित प्रावधानों का अनुपालन नहीं करता है;
- (जे) इन विनियमों के अन्तर्गत आयोग द्वारा उस समय तक कार्रवाई नहीं की जाएगी जब तक कि संस्थान को अपना पक्ष प्रस्तुत करने के लिए प्रदत्त सुअवसर के आधार पर उनकी सुनवाई कर ली गई हो;

[विज्ञापन—III/4/असा./53]

जसपाल एस. संघु, सचिव, यूजीसी

MINISTRY OF HUMAN RESOURCE DEVELOPMENT

(University Grants Commission)

NOTIFICATION

New Delhi, the 2nd May, 2016

University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015

No. F. 91-1/2013(TFGS).—In exercise of the powers conferred by clause (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956 (3 of 1956), read with sub-section (1) of Section 20 of the said Act, the University Grants Commission hereby makes the following regulations, namely:-

1. **Short title, application and commencement.**—(1) These regulations may be called the University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015.
 - (2) They shall apply to all higher educational institutions in India.
 - (3) They shall come into force on the date of their publication in the Official Gazette.
2. **Definitions.**—In these regulations, unless the context otherwise requires,-
 - (a) "aggrieved woman" means in relation to work place, a woman of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;
 - (b) 'Act' means the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013);
 - (c) "campus" means the location or the land on which a Higher Educational Institution and its related institutional facilities like libraries, laboratories, lecture halls, residences, halls, toilets, student centres, hostels, dining halls, stadiums, parking areas, parks-like settings and other amenities like health centres, canteens, Bank counters, etc., are situated and also includes extended campus and covers within its scope places visited as a student of the HEI including transportation provided for the purpose of commuting to and from the institution, the locations outside the institution on field trips, internships, study tours, excursions, short-term placements, places used for camps, cultural festivals, sports meets and such other activities where a person is participating in the capacity of an employee or a student of the HEI;

- (d) "Commission" means the University Grants Commission established under section 4 of the University Grants Commission Act, 1956 (3 of 1956);
- (e) "covered individuals" are persons who have engaged in protected activity such as filing a sexual harassment charge, or who are closely associated with an individual who has engaged in protected activity and such person can be an employee or a fellow student or guardian of the offended person;
- (f) "employee" means a person as defined in the Act and also includes, for the purposes of these Regulations trainee, apprentice (or called by any other name), interns, volunteers, teacher assistants, research assistants, whether employed or not, including those involved in field studies, projects, short-visits and camps;
- (g) "Executive Authority" means the chief executive authority of the HEI, by whatever name called, in which the general administration of the HEI is vested. For public funded institutions the Executive Authority means the Disciplinary Authority as indicated in Central Civil Services (Classification, Control and Appeal) Rules, 1965 or its equivalent rules;
- (h) "Higher Educational Institution" (HEI) means a university within the meaning of clause (j) of section 2, a college within the meaning of clause(b) of sub-section (1) of section 12A and an institution deemed to be a University under section 3 of the University Grants Commission Act, 1956 (3 of 1956);
- (i) "Internal Complaints Committee" (ICC) means Internal Complaints Committee to be constituted by an HEI under sub regulation (1) of regulation 4 of these regulations. Any existing body already functioning with the same objective (like the Gender Sensitization Committee Against Sexual Harassment (GSCASH)) should be reconstituted as the ICC;
- Provided that in the latter case the HEI shall ensure that the constitution of such a Body is as required for ICC under these regulations. Provided further that such a Body shall be bound by the provisions of these regulations;
- (j) "protected activity" includes reasonable opposition to a practice believed to violate sexual harassment laws on behalf of oneself or others such as participation in sexual harassment proceedings, cooperating with an internal investigation or alleged sexual harassment practices or acting as a witness in an investigation by an outside agency or in litigation;
- (k) "sexual harassment" means-

- (i) "An unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates or creates a hostile and intimidating environment or is calculated to induce submission by actual or threatened adverse consequences and includes any one or more or all of the following unwelcome acts or behaviour (whether directly or by implication), namely;-
- any unwelcome physical, verbal or non verbal conduct of sexual nature;
 - demand or request for sexual favours;
 - making sexually coloured remarks
 - physical contact and advances; or
 - showing pornography"
- (ii) any one (or more than one or all) of the following circumstances, if it occurs or is present in relation or connected with any behaviour that has explicit or implicit sexual undertones-
- implied or explicit promise of preferential treatment as quid pro quo for sexual favours;
 - implied or explicit threat of detrimental treatment in the conduct of work;
 - implied or explicit threat about the present or future status of the person concerned;
 - creating an intimidating offensive or hostile learning environment;
 - humiliating treatment likely to affect the health, safety dignity or physical integrity of the person concerned;

- (l) "student" means a person duly admitted and pursuing a programme of study either through regular mode or distance mode, including short-term training programmes in a HEI;
 Provided that a student who is in the process of taking admission in HEIs campus, although not yet admitted, shall be treated, for the purposes of these regulations, as a student of that HEI, where any incident of sexual harassment takes place against such student;
 Provided that a student who is a participant in any of the activities in a HEI other than the HEI where such student is enrolled shall be treated, for the purposes of these regulations, as a student of that HEI where any incident of sexual harassment takes place against such student;
- (m) "third Party Harassment" refers to a situation where sexual harassment occurs as a result of an act or omission by any third party or outsider, who is not an employee or a student of the HEI, but a visitor to the HEI in some other capacity or for some other purpose or reason;
- (n) "victimisation" means any unfavourable treatment meted out to a person with an implicit or explicit intention to obtain sexual favour;
- (o) "workplace" means the campus of a HEI including-
- (a) Any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate HEIs;
 - (b) Any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereof in HEIs;
 - (c) Any place visited by the employee or student arising out of or during the course of employment or study including transportation provided by the Executive Authority for undertaking such journey for study in HEIs.

3. Responsibilities of the Higher Educational Institution- (1) Every HEI shall,-

- (a) Wherever required, appropriately subsume the spirit of the above definitions in its policy and regulations on prevention and prohibition of sexual harassment against the employees and the students, and modify its ordinances and rules in consonance with the requirements of the Regulations;
- (b) publicly notify the provisions against sexual harassment and ensure their wide dissemination;
- (c) organise training programmes or as the case may be, workshops for the officers, functionaries, faculty and students, as indicated in the SAKSHAM Report (Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses) of the Commission, to sensitize them and ensure knowledge and awareness of the rights, entitlements and responsibilities enshrined in the Act and under these regulations;
- (d) act decisively against all gender based violence perpetrated against employees and students of all sexes recognising that primarily women employees and students and some male students and students of the third gender are vulnerable to many forms of sexual harassment and humiliation and exploitation;
- (e) publicly commit itself to a zero tolerance policy towards sexual harassment;
- (f) reinforce its commitment to creating its campus free from discrimination, harassment, retaliation or sexual assault at all levels;
- (g) create awareness about what constitutes sexual harassment including hostile environment harassment and quid pro quo harassment;
- (h) include in its prospectus and display prominently at conspicuous places or Notice Boards the penalty and consequences of sexual harassment and make all sections of the institutional community aware of the information on the mechanism put in place for redressal of complaints pertaining to sexual

harassment, contact details of members of Internal Complaints Committee , complaints procedure and so on. Any existing body already functioning with the same objective (like the Gender Sensitization Committee Against Sexual Harassment (GSCASH)) should be reconstituted as the ICC;

Provided that in the latter case the HEI shall ensure that the constitution of such a Body is as required for ICC under these regulations. Provided further that such a Body shall be bound by the provisions of these regulations;

- (i) inform employees and students of the recourse available to them if they are victims of sexual harassment;
- (j) organise regular orientation or training programmes for the members of the ICC to deal with complaints, steer the process of settlement or conciliation, etc., with sensitivity;
- (k) proactively move to curb all forms of harassment of employees and students whether it is from those in a dominant power or hierarchical relationship within HEIs or owing to intimate partner violence or from peers or from elements outside of the geographical limits of the HEI;
- (l) be responsible to bring those guilty of sexual harassment against its employees and students to book and initiate all proceedings as required by law and also put in place mechanisms and redressal systems like the ICC to curb and prevent sexual harassment on its campus;
- (m) treat sexual harassment as a misconduct under service rules and initiate action for misconduct if the perpetrator is an employee;
- (n) treat sexual harassment as a violation of the disciplinary rules (leading up to rustication and expulsion) if the perpetrator is a student;
- (o) ensure compliance with the provisions of these regulations, including appointment of ICC, within a period of sixty days from the date of publication of these regulations;
- (p) monitor the timely submission of reports by the ICC;
- (q) prepare an annual status report with details on the number of cases filed and their disposal and submit the same to the Commission.

3.2 **Supportive measures.**—(1) The rules, regulations or any such other instrument by which ICC shall function have to be updated and revised from time-to-time, as court judgments and other laws and rules will continue to revise the legal framework within which the Act is to be implemented.

(2) The Executive Authority of the HEIs must mandatorily extend full support to see that the recommendations of the ICC are implemented in a timely manner. All possible institutional resources must be given to the functioning of the ICC, including office and building infrastructure (computers, photocopiers, audio-video, equipment, etc.), staff (typists, counselling and legal services) as, well as a sufficient allocation of financial resources.

