

NATIONAL RAGGING PREVENTION PROGRAMME

National Anti-Ragging Helpline

24x7 Toll Free

1800-180-5522

helpline@antiragging.in | www.antiragging.in

UGC Monitoring Agency

Centre for Youth (C4Y)

antiragging@c4yindia.org | www.c4yindia.org

Contact Details of the Nodal Officers of Anti-Ragging Committee and Squad

Anti-Ragging Committee (ARC)

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Anti-Ragging Squad (ARS)

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**RAGGING IS A CRIMINAL OFFENCE AND THE CULPRITS WILL ATTRACT PUNITIVE
ACTION AS MENTIONED IN THE UGC REGULATIONS**

(www.antiragging.in/assets/pdf/annexure/Annexure-I.pdf)

www.ugc.ac.in



एंटी रैगिंग नीति

ANTI RAGGING POLICY

भारतीय प्रबंध संस्थान काशीपुर

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ANTI-RAGGING POLICY

1. INTRODUCTION

- 1.1 *'Merit'* and *'Ethics'* being the core driving values of Indian Institute of Management, Kashipur, 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 back grounds, 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.
- 1.2 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.
- 1.3 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.
- 1.4 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 Institute Grants Commission, Ministry of HRD (Govt. of India) and Govt. of Uttarakhand.

2. ANTI-RAGGING POLICY

- 2.1 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

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

'Institute' means the Indian Institute of Management Kashipur.

'Student' includes any person who is enrolled for any course, whether full time or part time, with Institute, and includes a postgraduate student, a Research Associate/Scholar, a visitor, and a repeater.

'Hostel' includes the place/(s) where freshers or students are accommodated through institutional or private arrangements.

'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.

3.2 Ragging has several aspects with among others psychological, social, political, economic, culture and academic dimensions. The **Psychological aspects** of ragging are seen to cause permanent damage to the victims' personality. Such treatment of young and impressionable minds could result in traumatizing them and damaging their personalities beyond repair in the formative years of their lives.

- (a) Any act or abuse by spoken words, emails, snail-mails, public insult or alike should be considered within the physiological aspects of ragging.
- (b) This aspect would also include deriving perverted pleasure, vicarious or sadistic thrill from activity or passively participating in the discomfort of others.
- (c) Any act that affects the mental health and self-confidence of students can be described in terms of the psychological aspects of ragging.

4. PREVENTIVE ASPECTS OF RAGGING

4.1 Systemized Efforts for Socio-Academic Integration of New Entrants.

(a) **Address of the Head of the constituents.**

The Director, Dean Academics, Chairperson PGP and other concerned official 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 inaugurals 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 inaugurals**

The Director and faculty members, during new batch inaugurals may provide to the students, the guidelines on behavioural norms.

(c) **Fresher's Party**

Seniors, be encouraged to organize, "*Welcome Party*" for new entrants. For this purpose an organizing committee be constituted, out of senior students of which, a senior faculty member will be the Ex-Officio-Chairman cum Patron. Such a party, by senior students, be organized within first fortnight, of the beginning of academic session. The Chairperson, Student Affairs 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 Senior Faculty and in direct supervision of the ‘Chairman, Student Affairs’. Such a cell would be manned by senior students. There should be one senior student mentor for a specified group of 10 junior students. 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 mentor will also monitor ‘Psychological Behaviour / behavioural aberration of new students. If any abnormal behaviour or environmental adjustment problem observed, the same shall be reported to the ‘Chairman, Student Affairs’.

(e) **Social, Cultural, Sports Activities**

The Institute has set up various clubs, cultural and sports committees, under charge of a faculty member. Membership of these committees, will be on a mixed group pattern, with a cross section of senior and junior students. Other students’ related areas of activities should also be coordinated through identical pattern of committees.

(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 and gym
- (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 fresher’s are accommodated.

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

4.2 Wide – dissemination of Anti-Ragging Policy

(a) **Admission Advertisements**

All admission related advertisements of the Institute should indicate that “ragging is banned in the Institute”.

(b) **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.” While providing a gist of the “Anti-Ragging Policy” of the Institute, and also the likely punishments for indulging in such activities, in the prospectus for admission to any constituent of the Institute, number of cases of “ragging” in the previous academic year/session, the punishment awarded to the guilty should also be mentioned.
- (ii) All students seeking admission in any course in the Institute are required to sign an anti-ragging declaration forms (Annexure I and II) at the time of admission.

(c) **Undertaking from existing students and their parents / guardians**

To ensure undertaking, as indicated above from the students and their parents/guardians, already studying in the Institute. Such an undertaking should be obtained, before commencement of the next academic session/education year, failing which registration should be denied.

