



Manakula Vinayagar Institute of Technology

Kalitheerthal kuppam, Puducherry – 605 107

(Approved by AICTE, New Delhi, and affiliated to Pondicherry University)

Anti Ragging Policy

Approved in the Governing body meeting held on **April 8, 2013**

ANTI-RAGGING POLICY

1. INTRODUCTION

'Merit' and 'Ethics' being the core driving values towards turning out professionals of high caliber with strong sense of ethical judgments, social integration of student's population coming from different parts of the country with most diverse cultural and social backgrounds, becomes a matter of prime importance. 'Ragging' a social menace, as such has no place in academic environment of the Institute and concerted efforts are required to be in place to prevent its occurrence at any point of time. Hence the need for a balanced 'anti-ragging policy' to be adopted by the Institute.

Hon'ble Supreme Court of India, during December 2007 has expressed concern over the incidents of ragging occurring in higher educational institutions and the need to eliminate it altogether.

The Ministry of Human Resource Development, Govt. of India has taken a serious note of the incidents of ragging and is of the view that stern action should be taken against those indulging in "ragging" so that these incidents are not repeated and exemplary punishment is meted out to those indulging in it. Strict implementation of the guidelines issued by Hon'ble Supreme Court on this issue has also been stressed by the Ministry.

Ragging is a criminal offence and lowers the standards of education. The 'anti-ragging policy' adopted by the Institute takes care of preventive, procedural and punitive aspects of ragging based on the guidelines provided by Hon'ble Supreme Court of India, recommendations of the Raghavan Committee, instructions/guidelines issued by the Ministry of HRD (Govt. of India).

2. ANTI-RAGGING POLICY

This policy encourages socialization of students to the academic environment of the Institute, simultaneously discouraging and preventing any negative acts on parts of senior students, which goes against the basic purpose of socio-academic integration. The 'anti-ragging policy' adopted by the Institute therefore is aimed at:

- (a) Creation, development and nurturing a conducive, socio-academic environment within the student population.
- (b) Generating and maintaining a high level of confidence within new entrants and their parents/guardians to perceive that fresh entrants to the Institute are welcome and provided support, rather than being harassed and intimidated.
- (c) Keeping in place an integrated system to discourage and prevent any negative acts like 'ragging' by the seniors, which disrupts socio-academic integration of new entrants.
- (d) Prescribing deterrent measures for any violation of the "Anti-Ragging Policy" by way of disciplinary measures.

3. DEFINITIONS

For the purpose of this policy the following are defined as under: -

‘Institute’ means the Manakula Vinayagar Institute of Technology, Puducherry.

‘Student’ includes any person who is enrolled for any course, whether full time or part time with the Institute. This also includes research associates/scholars or a visitors, and / or a repeaters.

‘Hostel’ includes the place/(s) where students are accommodated through institutional arrangement.

‘Ragging’ constitutes one or more of any of the following acts:

- (a) A conduct by any student or a group of students whether by words spoken or written or by an act which has the effect of teasing, treating or handling any other student with rudeness;
- (b) Indulging in rowdy or undisciplined activities by a student or group of students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any other student;
- (c) Asking a student to do any act which the student will not carry out in the ordinary course 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 student(s);
- (d) any act by a student that prevents, disrupts or disturbs the regular academic activity of any other student(s);
- (e) Exploiting the services of any 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 student by any other student or a group of 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, social networking posts, e-posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to a student(s);
- (i) Any act that affects the mental health and self-confidence of a student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by any student or a group of students over any other student(s).

4. PREVENTIVE ASPECTS OF RAGGING

Systemized Efforts for Socio-Academic Integration of New Entrants.