(3) Vulnerable groups are particularly prone to harassment and also find it more difficult to complain. Vulnerability can be socially compounded by region, class, caste, sexual orientation, minority identity and by being differently abled. Enabling committees must be sensitive to such vulnerabilities and special needs.

(4) Since research students and doctoral candidates are particularly vulnerable the HEIs must ensure that the guidelines for ethics for Research Supervision are put in place.

(5) All HEIs must conduct a regular and half yearly review of the efficacy and implementation of their anti-sexual harassment policy.

- (6) All Academic Staff Colleges (now known as Human Resource Development Centres (HRDCs) and Regional Centres for Capacity Building (RCCBs) must incorporate sessions on gender in their orientation and refresher courses. This should be across disciplines, and preferably mainstreamed using the UGC SAKSHAM Report which provides indicative modules in this regard.
- (7) Orientation courses for administrators conducted in HEIs must have a module on gender sensitization and sexual harassment issues. Regular workshops are to be conducted for all sections of the HEI community.
- (8) Counselling services must be institutionalised in all HEIs and must have well trained full-time counsellors.
- (9) Many HEIs having large campuses have a deficit in lighting and are experienced as unsafe places by the institutional community. Adequate lighting is a necessary aspect of infrastructure and maintenance.
- (10) Adequate and well trained security including a good proportion or balance of women security staff is necessary. Security staff must receive gender sensitization training as a part of conditions of appointment.
- (11) HEIs must ensure reliable public transport, especially within large campuses between different sections of the HEI, hostels, libraries, laboratories and main buildings, and especially those that do not have good access for day scholars. Lack of safety as well as harassment is exacerbated when employees and students cannot depend on safe public transport. Reliable transport may be considered by HEIs to enable employees and students to work late in libraries, laboratories and to attend programmes in the evenings.
- (12) Residential HEIs should accord priority to construction of women's hostels. For the growing population of young women wishing to access higher education, hostel accommodation is desirable in both urban and rural areas and at all levels of higher education which provides a modicum of protection from harassment of all kinds.
- (13) Concern for the safety of women students must not be cited to impose discriminatory rules for women in the hostels as compared to male students. Campus safety policies should not result in securitization, such as over monitoring or policing or curtailing the freedom of movement, especially for women employees and students.
- (14) Adequate health facilities are equally mandatory for all HEIs. In the case of women this must include gender sensitive doctors and nurses, as well as the services of a gynaecologist.
- (15) The Women's Development Cells in colleges shall be revived and funded to be able to carry out the range of activities required for gender sensitization and remain autonomous of the functioning of anti sexual harassment committees and ICCs. At the same time they shall extend their activities to include gender sensitization programmes in consultation with ICCs and help to disseminate anti-sexual harassment policies on campuses on a regular basis. The 'cultural' space and the 'formal academic space' need to collaborate to render these workshops innovative, engaging and non-mechanical.
- (16) Hostel Wardens, Provosts, Principals, Vice Chancellors, Legal Officers and other functionaries must be brought within the domain of accountability through amendments in the rules or Ordinances where necessary.

4. Grievance redressal mechanism.—(1) Every Executive Authority shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment. The ICC shall have the following composition:-

- (a) A Presiding Officer who shall be a woman faculty member employed at a senior level (not below a Professor in case of a university, and not below an Associate Professor or Reader in case of a college) at the educational institution, nominated by the Executive Authority;

Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section 2(o);

Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organization;"

- (b) two faculty members and two non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Executive Authority;
- (c) Three students, **if the matter involves students**, who shall be enrolled at the undergraduate, master's, and research scholar levels respectively, elected through transparent democratic procedure;
- (d) one member from amongst non-government organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority.

- (2) At least one-half of the total members of the ICC shall be women.
- (3) Persons in senior administrative positions in the HEI, such as Vice- Chancellor, Pro Vice-Chancellors, Rectors, Registrar, Deans, Heads of Departments, etc., shall not be members of ICCs in order to ensure autonomy of their functioning.
- (4) The term of office of the members of the ICC shall be for a period of three years. HEIs may also employ a system whereby one-third of the members of the ICC may change every year.
- (5) The Member appointed from amongst the non-governmental organizations or associations shall be paid such fees or allowances for holding the proceedings of the Internal Committee, by the Executive Authority as may be prescribed.
- (6) Where the Presiding Officer or any member of the Internal Committee:
- (a) contravenes the provisions of section 16 of the Act; or
- (b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or
- (c) he has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or
- (d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Presiding Officer or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section."

5. Responsibilities of Internal Complaints Committee (ICC) - The Internal Complaints Committee shall:

- (a) provide assistance if an employee or a student chooses to file a complaint with the police;

- (b) provide mechanisms of dispute redressal and dialogue to anticipate and address issues through just and fair conciliation without undermining complainant's rights, and minimize the need for purely punitive approaches that lead to further resentment, alienation or violence;
- (c) protect the safety of the complainant by not divulging the person's identity, and provide the mandatory relief by way of sanctioned leave or relaxation of attendance requirement or transfer to another department or supervisor as required during the pendency of the complaint, or also provide for the transfer of the offender;
- (d) ensure that victims or witnesses are not victimised or discriminated against while dealing with complaints of sexual harassment; and
- (e) ensure prohibition of retaliation or adverse action against a covered individual because the employee or the student is engaged in protected activity.

6. The process for making complaint and conducting Inquiry – The ICC shall comply with the procedure prescribed in these Regulations and the Act, for making a complaint and inquiring into the complaint in a time bound manner. The HEI shall provide all necessary facilities to the ICC to conduct the inquiry expeditiously and with required privacy

7. Process of making complaint of sexual harassment - An aggrieved person is required to submit a written complaint to the ICC within three months from the date of the incident and in case of a series of incidents within a period of three months from the date of the last incident.

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee shall render all reasonable assistance to the person for making the complaint in writing:

Provided further that the ICC may, for the reasons to be accorded in the writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the person from filing a complaint within the said period."

Friends, relatives, Colleagues, Co-students, Psychologist, or any other associate of the victim may file the complaint in situations where the aggrieved person is unable to make a complaint on account of physical or mental incapacity or death.

8. Process of conducting Inquiry- (1) The ICC shall, upon receipt of the complaint, send one copy of the complaint to the respondent within a period of seven days of such receipt.

(2) Upon receipt of the copy of the complaint, the respondent shall file his or her reply to the complaint along with the list of documents, and names and addresses of witnesses within a period of ten days.

(3) The inquiry has to be completed within a period of ninety days from the receipt of the complaint. The inquiry report, with recommendations, if any, has to be submitted within ten days from the completion of the inquiry to the Executive Authority of the HEI. Copy of the findings or recommendations shall also be served on both parties to the complaint.

(4) The Executive Authority of the HEI shall act on the recommendations of the committee within a period of thirty days from the receipt of the inquiry report, unless an appeal against the findings is filed within that time by either party.

(5) An appeal against the findings or /recommendations of the ICC may be filed by either party before the Executive Authority of the HEI within a period of thirty days from the date of the recommendations.

(6) If the Executive Authority of the HEI decides not to act as per the recommendations of the ICC, then it shall record written reasons for the same to be conveyed to ICC and both the parties to the proceedings. If on the other hand it is decided to act as per the recommendations of the ICC, then a show cause notice, answerable within ten days, shall be served on the party against whom action is decided to be taken. The Executive Authority of the HEI shall proceed only after considering the reply or hearing the aggrieved person.

(7) The aggrieved party may seek conciliation in order to settle the matter. No monetary settlement should be made as a basis of conciliation. The HEI shall facilitate a conciliation process through ICC, as the

case may be, once it is sought. The resolution of the conflict to the full satisfaction of the aggrieved party wherever possible, is preferred to purely punitive intervention.

(8) The identities of the aggrieved party or victim or the witness or the offender shall not be made public or kept in the public domain especially during the process of the inquiry.

9. Interim redressal-The HEI may,

- (a) transfer the complainant or the respondent to another section or department to minimise the risks involved in contact or interaction, if such a recommendation is made by the ICC;
- (b) grant leave to the aggrieved with full protection of status and benefits for a period up to three months;
- (c) restrain the respondent from reporting on or evaluating the work or performance or tests or examinations of the complainant;
- (d) ensure that offenders are warned to keep a distance from the aggrieved, and wherever necessary, if there is a definite threat, restrain their entry into the campus;
- (e) take strict measures to provide a conducive environment of safety and protection to the complainant against retaliation and victimisation as a consequence of making a complaint of sexual harassment.

10. Punishment and compensation- (1) Anyone found guilty of sexual harassment shall be punished in accordance with the service rules of the HEI, if the offender is an employee.