(d) **Printed leaflets for new entrants**

In order to promote and raise confidence and to address natural anxiety among fresher’s, each new entrant to the Institute, at the time of registration / admission, Admission Department will provide a printed leaflet indicating do’s and don’ts to prevent them from any likely incident of ragging which should also include a brief on the “Anti-Ragging Policy”, of the Institute. Such leaflet should also contain names, addresses and contact numbers of such persons, to whom, and when, students need to turn for information, help and guidance relating to ragging.

(e) **Erection of Hoardings/Bill Boards/Banners**

Chairperson, Student Affairs may erect suitable hoardings/bill boards/ banners 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”.

5. MONITORING ASPECTS OF RAGGING

5.1 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’.

5.2 Monitoring Cell at the Institute Level

A monitoring cell should be constituted at Institute level, directly functioning under the 'Dean (Academics)'. The cell should call for reports from the **Chairperson Student Affairs** in regards to the activities of the 'Anti-Ragging Committees', 'Anti-Ragging Squads, 'Mentoring Cells' and the compliance with instructions on various ragging preventive measures, incidents and the manner in which the same are dealt with.

6. PROCEDURAL AND PUNITIVE ASPECTS OF "RAGGING"

6.1 First Instance Person (FIP)/Anti Ragging Squads

- (a) The Institute should nominate, 'First Information Person (FIP)' at beginning of each academic year. These persons should 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 Dean (Academics) 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 Dean (Academics).
- (d) FIP is empowered to deal with informal complaints of "ragging" and/or take suo-moto cognizance of any of such an incident.
- (e) FIP will also function as 'Anti-Ragging Squad' and "Anti-Ragging Vigilance Committee".

6.2 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 Dean Academics. This may be done in writing or orally. Written complaint is preferable.
- (b) FIP or member/s of the 'Enquiry Committee' 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 Dean Academics as stated above.

6.3 Enquiry Committee (EC)

A three-member enquiry committee, (of which one will be a female member) to be nominated by the Director 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 3 days of reporting the incident and reports

finalized by the 'Enquiry Committee' pinpointing the involvement of the accused along with recommendations relating to the punishment will be submitted to the Dean Academics maximum within a period of 4 weeks. In exceptional circumstances, The Dean Academics may grant extension to the time limit under information to the complainant and the accused.

6.4 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.

6.5 Punishment / Penalties for 'ragging'

Based on the report of enquiry submitted by the 'Enquiry Committee', the Dean Academics of the Institute will be empowered to impose any of the punishment/(s) listed below or any other kind of punishment, which he may consider to be appropriate.

- (a) Withholding scholarships or other benefits
- (b) Debarring from representation of events.
- (c) Withholding results
- (d) Expulsion from hostel / mess.
- (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 / expulsion from the Institute
- (k) Collective punishment in case the individual/(s) committing or abetting "ragging" are not identified.

6.6 Appeal

Appeal with regards to any action taken against the accused at any level and / or against the punishment awarded under this policy by the 'Dean Academics', 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. He will also possess powers to exercise his discretion with respect to any or all of the clauses of this policy.

AFFIDAVIT BY STUDENT

I,.....Enrolment No.....
of class.....Branch.....Year.....Dept..... having been
admitted to Indian Institute of Management, Kashipur, have received a copy of the UGC
Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009,
(hereinafter called the “Regulations”) carefully read and fully understood the provisions
contained in the said Regulations.

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

3. I have also, in particulars, perused clause 7 and clause 9.1 of the Regulations 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 or passively, or being part of a conspiracy to
promote ragging.

4. I hereby solemnly aver and undertake that

(a) I will not indulges in any behaviour or act that may be constituted as ragging under
clause 3 of the Regulations.

(b) I will 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.

5. I hereby affirm that, if found guilty of ragging, I am liable to punishment according to
clause 9.1 of the Regulations, 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.

6. 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 ofmonth
of.....year..... after reading the contents of this affidavit.

OATH COMMISSIONER

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs.....declare that, my ward Mr./Ms.....Enrolment No.....of class.....Branch.....Year.....Dept..... having been admitted to Indian Institute of Management Kashipur, have received a copy of the UGC Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulations.

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

8. I have also, in particulars, perused clause 7 and clause 9.1 of the Regulations 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.

9. I hereby solemnly aver and undertake that

- (c) My ward does not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
- (d) My ward 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.

10. I hereby affirm that, if found guilty of ragging, my ward is liable to punishment according to clause 9.1 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.

11. 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.....year..... after reading the contents of this affidavit.

OATH COMMISSIONER