- (a) **Address by the Competent Authorities of the Institute.**
The Principal, Coordinator, HOD's of all departments, 1st year coordinators and other concerned official(s) during their address/discussions to/with parents/guardians, admission aspirants/ fresh entrants/ students at the time of counselling meets, new batch induction on registration, batch inaugurations and other such occasions, should invariably assure the students and parents about full protection and support against any attempts of ragging by seniors while briefly introducing the '*Anti Ragging Policy*' of the Institute. The efforts during such meets be directed towards achieving socio- academic integration of new entrants with the specific merit oriented environment of mutuality and trust of the Institute.
- (b) **New batch inaugurations**
The Coordinator and faculty members, during new batch inaugurations may provide to the students, the guidelines on expected behavioral norms wherein a mention to the Anti ragging policy may be made.
- (c) **Welcome Party for New Entrants**
Senior student members shall be encouraged to organize a "*Welcome Party*" for new entrants. For the said purpose an organizing committee may be constituted comprising of selected senior student members of which, a Coordinator and faculty members to the extent possible, should participate in such a party.
- (d) **Mentoring Cells**
'Mentoring Cell' shall function under the guidance of a Principal and in direct supervision of the 'Coordinator'. Such a cell would be manned by senior student members. There should be one senior student member from each dept. Membership to the 'mentoring cell' by senior students would be on voluntary basis by inviting applications and nominating membership on year to year basis.
The senior student members will also monitor 'Psychological Behaviour / behavioral aberration of new students. If any abnormal behaviour or environmental adjustment problem observed, the same shall be reported to the ' ARC Coordinator'.
- (e) **Social, Cultural, Sports Activities**
The membership of all student clubs and committees will be coordinated on the lines of this (proposed anti-ragging) policy. The induction process to all students' clubs and committees will be organized in line with the proposed anti – ragging policy.
- (f) **Watch and Ward arrangements**
The Institute has identified following vulnerable locations
- (i) Hostel blocks and mess,
 - (ii) Vacant class rooms.
 - (iii) Auditorium
 - (iv) Canteen,
 - (v) Playground / Gymnasium

- (vi) Student activity centres,
- (vii) Favourite joints of students in the vicinity.

All concerned are to keep a constant vigil and watch at such locations including monitoring of the atmosphere and the environment at eating 'Joints' (Canteens, Mess etc.), Hostel / accommodations, where students are accommodated.

These areas are needed to be carefully guarded if required by posting security personnel.

Wide – dissemination of Anti-Ragging Policy

Prospectus and Admission forms

- (i) All prospectus should contain a specific caution that “ragging is banned in the Institute, and anyone found indulging in ragging, is likely to be punished appropriately which may include expulsion from the institute.”
- (ii) All students of the Institute are required to sign an anti-ragging declaration forms (Annexure I and II) at the time of admission to the institute.

Erection of Posters

Academic programme office may put up posters in prominent places within the campus to exhort students to prevent or not to indulge in ragging, also mentioning the names of the officials and their contact numbers, to be contacted in case of “ragging”. The same needs to be displayed on the website of the institute.

5. MONITORING ASPECTS OF RAGGING

Anti-Ragging Surveys

Anonymous random surveys, across first year students be carried out every fortnight, during first three months, at all the constituents of the Institute, to verify and check, whether the campus is indeed free from ‘ragging’.

Anti – Ragging Committee (ARC) at the Institute Level

An Anti – Ragging Committee (ARC) should be constituted at Institute level to monitor the various aspects related to menace of ragging. The members of this committee can be nominated by the **Principal**. The ARC may have ‘**Coordinator**’ and may also comprise of **Faculty Members and all hostel wardens** as other members in order to carry out the compliance of this policy across the whole institute along with the manner in which the same are dealt with.

6. PROCEDURAL AND PUNITIVE ASPECTS OF “RAGGING”

First Information Person (FIP)

- (a) 'First Information Person (FIP)' would be nominated by the Institute at beginning of each academic year. The FIP would provide first instance intervention in case of any complaint of "ragging".
- (b) FIP will also need to co-ordinate the preventive aspects of ragging, under guidance of the **Coordinator ARC** aiming to create a "ragging free environment"
- (c) FIP will be responsible for taking steps to ensure that cases of "ragging" within the institute are brought to the notice of the **Coordinator ARC** as soon as possible.
- (d) FIP is empowered to deal with informal complaints of "ragging" and/or take suo-moto cognizance of any such incident.

Ragging Reporting Procedure

- (a) If any individual believes that he or she has been subjected to 'ragging' or has knowledge of any such incident, such person (or FIP, who may have assisted the complainants or those, who have otherwise observed / known about "ragging") shall have option to file a complaint with the **Coordinator ARC**. This may be done in writing or orally. Written complaint is preferable.
- (b) FIP or member/s of the **ARC** will also be available to discuss any concerns exhibited by any student or a group of students, about ragging.
- (c) All formal/Informal complaints of "ragging" may be made to the FIP within the constituent unit or directly to **Coordinator ARC** as stated above.