(2) Where the respondent is a student, depending upon the severity of the offence, the HEI may,-

- (a) withhold privileges of the student such as access to the library, auditoria, halls of residence, transportation, scholarships, allowances, and identity card;
 - (b) suspend or restrict entry into the campus for a specific period;
 - (c) expel and strike off name from the rolls of the institution, including denial of readmission, if the offence so warrants;
 - (d) award reformatory punishments like mandatory counselling and, or, performance of community services.
- (3) The aggrieved person is entitled to the payment of compensation. The HEI shall issue direction for payment of the compensation recommended by the ICC and accepted by the Executive Authority, which shall be recovered from the offender. The compensation payable shall be determined on the basis of-
- (a) mental trauma, pain, suffering and distress caused to the aggrieved person;
 - (b) the loss of career opportunity due to the incident of sexual harassment;
 - (c) the medical expenses incurred by the victim for physical, psychiatric treatment;
 - (d) the income and status of the alleged perpetrator and victim; and
 - (e) the feasibility of such payment in lump sum or in instalments.

11. Action against frivolous complaint.—To ensure that the provisions for the protection of employees and students from sexual harassment do not get misused, provisions against false or malicious complaints have to be made and publicised within all HEIs. If the ICC concludes that the allegations made were false, malicious or the complaint was made knowing it to be untrue, or forged or misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the provisions of sub-regulations (1) of regulations 10, if the complainant happens to be an employee and as per sub-regulation (2)

of that regulation, if the complainant happens to be a student. However, the mere inability to substantiate a complaint or provide adequate proof will not attract attention against the complainant. Malicious intent on the part of the complainant shall not be established without an inquiry, in accordance with the procedure prescribed, conducted before any action is recommended.

12. Consequences of non-compliance.—(1) The Commission shall, in respect of any institution that will fully contravenes or repeatedly fails to comply with the obligations and duties laid out for the prevention, prohibition and redressal of sexual harassment of employees and students, take one or more of the following actions after providing due notice: -

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the University Grants Commission Act, 1956.
 - (b) removing the name of the university or college from the list maintained by the Commission under clause (f) of section 2 of said Act, 1956;
 - (c) withholding any grant allocated to the institution;
 - (d) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission;
 - (e) informing the general public, including potential candidates for employment or admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not provide for a zero tolerance policy against sexual harassment;
 - (f) recommending the affiliating university for withdrawal of affiliation, in case of a college;
 - (g) recommending the Central Government for withdrawal of declaration as an institution deemed to be university, in case of an institution deemed to be university;
 - (h) recommending the appropriate State Government for withdrawal of status as university in case of a university established or incorporated under a State Act.
 - (i) taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the University Grants Commission Act, 1956 for such duration of time till the institution complies with the provisions of these regulations.
- (2) No action shall be taken by the Commission under these regulations unless the Institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

[Advt.-III/4/Exty./53]

JASPAL S. SANDHU, Secy. UGC

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
New Delhi**

NOTIFICATION

Dated 01-07-2009

**Sub:Prevention and prohibition of Ragging in technical Institutions,
Universities including Deemed to be Universities imparting technical
education.**

F.No.37-3/Legal/AICTE/2009 – In exercise of the powers conferred under Section 23 read with Section 10 (b), (g), (p) and (q) of AICTE Act, 1987, the All India Council for Technical Education, hereby makes the following Regulations:-

1. Short title and commencement:-

- (i) These Regulations may be called the All India Council for Technical Education (Prevention and Prohibition of Ragging in Technical Institutions, Universities including Deemed to be Universities imparting technical education) Regulations 2009.
- (ii) They shall come into force on the date of the notification.

2. Objectives:-

In view of the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such 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, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the All India Council for Technical Education,(AICTE) brings forth these Regulations.

3. Definitions:-

- (a) “**Act**” means the All India Council for Technical Education Act 1987 (52 of 1987);
- (b) “**Technical Institution**” means an institution of Government, Government Aided and Private (self financing) conducting the courses/programmes in the field of technical education, training and research in Engineering, Technology including MCA, Architecture, Town Planning, Management, Pharmacy, Hotel Management & Catering Technology, Applied Arts & Crafts and such other programmes and areas as notified by the Council from time to time;
- (c) “**University**” means a University defined under clause (f) of section 2 of the University Grants Commission Act, 1956 and includes an institution deemed to be a University under section 3 of that Act.
- (d) “**Academic year**” means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
- (e) “**Head of the institution**” means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
- (f) “**Fresher**” means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
- (g) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1887, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1887, as the case may be. And
- (h) All other words and expressions used herein and not defined but defined in the All India Council for Technical Education Act, 1987 (52 of 1987), shall have the meanings respectively assigned to them in the said Act;

4 **What constitutes Ragging:** - Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. 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;
- h. any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. 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.

5. Measures for prevention of ragging:-

It shall be mandatory for every technical Institution, University, deemed to be University imparting technical education to take following measures for prevention of ragging at such institutions.

1. The advertisement issued for admission by a technical institution, University including Deemed to be University concerned and/or the admission authority/ affiliating University/State Govt./UT/Central Govt. as the case may be, shall clearly mention that ragging is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished.
2. The 'Prospectus' and other admission related documents shall contain directions of the Supreme Court Affiliating University/admission Authority/State Govt/Central Govt. shall make it mandatory for the institutions under their jurisdiction to compulsorily incorporate such information in their 'Prospectus'. These Regulations shall be printed in the brochure of admission/instruction booklet for candidates.
3. The application form for admission/enrolment shall have a printed affidavit, preferably both in English and Hindi and/or in one of the regional languages. The affidavit should be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.
4. The application form shall also contain a printed affidavit, preferably both in English and Hindi and/or in one of the regional languages and the affidavit should be signed by the parent/guardian of the applicant to the effect that he/she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/her ward in case the latter is found guilty of ragging and/or abetting ragging.
5. The application for admission shall be accompanied by a document along with the School Leaving Certificate/Character Certificate which shall include a report on the behavioral patten of the applicant, so that the institution can thereafter keep intense watch upon the student who has a negative entry in this regard.
6. A student seeking admission to the hostel shall have to submit another affidavit along with his/her application for hostel accommodation that he/she is also aware of the law in this regard and agrees to abide by the punishments meted out if he/she is found guilty of ragging and/or abetting ragging.
7. Every technical institution, University including Deemed to be University imparting technical education shall maintain a proper record of the affidavits obtained to ensure its safe up keep thereof,including digital copies of the affidavits and such digital copy should be made available to the AICTE or to an Agency identified/nominated by AICTE.

8. The AICTE or an Agency identified/nominated for the purpose and affiliating Universities and Directorate of Technical Education of the concerned State Govt./UT shall maintain an appropriate data base of the affidavits in the digital form obtained from every student at the time of admission to the technical institutions, Universities including Deemed to be Universities imparting technical education.
9. Each batch of freshers should be divided into small groups and each such group shall be assigned to a member of staff. Such staff member should interact individually with each member of the group on daily basis to ascertain the problems/difficulties, if any faced by the freshers in the Institution and extend necessary help.
10. Incase of freshers admitted to a Hostel it shall be the responsibility of the teacher incharge of the group to co-ordinate with the warden of the Hostel and to make surprise visits to the rooms in the hostel where the members of the group are lodged. Freshers should be lodged in a separate hostel block wherever possible and where such facilities are not available, the college/institution shall ensure that seniors' access to freshers' accommodation is strictly monitored by wardens, Security Guards and Staff.
11. Every institution should engage or seek the assistance of professional counselors at the time of admissions to counsel 'freshers' in order to prepare them for the life ahead, particularly for adjusting to the life in hostels. At the commencement of the academic session the Head of the technical Institution, University including Deemed to be University imparting technical education shall convene and address a meeting of various functionaries/agencies, like Wardens, representatives of students, parents/guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging and steps to be taken to identify the offenders and punish them suitably.
12. Every fresher admitted to the technical Institution, University including Deemed to be University imparting technical education shall be given a printed information booklet detailing when and whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committee, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc.
13. The technical institutions, University including Deemed to be University imparting technical education through the information booklet mentioned

above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.

14. The information booklet mentioned above shall also tell the freshers about their rights as bona fide students and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
15. The information booklet mentioned above shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of juniors with the academic environment of the institution.
16. To make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, big posters (preferably with different colors for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
17. The technical Institution, University including Deemed to be University imparting technical education shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institutions 's resolve to ban ragging and punish those found guilty without fear or favor.
18. The technical Institution, University including Deemed to be University imparting technical education shall identify, properly illuminate and man all vulnerable locations.
19. The technical Institution, University including Deemed to be University imparting technical education shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
20. The technical Institution, University including Deemed to be University imparting technical education shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, information booklets, seminars, street plays, etc.

21. The faculties/departments/units of the technical Institution, University including Deemed to be University imparting technical education shall have induction arrangements (including those which anticipate, identify and plan to meet any special needs of any specific section of students) in place well in advance of the beginning of the academic year with a clear sense of the main aims and objectives of the induction process.
22. Mobile Phones and other communication devices may be permitted in residential areas including hostels to provide access to the students particularly freshers, to reach out for help from teachers, parents and Institution authorities.

6. Monitoring mechanism in technical institution, University including Deemed to be University imparting technical education:-

- a) **Anti-ragging Committee:** Every institution University including Deemed to be University imparting technical education shall constitute a Committee to be known as the Anti-ragging Committee to be nominated and headed by the Head of the Institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of level as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- c) **Anti-Ragging Squad:** Every institution University including Deemed to be University imparting technical education shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.
- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging and shall be empowered to inspect such places.

- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incidents of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action. Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incidents of ragging, and considerations such other relevant information as may be required.
- f) **Mentoring Cell:** Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) **Monitoring Cell on Ragging:-** The State Govt./UT and the affiliating University shall set up a Monitoring Cell on Ragging to coordinate with the institutions to monitor the activities of the Anti-Ragging Committees, Squads, and Mentoring Cells, regarding compliance with the instructions on conducting orientation programmes, counseling sessions, etc., and regarding the incidents of ragging, the problem faced by wardens and other officials, etc. This Cell shall also review the efforts made by such institutions to publicize anti-ragging measures, cross-verify the receipt of affidavits from candidates/students and their parents/guardians every year, and shall be the prime mover for initiating action by the University authorities to suitably amend the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti ragging measures at the level of the institution.
- h) The Monitoring Cell shall coordinate with the the institutions, universities including deemed to be universities imparting technical education to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti-Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the Anti-Ragging Committees etc.

- i) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violation; and shall function as the prime mover for initiating action for amending the Statues or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.

7. Action to be taken against the Principal or the Head of the Institution/Faculty Members/Non-Teaching staff of technical institution, Universities including Deemed to be Universities imparting technical education.

1. The Head of the Institution along with other administrative authorities should take adequate measures for prevention of ragging. Any lapse on the part of these authorities shall make them liable for criminal action for negligence of duty. The technical Institution, University including Deemed to be University imparting technical education should incorporate a clause in their letter of appointment that the Director, Faculty and other administrative Heads should ensure all possible steps for prevention of ragging in the premises of the educational institutions, and that they are liable for action, in case of non-compliance.
2. The Principal or Head of the Institution/Department shall obtain an affidavit from every employee of the Institution including teaching/non-teaching staff, contract labor employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the building, lawns etc. that he/she would report promptly any case of ragging which comes to his/her notice. A provision shall be made in the service rules for issuing certificates of appreciation to such members of the staff who report ragging which will form part of their service records.
3. Departmental enquiries shall be initiated, in addition to penal consequences against such heads of the Institution/Faculty members/non-teaching staff who display an apathetic or insensitive attitude towards complaints of ragging and would not take timely steps in the prevention of ragging and punishing those who rag.
4. The Principal or the Head of the Institution/Faculty Members/Non-Teaching staff, if found negligent in taking necessary measures for ensuring safety of students and preventing the ragging would be declared unfit for holding any post in any technical institution, University including Deemed to be University imparting technical education.

8. Actions to be taken against students for indulging and abetting ragging in technical institutions Universities including Deemed to be University imparting technical education:-

1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.
2. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
3. The Anti-Ragging Committee of the institution 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.
4. a) 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 period ranging from 1 to 4 semesters
 - (ix) Expulsion from the institution and consequent debarring from admission to any other 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 raggars.
- b) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,

- i. In case of an order of an institution, affiliated to or constituent part, of the University, to the Vice-Chancellor of the University;
 - ii. In case of an order of a University, to its Chancellor.
 - iii. In case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.
5. The institutional authorities shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council from time to time.

9 Action to be taken against the technical Institution, University including Deemed to be University imparting technical education which fail to take measures for prevention of ragging:-

1. Role of the concerned technical institutions, Universities including Deemed to be Universities imparting technical education shall be open to scrutiny for the purpose of finding out whether they have taken effective steps for preventing ragging and action taken against provision indulged and/or abetting ragging. The Council shall constitute Committees to inspect technical institutions, Universities including Deemed to be Universities imparting technical education to verify the status of anti ragging measures and to investigate specific instances of ragging and take appropriate action.
2. The technical Institution, University including Deemed to be University imparting technical education should submit an affidavit along with its compliance report submitted to AICTE annually with details of measures taken for prevention of ragging in technical institutions. The Compliance Report should also contain the details of the instances of ragging and action taken against students, and others for indulging and abetting ragging.
3. All Letters of Approval issued by AICTE such as extension of approval letters, letters issued for additional courses/increase in intake and letters issued for new technical institutions, release of grants, letters of approval issued to integrated campus, second shift etc. shall contain a specific clause of prevention of ragging.
4. The AICTE shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one of more of the following measures, namely;

- i. No admission/Withdrawal of approval granted under section 10(k) of AICTE Act.
 - ii. Withholding any grant allocated.
 - iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the AICTE.
 - iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the AICTE, declaring that the institution does not possess the minimum academic standards.
 - v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.
5. As regards the Universities including Deemed to be Universities imparting technical education the actions proposed to be taken such as stopping release of grants, withdrawal of approval/recognition will be sent to University Grants Commission (UGC), Ministry of Human Resource Development (MHRD), Govt. of India and the concerned State Govt./UT. The UGC, MHRD Govt. of India, and the State Govt./UT concerned shall initiate immediate action on the recommendations of the Council.

10. Duties and Responsibilities of the All India Council for technical Education:-

- a) All India Council for technical Education, or the Central Government or the agency authorized for the purpose shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
- b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.

- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti-ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- f) The All India Council for technical Education, the Central Government or the agency authorized for the purpose shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- g) The All India Council for technical Education, the Central Government or the agency authorized for the purpose shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorized by the All India Council for technical Education/Central Government.

11. The All India Council for technical Education shall take the following regulatory steps, namely;

- a) The All India Council for technical Education shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.
- b) The All India Council for technical Education shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The All India Council for technical Education shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the All India Council for technical Education, that the institution has complied with the anti-ragging measures.

- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by National Board of Accreditation or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The All India Council for technical Education shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the All India Council for technical Education/Central Government and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- f) The All India Council for technical Education shall institute an Anti-Ragging Cell within the AICTE as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cells and University Level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the All India Council for technical Education/central Government.

(Member Secretary)

Anti-Ragging Measures

Anti-Ragging Measures to be initiated by all Educational Institutions affiliated to Osmania University

As you are aware, ragging in educational institutions has become a menace in recent years. Ragging is prohibited under the Andhra Pradesh Prohibition of Ragging Act, 1997 and it is also punishable under various provisions of the Indian Penal Code, 1860. The apex Court has taken a serious note of this menace and issued number of directives in February and May of 2009. The Regulators of higher education like the UGC and the AICTE have also acted promptly by making the necessary Rules and Regulations to curb the menace of ragging in all the educational institutions.

Osmania University has formulated an anti-Ragging Policy in accordance with the above Act, Directions and Guidelines to ensure that ragging is rooted out in all the educational institutions including the campus, constituent and affiliated colleges. The necessary information for initiating and institutionalizing the Anti-ragging measures in your college is contained in the booklet enclosed and circulated among all the educational institutions. You are hereby requested to initiate the following measures to make your college a ragging free zone.

- a) Constitute Anti-Ragging Committee (ARC), Anti Ragging Squads (ARS), and Mentoring and counseling Cells (MC) in your College as per the guidelines enclosed
- b) Send a letter to parents/guardians of the all students explaining the adverse effect of ragging and the Anti-Ragging Measures initiated by your institution
- c) Conduct Joint Sensitization Programmes (JSP) and Counseling of Fresher's and seniors by a Professional Counselor during the first two weeks of the academic year
- d) Conduct similar Programmes in the Hostels attached your college
- e) Conduct cultural, Sports and other activities involving both the junior and senior students
- f) Give wide publicity to prevention, prohibition and punishment in respect of ragging
- g) Conduct induction programmes for the fresher's only during the first two weeks of the proforma enclosed; and
- h) Take affidavits and undertakings from students, parents and Staff members in the Proforma enclosed; and
- i) Give Feedback regarding the Anti-Ragging Measures initiated in your college, incidents of ragging if any in your college and the action taken by the institution in The prescribed proforma, weekly during the first three months of the academic year And every month thereafter.

Please note that under Regulation 9.2 of the UGC Regulations mentioned supra

Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

I. Withdrawal of affiliation/recognition or other privileges conferred.

II. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University. Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.

III. Withholding grants allocated to it by the university, if any

IV. Withholding any grants channelized through the university to the institution.

V. Any other appropriate penalty within the powers of the university.

You are therefore requested to take all the measures necessary to curb the menace of ragging promptly, scrupulously and effectively.

REGISTRAR

Enclosed:

- 1. Anti-Ragging Policy of Osmania University*
- 2. Annexure I to VI*

ANTI RAGGING POLICY OF OSMANIA UNIVERSITY (PROHIBITION, PREVENTION AND PUNISHMENT)

Expansion, Relevance, Access, Quality and Inclusiveness is an essential part of Development Initiatives of the Osmania University. The University is making sincere efforts to promote interdisciplinary research and academic programs to emerge as a center of knowledge production, knowledge use and knowledge dissemination to meet the knowledge challenges of 21st Century by upgrading institutional capacity and its talented pool of human resources.

Osmania University is striving to provide opportunity to all categories of students to pursue quality higher education through inclusiveness in order to achieve equity and access to develop a society that is just equal and free from any prejudice towards anybody in acquiring knowledge, skills, competency and values to progress with peace and prosperity.

Osmania University has 100 years of rich legacy of academic excellence and is conscious of its responsibility to train socially relevant graduate man power and grooming leaders, who can generate ideas, involves in discovery research and transmit the knowledge for wealth creation with sense of values and human dignity.