ARC as Enquiry Committee

ARC will investigate all reported cases of ragging, in such a way, so as to maintain confidentiality to the extent practicable under the circumstances. The investigations should start maximum within three (03) days of reporting the incident and reports finalized by the ARC pinpointing the involvement of the accused along with recommendations relating to the punishment will be submitted to the competent authority maximum within a period of four (04) weeks. In exceptional circumstances, the **Coordinator ARC** may grant extension to the time limit under information to the complainant and the accused.

Process of Enquiry

The process of enquiry should be such to ensure that principles of natural justice are adhered to. Details of the process would be identical as in the case of 'Sexual Harassment Policy' adopted by the Institute. If the ragging also includes an element of sexual harassment then in that case both committees i.e. ARC and Sexual Harassment committee will look into the matter independently of each other.

Punishment / Penalties for 'ragging'

Based on the report of enquiry submitted by the ARC, the **Coordinator ARC** will recommend to the competent authority any of the punishment/(s) listed below or any other kind of punishment, which she/he may consider to be appropriate.

- (a) Withholding scholarships or other benefits

- (b) Debarring from representation of events.
- (c) Withholding results
- (d) Expulsion from Institute.
- (e) Debarring from examination/s.
- (f) Suspension from the institute or class for a limited period.
- (g) Fine with public apology
- (h) Prosecuting for criminal offence.
- (i) Filing FIR with the local police
- (j) Cancellation of admission

Appeal

Appeal with regards to any action taken against the accused at any level and / or against the punishment awarded under this policy, shall lie with the Director of the Institute, which should be filed within a period of two weeks from such an action or award of punishment.

7. SAVING AND REPEAL CLAUSE

Director of the Institute will possess the sole authority for any interpretation, modification, or amendment to the policy depending upon the need from time to time. She/He will also possess powers to exercise her/his discretion with respect to any or all of the clauses of this policy.

AFFIDAVIT BY STUDENT

I,.....Registration No
... Year.....Batch having been admitted to Manakula Vinayagar
Institute of Technology, have received a copy of the Institute’s anti-ragging policy. I had
carefully read and fully understood the provisions contained in the said policy.

I have, in particular, perused clause 3 of the policy and am aware as to what constitutes ragging.

I have also, in particulars, perused clause 6 of the policy and am fully aware of the penal and
administrative action that is liable to be taken against me in case I am found guilty of or
abetting ragging, actively of passively, or being part of a conspiracy to promote ragging.

I hereby solemnly aver and undertake that

- (a) I will not indulges in any behavior or act that may be constituted as ragging under
clause 3 of the policy.
- (b) I will not participate in or abet or propagate through any act of commission or
commission that may be constituted as ragging under clause 3 of the policy.

I hereby affirm that, if found guilty of ragging, I am liable to punishment according to clause
6 of the policy, without prejudice to any other criminal action that may be taken against me
under any penal law or any law for the time being in force.

I hereby declare that I have not been expelled or debarred from admission in any institution
in the country on account of being found guilty of, abetting or being part of a conspiracy to
promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am
aware that my admission is liable to be cancelled.

Declared thisday ofmonth of..... year

SIGNATURE OF DEPONENT
NAME.....

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part
of the affidavit is false and nothing has been concealed or misstated therein.

Verified aton this the day ofmonth of.....year.....

SIGNATURE OF DEPONENT

Solemnly affirmed and signed in my presence on this the day of.....month
of.....yearafter reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE –II

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs.....declare that, my ward Mr./Ms.....enrolled in programme with Registration No..... Year.....and Batch.having been admitted to Manakula Vinayagar Institute of Technology, have received a copy of the institute’s anti – ragging policy and had carefully read and fully understood the provisions contained in the said policy.

I have, in particular, perused clause 3 of the policy and am aware as to what constitutes ragging.

I have also, in particulars, perused clause 6 of the policy and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

I hereby solemnly aver and undertake that

- a) My ward does not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
- b) My ward does not participates in or abets or propagates through any act of commission or commission that may be constituted as ragging under clause 3 of the Regulations.

I hereby affirm that, if found guilty of ragging, my ward is liable to punishment according to clause 6 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared thisday ofmonth of..... year

SIGNATURE OF DEPONENT
NAME.....

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified aton this the day ofmonth of.....year.....

SIGNATURE OF DEPONENT

Solemnly affirmed and signed in my presence on this the day ofmonth of.....yearafter reading the contents of this affidavit.

OATH COMMISSIONER



Manakula Vinayagar Institute of Technology
Kalitheerthal kuppam, Puducherry – 605 107