Osmania University is aware of the ragging menace in the campuses of colleges and follows the UGC Regulations, Court Directives and State Act in letter and spirit to ban the any and all sorts of ragging activities in the campus, constituent and affiliated colleges. Accordingly it has initiated to take stringent action against the perpetrators by strictly enforcing the measures to prohibit, prevent and punishment for ragging.

Ragging, as defined by the Honorable Supreme Court of India in its landmark judgment in 2001, is

“Any disorderly conduct whether by words spoken or written or by an act which has the effect of 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.”

As per Clause – 3, UGC Regulations 2009

Ragging is an Act of Abuse by Spoken or Written Words or e-Mails or Post, Teasing or Treating Rudely with the Fresher to cause Psychological Harm, Public Insult, raise Fear or Threat or Disruption or Physical Injury, Forcing to Entertain or Financial Extortion, asking to perform Lewd Acts, Exploitation of Services, Outrage of Modesty or Sexual Assault, creating Annoyance or Apprehension or Intimidation, showing of power or authority or superiority to derive sadistic thrill or perverted pleasure by Senior Students or any conduct that affects the mental health and self-confidence of a fresher or any other Student.

UGC has notified the 3rd Amendment in UGC Regulations on 29th June, 2016 to expand the definition of ragging by the including the following: -

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.

As per the Section 2 (e) of A.P Prohibition of Ragging Act, 1997

“Ragging’ means doing an act which causes or is likely to cause insult or annoyance of fear or apprehension or threat or intimidation or outrage of modesty or injury to a student.

The offence of the ragging is not only punishable under section 4 of Andhra Pradesh Prohibition of Ragging Act 1997 but also under various provisions of the Indian Penal Code (IPC), 1860 (Act 45 of 1860) and is a Cognizable Offence.

I. Factors enlisted by the Dr Raghavan Committee on effective prevention of ragging in educational institutions:

1. Primary responsibility for curbing ragging rests with academic institutions themselves.
2. Ragging adversely impacts the standards of higher education.
3. Incentives should be available to institutions for curbing the menace and there should be disincentives for failure to do so.
4. Enrolment in academic pursuits or a campus life should not immunize any adult citizen from penal provisions of the laws of the land.
5. Ragging needs to be perceived as failure to inculcate human values from the schooling stage.
6. Behavioral patterns among students, particularly potential ‘raggers’, need to be identified.
7. Measures against ragging must deter its recurrence.
8. Concerted action is required at the level of the school, higher educational institution, and district administration, University, State and Central Governments to make any curb effective.
9. Media and the civil society should be involved in this exercise.

II. Directions given by the Supreme Court.

1. The punishment to be meted out has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.

2. Every single incident of ragging where the victim or his parent/guardian or the Head of Institution is not satisfied with the Institutional arrangement for action, a First Information Report (FIR) must be filed without exception by the Institutional authorities with the local police authorities. Any failure on the part of the institutional authority or negligence or deliberate delay in lodging the FIR with the local police shall be construed to be an act of culpable negligence on the part of the institutional authority. If any victim or his parent/guardian of ragging intends to file FIR directly with the police, that will not absolve the institutional authority from the requirement of filing the FIR.

3. In the prospectus to be issued for admission by educational institutions, it shall be clearly stipulated that in case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he shall be expelled from the educational institution.

4. It shall be the collective responsibility of the authorities and functionaries of the concerned institution and their role shall also be open to scrutiny for the purpose of finding out whether they have taken effective steps for preventing ragging and in case of their failure, action can be taken; for example, denial of any grant-in-aid or assistance from the State Governments.

5. Anti-ragging committees and squads shall be forthwith formed by the institutions and it shall be the job of the committee or the squad, as the case may be, to see that the committee's recommendations, more particularly those noted above, are observed without exception and if it is noticed that there is any deviation, the same shall be forthwith brought to the notice of this court.

6. The committee constituted pursuant to the order of this court shall continue to monitor the functioning of the anti-ragging committees and the squads to be formed. They shall also monitor the implementation of the recommendations to which reference has been made above.

III Position under the Andhra Pradesh Prohibition of Ragging Act, 1997

Section – 4: What constitutes Ragging and Punishment?

Whoever, with the intention of causing ragging or with the knowledge that he is likely by such act to cause ragging, commits or abets ragging and thereby –

(i) Teases or embarrasses or humiliates a student shall be punished with imprisonment for a term which may extend to 6 months or with fine which may extend to one thousand rupees or with both; or

(ii) Assaults or uses criminal force to or criminally intimidates, a student shall be punished with imprisonment for a term which may extend to 1 year or with fine which may extend to two thousand rupees or with both; or

(iii) Wrongfully restrains or wrongfully confines or causes hurt to a student shall be punished with imprisonment for a term which may extend to 2 years or with fine which may extend to five thousand rupees or with both; or

(iv) Causes grievous hurt to or kidnaps or abducts or rapes or commits unnatural offence with a student shall be punished with imprisonment for a term which may extend to 5 yrs and with fine which may extend to ten thousand rupees; or

(v) Causes death or abets suicide shall be punished with imprisonment for life or with imprisonment for a term which may extend to ten years and with a fine which may extend to fifty thousand rupees.

Section – 5: Effects of Punishment for Ragging

(1) A student convicted of an offence under Section 4 and punished with imprisonment for a term shall be dismissed from the educational institution.

(2) A student convicted of an offence under Section 4 and punished with imprisonment for a term of more than six months shall not be admitted in any other educational institution.

IV RAGGING –A VIOLATION OF HUMAN RIGHTS

Ragging in any form is not only an offence but it is also a violation of human rights of the victim. The Protection of Human Rights Act, 1993 defines “Human Rights” as ‘the rights relating to life, liberty, equality and dignity of the individual guaranteed by the constitution or embodied in the International Covenants and enforceable by courts in India’.

There is a well-established statutory mechanism in India to enforce the Human Rights. A victim of ragging can approach the State Human Rights Commission, the State Commission for Scheduled Castes and Scheduled Tribes, the State Minorities Commission and also the State Commission for Women, under the provisions of the Protection of Human Rights Act, 1993. These commissions are empowered to inquire into the complaints, call for information or report from the Government or any or any other authority or organization, and may take any of the following steps upon the completion of an inquiry held namely:

(1) Where the inquiry discloses, the commission of violation of human rights or negligence in the prevention of violation of human rights by a public servant, it may recommend to the concerned Government or authority the initiation of proceedings for prosecution or such other action as the Commission may deem fit against the concerned person or persons;

(2) Approach the Supreme Court or the High Court concerned for such directions, orders or writs as that Court may deem necessary; and

(3) Recommend to the concerned Government or Authority for the grant of such immediate interim relief to the victim or the members of his family as the commission may consider necessary.

V Ragging –A Breach of Fundamental Duties

Ragging is an instance of human depravity and a symbol of uncivilized behavior on the part of a person. In order to inculcate a sense of self-discipline and to make all the citizens perfect human beings, the Constitution of India has incorporated 11 Fundamental Duties imposed on the citizens. Any student who understands and assimilates the importance of the Fundamental Duties would certainly not indulge in any act of ragging. It shall be the duty of

every educational institution to impart the knowledge relating to the Fundamental Duties to all the students and of every student to discharge such duties. If these duties are effectively discharged by the abovementioned stakeholders, ragging can be curbed effectively. The Fundamental Duties are extracted hereunder for ready reference.

Constitution of India PART IV-A

Article 51-A: FUNDAMENTAL DUTIES It shall be the duty of every citizens of India-

- (a) To abide by the Constitution and respect its ideals and institutions, the National Flag and the National Anthem;
- (b) To cherish and follow the noble ideals which inspired our national struggle for freedom;
- (c) To uphold and protect the sovereignty, unity and integrity of India;
- (d) To defend the country and render national service when called upon to do so;
- (e) To promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic and regional or sectional diversities; to renounce practices derogatory to the dignity of women;
- (f) To value and preserve the rich heritage of our composite culture;
- (g) To protect and improve the natural environment including forests, lakes, rivers and wild life, and to have compassion for living creatures;
- (h) To develop the scientific temper, humanism and the spirit of inquiry and reform;
- (i) To safeguard public property and to abjure violence;
- (j) To strive towards excellence in all spheres of individual and collective activity so that the nation constantly rises to higher levels of endeavor and achievement; and
- (k) Who is a parent or guardian to provide opportunities for education to his child or, as the case may be, ward between the age of six and fourteen years. The Fundamental Duties are defined as the moral obligations of all citizens to help promote a spirit of patriotism and to uphold the unity of India.

VI Anti-Ragging Initiatives of Osmania University:

The University, in strict compliance of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, AICTE Notification, 2009, Supreme Court Directives, 2007 and Andhra Pradesh Prohibition of Ragging Act, 1997, has decided to frame a Policy to Prohibit and Prevent Ragging Activities in its Campus, Constituent and Affiliated Colleges. It is bound to take a stern view and adopt tough measures on students indulging in any or all forms of ragging and making the institutions to enforce the regulations and sensitize the all stakeholders of Higher Education to take part in Anti Ragging Activities.

In the light of above Principals of campus, constituent and affiliated colleges were advised to organize press meets on the need for prevention of ragging and punishments entitled for those indulging in ragging. Besides display of posters and putting up of notices on anti-ragging at all prominent places in and around the colleges.

University has taken necessary steps for assuring peaceful life on the campus for fresh students and to prioritize the privileges of safeguards and safety of all students in general and the newcomers and girl students' specifically. Osmania University welcomes all the newcomers into its campus, constituent and affiliated colleges with an open and warm heart and shall Endeavour to make their entry and stay into these sacred temples of learning as charming and successful as possible.

Osmania University pledges to prohibit any incident of Ragging and does not hesitate to say No to Ragging, Take Preventive Measures for occurrence of Ragging and establish Zero Tolerance to Ragging and punish those who indulge in Ragging in the Campus, Constituent and Affiliated Colleges as Cognizable Offence.

University observes that Ragging is neither a fun nor a pleasure or entertainment and also not a means of familiarization or an introduction with college fresher's, but it is a heinous act of Human Abuse and a Crime and the same is disseminated to the students.

The Initiatives of the University to curb the Menace of Ragging:

1. Preparing and Distributing of Publicizing Materials such as posters, brochures and circulars against ragging.
2. Display of Posters and putting up of Notices at all the designated places in the college.
3. Obtaining Affidavits, Undertakings forms from all the Students and their Parents.
4. Sensitizing the all the stake holders with the help of media.
5. Organizing ANTI – RAGGING DAY on 21st AUGUST of Every Year.
6. Measures for Girls Security and Appointing Women Teachers as Counselors.
7. Ensuring the campus an Alcohol and Smoking Free Zone.
8. Making Orientation Programmes Mandatory for Every Institution.
9. Establishing Mentoring and Counseling Cells at Institutional Level.
10. Seeking a Pledge by all the students to make the campus a ‘Ragging Free Zone’.
11. Instructing all the heads of the institution to lodge a criminal case or FIR against students resorting to ragging for taking action as mentioned in Andhra Pradesh Prohibition of Ragging Act, 1997 (A.P. Act No. 26 of 1997).

The University, in compliance with the regulations, directives and act, has decided to constitute Anti-Ragging Monitoring Cell at University Level and Anti-Ragging Committees, Anti-Ragging Squads (4 - 6) at College / Institutional Level for overseeing the effective implementation of the provisions for the curbing of any form of ragging in its campus, constituent and affiliated colleges with immediate effect.

ANTI-RAGGING MONITORING CELL

The cell is established in the University and is working in association with the offices of the Directorate of Academic Audit and Dean, Student Affairs of the University. This cell mainly a functionary body monitors and coordinates the Anti Ragging activities in affiliated, constituent and campus colleges under its domain and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.

The University will have an APEX COMMITTEE consisting of a Retired Judge of Supreme Court/High Court, A Retired Police Officer of DGP Cadre and a Senior Psychologist to advice the University and Anti-Ragging Monitoring Cell on its functioning and Anti-Ragging Measures to curb the menace of Ragging in College Campuses.

The cell will have an APEX BODY known as ANTI RAGGING MONITORING COMMITTEE, performs an advisory role and provides guidance on effective Measures to Prohibit, Prevent and Punishment for Activities of Ragging and to make recommendations from time to time; and shall meet at least once in six months each year. The cell is to be headed by a NODAL OFFICER, who should liaison with the Institution, State Level Monitoring Cell and Statutory Bodies of the Center.

Powers and Functions of the Cell:

1. Overseeing the enforcement and effective implementation of the provisions of the UGC regulations, court verdict and state act.
2. Reviewing the efforts made by institutions to publicize anti-ragging measures and evaluate the compliance reports of the Institutional Level Anti Ragging Committees, Anti Ragging Squads and Mentoring & Counseling Cell.
3. Directing the institutional heads for soliciting of affidavits and undertakings from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations and also obtain undertaking from all the employees of the institution to be part of curbing the incidents of ragging.
4. Establishing an Online Help Line for Ragging Victims.
5. Providing web enabled public domain featuring the prohibitory measures and consequences of ragging, simultaneously for the media and citizens to access it.
6. Evaluating the measures taken by the Institution for safety and security of the Girl students and method of sensitizing them on possible safe-guarding measures and do's and don'ts of personal conduct and inter personal relations.
7. Receiving complaints of any or all sorts of ragging as defined in regulations.
8. Preparing Brochures, Posters / Banners on Measures for Prohibition, Prevention and Punishment of Ragging Activities.
9. Conducting Annual Workshops for Coordinators of Anti Ragging Committees of Colleges on Measures to be taken to curb the menace of ragging in the colleges before the commencement of academic year.
10. The committee shall meet twice before the academic session and twice during the academic session to review the prevalent situation and evolve effective measures to combat ragging, if necessary depending upon the exigency it may meet more times for curbing the menace of Ragging.
11. Organize Press Meetings in the beginning of the academic year and request the media to give adequate publicity to the negative aspects of ragging 'mainly during the months of admissions period of every year so that public awareness and aversion can be built up against ragging.

12. Call for compliance reports from the Heads of Institution in regard to the activities of the Anti-Ragging Committees, Anti-Ragging Squads and the Mentoring & Counseling Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate and State Level Monitoring Cell.

13. Liaison with State level Monitoring Cell and UGC Anti Ragging Cell on the status of compliance reports (Fortnightly, Monthly, Quarterly and Annual) with Anti-Ragging measures enforced under the UGC Regulations, 2009, Supreme Court Directives, 2007 and Andhra Pradesh Prohibition of Ragging Act, 1997.

14. To forward an appeal against the order of punishment by the Anti-Ragging Committee of the College to the Vice-chancellor of the University.

15. Recommends for initiation of departmental disciplinary action, in accordance with the prescribed procedure of the institution, if a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging,

16. Recommends for disaffiliation of institution who do not comply with the UGC Regulations, 2009 and A.P Prohibition of Ragging Act, 1997.

Action to be taken by the Institution / College

An Anti-Ragging Committee to be set up in Campus, Constituent and Affiliated Colleges with members from outside and inside the institution under the Chairmanship of the Principal of the respective Colleges to oversee overall anti ragging initiatives of the institution and also meet the compliance of the Affiliating University.

The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the affiliating University of the Institution.

On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf. The Head of the Institution is entitled to proceed to file a First Information Report (FIR) with the police and local authorities within 24 hours of receipt of any report or information of ragging or on based on the prima facie of the incident of ragging, under the appropriate penal

Provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of “Ragging”.

Ensure that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of UGC Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of 7 days of the reported occurrence of the incident of ragging.

Heads of the Institution should see that a wide publicity drive to be carried out over possible punishments ragging activities.

Institutions need to celebrate an ANTI RAGGING DAY in the third week of August every year and seek a PLEDGE from the students and also to organize seminars / debates and poster competitions to sensitize the new comers.

Provide due Publicity and Dissemination of Information is important for the activities organized to sensitize the stake holders to make the campus zero tolerance to ragging. Confidential boxes should be installed at college to receive the complaints of the junior students to know about ragging incidents, if any

Telephone numbers of the Principals, Vice-Principals, Heads of Departments, Senior faculty / Administrative officers, and Wardens, to be provided in a hand book handed over to the every new entrant with the advice that they should not hesitate in reporting all incidents of ragging through these numbers even anonymously with the circumstances warrant, so that immediate measures can be taken by them.

ANTI RAGGING COMMITTEE:

It is a body at Institutional level to establish measures for Prohibiting, Preventing and Punishing Activities of Ragging Menace within and outside the campus in accordance with UGC Regulations, Supreme Court Directives and State Act. It is responsible for taking action against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

Composition of Anti Ragging Committee:

Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, A social activist of Non-Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the fresher's category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender and social dimensions to provide equal opportunity and also to avoid any latent caste and gender conflict that could take the ugly form of ragging

No	Name of the Staff	Position	Designation	Telephone
1		Chairman	Principal	
2		Vice Chairman	Vice Principal	
3		Coordinator	Student Advisor	
4		Member	Assistant Registrar	
5		Member	Librarian	
6		Member	Physical Director	
7		Member	Warden/Sr. Faculty	
8		Member	Placement Officer	
9		Member	NSS Program Officer	
10		Member	Heads of the Dept.	
11		Member	Parent of Fresher	
12		Member	Parent of Senior	
13		Member	Student (Fresher)	
14		Member	Student (Senior)	
15		Member	Station House Officer	
16		Member	Mandal Revenue Officer	
17		Member	Social Activist	

FUNCTIONS OF ANTI RAGGING COMMITTEE:

It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations and any law for the time being in force concerning ragging and to deal and act promptly with the incidents of ragging brought to its notice.

The Anti-Ragging Committee should keep tabs on the happenings / events related to Ragging in Campus or Off-campus within the hostels and other designated places in the premises. To ensure that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required

To monitor, direct and oversee the functions and performance of the Anti-Ragging Squads in prevention and curbing of ragging in the institution.

ANTI RAGGING SQUADS:

Every institution shall also constitute at least 4-6 smaller bodies to be known as the Anti-Ragging Squads with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. It is to ensure that the Anti-Ragging Squads shall have only the representation of various members of the campus community and shall have no outside representation.

Composition of the Anti-Ragging Squads:

The Anti Ragging Squads of the College to be nominated by the Head of the Institution under the Chairmanship/Convener ship of the Head of the Departments or any one of the Senior Faculty Member, supported by a faculty preferably holding some administrative assignment such as Warden, Placement Officer, NSS Program Officer, In – Charges of Examinations, Library, Purchases, Alumni Association, Academic Coordinators. Non-Teaching Staff and Senior Student Volunteers as members of the Squads help the Chairman/Convener of the squad enforce the measures to prevent ragging. Each squad will have at least have 4 members including the convener and are defined with certain specific functions and assigned possible prone areas such as Canteen, Sports Lounge / Grounds, Library, Bus stops, College and Hostel premises in curbing the menace of ragging in the campus and outside the campus.

Functions and Duties of the Anti-Ragging Squads:

1. To be Vigilant at all hours including at odd hours all around the Campus and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
 2. Conduct anonymous random surveys among fresher's to check whether the Campus is indeed free from ragging.
 3. To conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1 of UGC.
 4. To ensure the display of posters/tabs on Main and Departmental Notice Boards and Other places such as Canteen, Library, Sports Lounge, Gymnasium, Bus stops and other prominent designated places.
 5. Also to monitor the welfare of fresh students outside the campus;
 6. Any other activity the Anti Ragging Committee might delegate to the Squad.
- Anti-Ragging Squad for Hostels:
Hostel Level Squad consists of student volunteers from all categories of social dimensions within the particular hostel.
- (a.) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels and to be vigilant at all hours.
 - (b.) Occasional dining with the boarders in the hostels to instill confidence among the newcomers.
 - (c.) Make sure that no person who is not studying in the given educational institution shall be allowed to enter any hostel of boys or girls attached to the concerned institution.

Mentoring and Counselling Cell:

Every institution shall, constitute a Mentoring and Counseling Cell to be headed by the Student Advisor and to be the part of Office of the Student Affairs of the College. It needs to plan a program of activities for ensuing academic year at the end of each academic year, in order to promote the objectives of these Regulations for curbing the Menace of Ragging and also to instill the confidence among fresher's and students to ensure the practice of human values, rights and dignity.

Composition of the Mentoring and Counseling Cell and Its Functions:

It mainly consisting of senior students volunteering to be Mentors for fresher's, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six fresher's and one Counselor of a higher level for six Mentors of the lower level. At least 1/3 of Women Counselors and Mentors to nominated depending on gender strength. Functions of Mentoring and Counseling Cell:

1. Arrange the Counseling Sessions with a Senior Teachers and if necessary with a Consulting Psychologist for Fresher's.
2. Counsel fresher's and/or any other student(s) desiring counseling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counseling sessions.
3. Conduct of joint sensitization programmes for new comers and old students.
4. Organize "ice breaking" sessions among the new and old students.
5. Make the students to be aware of that Ragging is a cognizable offence and police can arrest any student indulging in ragging either from institute premises or outside without a warrant or a formal complaint from anybody.

Rights and Duties of Newcomers and their guardians:

A fresher should consider the University community as his/her family and should maintain cordial relationship with other members of the community particularly with the senior students. He/she, like any other student, enjoys all rights and privileges that are available to any free citizen of this country. It is the duty of the students, therefore, NOT to obey any orders or requests from anyone in the hostel (apart from the administrators) or within the Campus if he/she feels embarrassed or undignified by complying with such requests. It is the responsibility of the fresher or any other person(s) who is/are aware about such request or order to bring it to the immediate notice of the Dean of Students' Welfare or any member of the ARC, ARS or Cells mentioned above. It should be noted that failing to do so is an offence as per University rules and thus liable to be punished. The confidentiality of such student(s)/guardian(s) will be strictly maintained. The guardian should cooperate with the University Authority to seek redressal of the grievances of the fresher's, if any.

Rights and Duties of the Old (senior) Students:

As the newcomers are, in most of the cases, first timers in Osmania University, it is the duty of the seniors to guide the fresher's properly so that they feel at home. The seniors should remember the days when they left their parents or the homely environment and set foot in this hitherto unknown Campus. It is the modesty, helpfulness, love and cooperation of the seniors that will contribute towards making the newcomers good and responsible members of the University community. It is also the responsibility of the old students to explore the talents in the fresher's in the "ice breaking sessions" in college/hostels in presence of ARC and ARS members. Seniors should take active and wholehearted part in making sure that no ragging is taking place anywhere in the Campus and should report any such incidents immediately. It is the commitment of the University authority to keep the identity of such students in strict confidence. It is noteworthy that persons involved directly or indirectly in ragging including the onlookers are liable to be punished under the University rules.

Administrative action in the event of ragging.-

The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and Gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
- c) Further the Institution can refer to the Affiliating University to act according to the UGC Regulations and State Act on curbing the menace of ragging.

Punishment:

As per the Supreme Court Judgment on ragging in the Colleges, the following actions will be taken on those students who indulge in ragging:-

1. Withholding of Scholarships / Fellowships / Results
2. Debarring from Representation in Events and Appearing for tests / examinations and also consequent admission to any other Institution
3. Withdrawing Benefits like Travel Concessions and Campus selections
4. Suspension or Expulsion from Hostel or Mess and also attending Classes
5. Cancellation of Admission or Rustication from the Institution
6. Liability to pay fine up to Rs.2.5 Lakhs
7. Imprisonment up to 10 years
8. Registration of FIR against the accused and Prosecution under the Indian Penal Code, 1860

Important Note:-

If any student is found indulging in ragging, it may be brought to the notice of Member/Coordinator/Chairperson of the ANTI RAGGING COMMITTEE/ANTI RAGGING SQUAD of the College or ANTI RAGGING MONITORING CELL of the University immediately.

Epilogue:

As mentioned in the Raghavan Committee report the aim of this document is to disseminate the idea of prevention of ragging through educational campaign, seeking the help of electronic media, press, police, civil servants and all stake holders of Higher Education System. We sincerely hope that the provisions highlighted here will restrain any misadventure from any part of the senior students, who are indeed the path breaker for their juniors.

All concerned officials of the Institute, students, parents & guardians of the students, members of Anti-ragging committees & Anti-ragging squads are hereby requested to adhere to the stipulations and effectively monitor and comply with the provisions made in the directives.

Affidavits and Undertakings from the Students, Parents and Staff etc:

Each of the student of the University and his/her parents and, or Guardian are hereby required to submit a combined undertaking at the time of registration/admission, in the prescribed format as attached to this order, which is mandatory for admission in a Osmania University Affiliated Institution.

A Pledge to be administered by all the students on specific day mentioned as ANTI RAGGING DAY by the Institution or the University.

Annexure-I
Pledge of Students

Pledge to be administered to the Students

I, _____ a bonafide student of

_____ (Course) at

(Institution) do hereby solemnly pledge that

- 1) I shall not indulge in any ragging activities either directly or indirectly, either on the campus or outside thereof.*
- 2) I further pledge that I shall treat all my junior students and also other students as my brothers and sisters at all times.*
- 3) I shall maintain cordial atmosphere on the campus and shall follow strict Discipline. I shall report any incident of ragging to the concerned authorities as soon as it comes to my notice.*
- 4) I shall say no to ragging and shall not be a party to ragging either as a participant or as an abettor; and*
- 5) I shall do all that is possible to make my institution a better place for learning, enlightenment and enjoyment.*

**Annexure-II
Affidavit of Students**

**OSMANIA UNIVERSITY
HYDERABAD – 500 007
AFFIDAVIT
(To be given by the student)**

I.....S/D of
Aged.....years, a student ofSemester/Year studying in.....
.....College, Osmania University;
Hyderabad do hereby solemnly state and declare as under: That, I am a permanent resident of
H.No./D.No.....Village/Street.....Mandal.....
..... Town.....Telangana PIN Code

That, I am aware of the fact the ragging is an offence prohibited and punishable under the A.P. Prohibition of Ragging Act, 1997 and also under various other Regulations including the UGC Regulations, 2009 specifically **Clauses 3, 7 and 9.1** and I am also aware that the ragging is punishable under the other Penal laws including the Indian Penal Code, 1860. That, hitherto i was not a party to any ragging incident, and not expelled/ debarred by any institution for indulging in ragging.

That, i shall not indulge, either actively or passively, in any act of ragging or in abetting any acts of ragging, either in the premises of the college or outside thereof, during the period of my study in the college. That, I will not indulge in any activities like consumption of liquor, smoking and drugs including rash and negligent driving, either in the college premises or outside there of during the course of my study. That, if found guilty of ragging and / or abetting ragging, I shall be liable for all the penal consequences apart from the action that may be initiated by the college authorities including the rustication, debarment or expulsion from the college.

I state that the contents of this affidavit are true and that I have not concealed any material facts.

Deponent / Student

**Sworn and signed on this day ofmonth.....year
at..... in my presence**

Principal of the College/Admission Authority

Annexure-III
Undertakings from Student and Parent

Undertaking to be filled in and signed by all Students
(Newly admitted and continuing)

I.....S/D.....
Aged.....years, a student ofSemester/Year.....studying
in.....College, Osmania University; Hyderabad:
and a Permanent Resident of H.No./D.No.....Village/Street.....
Mandal.....Town/District.....Telangana
PIN Code.....Phone No.....
E-Mail:.....

do hereby undertake that I am Aware of the System of Punishment in case of ragging other
Students and that in case I become involved in any manner in any form of ragging case I am
Liable for any punishment including:

1. Withholding of Scholarships / Fellowships / Results
2. Debarring from Representation in Events and Appearing for tests / examinations and also consequent admission to any other Institution
3. Withdrawing Benefits like Travel Concessions and Campus selections
4. Suspension or Expulsion from Hostel or Mess and also attending Classes
5. Cancellation of Admission or Rustication from the Institution
6. Liability to pay fine up to Rs.2.5 Lakhs
7. Rigorous Imprisonment up to 10 years
8. Registration of FIR against the accused and Prosecution under the Indian Penal code, 1860

Signature of Student

I hereby fully endorse the undertaking made by my child / ward.

Signature of Mother / Father / Guardian

Name: _____

Address: _____

Signed on this day ofmonth.....year at..... in my
Presence

Principal of the College/Admission Authority

Annexure-IV
Undertakings from Employees

Undertaking to be filled in and signed by teaching and Non-Teaching Staff

I.....S/D.....working as
..... at.....College,
and a Permanent Resident of H.No./D.No.....Village/Street.....
Mandal.....Town/District.....Telangana
Pin Code:.....Phone No.....E-Mail :.....

do hereby undertake that I am Aware of the System of Punishment in case of ragging of the students by other students and that in case I notice any incidence of ragging involving the students of the educational institution where I am working, either in the premises of the college or outside, I undertake to bring it to the notice of the Head of the Institution immediately.

I further undertake that I shall do all that is necessary to curb the menace of ragging in our Institution

Place:

Signature of Employee

Date:

Name & Designation

Annexure-V**PROFORMA OF FEEDBACK**

(TO BE SUBMITTED BY AFFILIATED COLLEGES TO UNIVERSITY)

Name of the College :	Door No:
Website:	Street :
: E-Mail	Village :
Year of Establishment :	Mandal :
Year of First Affiliation :	District :
College Code No	Pincode :
Phone Land Line	Fax No
Name of the Principal	Email:
Phone Land Line	Mobile No:
Name of the Secretary	Email:
Phone Land Line	Mobile No:
Name of the Society	Door No:
	Street No:
	Village:
	Mandal
	State
Society Registered No:	
Year of Registration No:	District
Regis rating Authority	State
Place of Registration	Pin Code
Any other information	

INSTITUTIONAL MECHANISM:

No	Action Type	Action Forced
1	Whether Anti Ragging Squads were constituted?	Yes/No
2	Whether an Anti-Ragging Committee was constituted?	Yes/No
	a) Name of the Coordinator with Telephone Number	
3	Whether the Prospectus / Brochure mentioning the possible actions against Ragging was published and distributed?	Yes/No
4	Whether names, telephone nos. of authorities to be contacted have been publicized/ made available to Fresher's?	Yes/No
5	Whether students are allowed free access to phones (Cell & Landline) in the college / hostel(s) for timely reporting?	Yes/No
6	Whether Seniors were Counseled?	Yes/No
7	Whether Fresher's were Counseled?	Yes/No
8	Whether an Orientation program conducted for Fresher's?	Yes/No
9	Whether Mentoring and Counseling Cell has been established?	Yes/No
	a) Name of the Coordinator with Telephone Number	
10	Name the NGO associated with Anti Ragging Committee	
11	Name the Police Station under which the Institution Falls	
	a) Name of the Station House Officer with Telephone Number	
12	Name the Municipality/Mandal Office under which the Institution Falls	
	a) Name of the Municipal / Revenue Officer with telephone number	

FOLLOW UP ACTION BY THE INSTITUTION:

No	TYPE OF ACTION	ACTION ENFORCED
1.	Effectiveness of Anti Ragging Squads	
	(a) Date of formation	
	(b) No. of Members	
	(c) No. of raids	
	(i) Frequency of raids	
	ii) Surprise raids	
	d) No. of cases detected	
	e) Action Referred to ARC	
	(f) Other measures taken by the squad (Enclose as Annexure).	
2.	Anti-Ragging Committee.	
	(a) Date of formation	
	(b) No. of Members	
	(c) No. of Meetings conducted	
	(d) Frequency of Meetings	
	(e) Emergency Meetings	
	(f) No. of cases Admitted	
(g) Other measures taken by the Committee (enclose as Annexure)		
3.	Action Taken as follow up:	
	(a) Number of Inquiry (is) Conducted.	
	(b) Number of Punishments meted out.	
	(i) Suspension	
	(ii) Rustication	
	(iii) Expulsion	
(iv) Penalty		
4.	Mentoring and Counseling Cell	
	(a) Date of formation	
	(b) No. of Members	
	(c) No. of Meetings conducted	
(d) No. of Students Counseled		
5.	No. of F.I.R.(s) lodged by the Institution with details as Annexure.	
6.	Any Reported Incident of Girls Teasing/Harassment/Atrocity Case (Other than Ragging) - (Details - enclose as Annexure)	

Head of the Institution

Annexure-VI

Poster to be prominently displayed in college

ANDHRA PRADESH PROHIBITION OF RAGGING ACT, 1997

SALIENT FEATURES

Ragging means doing an act which causes or is likely to cause insult or annoyance or fear or apprehension or threat or intimidation or outrage of modesty or injury to a student

No	NATURE OF RAGGING	PUNISHMENT
1	Teasing, Embarrassing and humiliating	Imprisonment up to 6months or up to Rs. 1000/- or both.
2	Assaulting or Using Criminal Force or criminal intimidation	Imprisonment up to 1 year or up to Rs. 2000/- or both
3	Wrongfully restraining or confining or causing hurt	Imprisonment up to 2 years or up to Rs. 5000/- or both.
4	Causing grievous hurt, kidnapping or rape or committing unnatural offence	Imprisonment up to 5 years or up to Rs. 10,000/- or both
5	Causing death or abetting suicide	Imprisonment up to 10 years or up to Rs. 50,000/- or both.

Note:

1. A Student convicted of any of the above offences will be expelled from the college.
2. A Student imprisoned for more than 6 months for any of the above offences will not be admitted in any other college.
3. A student against whom there is prima facie evidence of ragging in any form will be suspended from the college immediately.
4. In case of the students who involved in ragging, there shall be an embossment on his marks cards and other academic certificates in bold letters which cannot be obliterated that he had indulged in ragging and had conducted himself in a manner unbecoming of student.

* * *

Complainants may contact:

Office of the Dean, Students' Affairs,
Room No-11, Ground Floor
Prof J. Anantha Swamy Administrative Building,
Osmania University Campus,
Hyderabad-500 007, Telangana State, INDIA
Phone: (O) 040-27682250
(M) 9490792307
Email ID: oudeanstudentaffairs@gmail.com

APPENDIX-12

Prevention and Prohibition of Ragging

In view of the directions of the Honorable Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009, to prohibit, prevent and eliminate the scourge of ragging, in exercise of the powers conferred under Section 23 read with Section 10 (b), (g), (p) and (g) of AICTE Act, 1987, the All India Council for Technical Education has notified Regulations for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009 available on AICTE Web-Portal [http:// www.aicte-india.org/ anti.htm](http://www.aicte-india.org/anti.htm)>download. All AICTE approved Technical Institutions have to comply with the provisions made in the above Regulations. Any violation of above AICTE Regulations for the prevention and prohibition of ragging, shall call for punitive action against erring Institutions as per the provisions made in the above said Regulations.

The Institutions shall have to step up Anti-Ragging mechanism by way of adequate publicity through various mediums:

- Constitution of Anti-Ragging Committee and Anti Ragging Squad;
- Setting up of Anti-Ragging Cell;
- Installing of CCTV cameras at vital points;
- Anti-Ragging Workshops;
- Updating all Web sites with Nodal Officers complete details, alarm bells etc.;
- Regular interaction and counselling with the students;
- Identification of trouble-triggers;
- Mention of Anti-Ragging warning in the Institution's prospectus and information Booklets/ Brochures shall be ensured; and
- Surprise inspection of hostels, student accommodation, canteens, rest cum recreational rooms, toilets, bus-stands and any other measures which would augur well in preventing/ quelling ragging and any uncalled for behavior / incident shall be undertaken.

Students in distress due to ragging related incidents can call the National Anti-Ragging Helpline No. 1800-180-5522 (24x7 Toll Free) or e-mail: helpline@antiragging.in.

The Institution approved by AICTE may be requested to hold Workshops and Seminars on eradication of ragging in higher Educational Institutions. They may be requested to display Anti Ragging posters at all prominent places such as Admission Centre, Departments, Library, Canteen, Hostel, Common facilities etc. The size of posters should be 8'x6'.

The Institution may be requested to submit an online compliance of Anti-Ragging Regulations on curbing the menace of ragging in the Technical Institutions, 2009 at www.antiragging.in.

Institutions may be requested to make it compulsory for each student and every parent to submit an online undertaking every academic year at www.antiragging.in and www.amanmovement.org.

Further, the attention of all the Institutions may also be invited to the Third amendment to UGC Regulations dated 29th June, 2016 expanding the definition of ragging by including the following:

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