

ANTI-RAGGING POLICY

Regulation for Prevention and Control of Ragging

Policy

Ragging in all its forms is not allowed in the Institution. It is also prohibited in all its establishments, including the academic, residential, and sports centers. The Institution will take stern action against individuals found guilty of ragging. This includes, but is not limited to, criminal proceedings, cancellation of admission, and/or expulsion. The Institution is bound by the provisions of the University Grants Commission's Regulations on ragging.

Regulation

The following regulation aims to prevent, eliminate, and control the menace of Ragging in all its forms on the students of the Institution. This Regulation will come into force in its retrospective effect after the Head of The Institution has approved it.

1. What Constitutes Ragging

- a. This Regulation pertains to the actions or behavior of any student or any other student that is intended to show or have the power or authority over another student.
- b. Conducting or handling students in a manner that has the effect of harassing or treating a student or another individual is prohibited.
- c. Indulging in undisciplined activities or actions that cause or are likely to cause harm to a student or another individual is also prohibited.
- d. Conducting or asking students to perform a specific act or perform something which they will not be asked to do in the ordinary course is also prohibited.
- e. Physical abuse, including but not limited to sexual assault, stalking, and other forms of violence, is also prohibited.

- f. A student or group of students may also prevent, disrupt, or disturb the academic activities of a fresher or any other student.
- g. Any act of physical abuse, including but not limited to sexual assault, gay or lesbian assaults, or any other forms of violence, is also prohibited.
- h. An abusive or obscene act may be made by means of email, spoken words, or posted online. It can also be done passively or actively participating in a discomfiture that's being meted out to a student.
- i. Any act of physical or mental abuse, including but not limited to bullying or exclusion, which is targeted at another student on the ground of race, religion, ethnicity, gender, or sexual orientation is also prohibited.

2. Definitions

The terms used in this Regulation shall have the same meaning and connotation as has been defined under Clause 4 of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions 2009 as amended from time to time except for what has been specifically provided herein.

- a) 'Anti-Ragging Committee (ARC) means the Anti-Ragging Committee formed and existing under this Regulation with jurisdiction over all the Campuses of the Institution.
- b) 'Anti-Ragging Squad' (ARS) means the Anti-Ragging Squad formed and existing under this Regulation in every Campus of the Institution
- c) 'Campus' means the Campus of the Institution established within India and shall include the Nodal Office/s and such other establishments of the Institution and will mean to cover all its premises, departments, centers, libraries, canteens/cafeterias, workshops, playgrounds, gyms, sports areas, residences/hostels and such other academic and non-academic locations.
- d) 'Committee': Committee or Enquiry Committee (by whatever name called) means and includes any Committee constituted by the Anti-Ragging Squad or by the Anti-Ragging Committee at the discretion to study or to enquire into any of the matters covered by or for the purpose of this Regulation.

- e) SWC means Student welfare coordinator of the Institution.
- f) 'FIR Case': FIR Case refers to a case of Ragging which the Head of the Institution shall be mandated to file information with the local Police Station / Local Authority and shall include all cases of Ragging that fall under the category of cognizable offenses as per the Criminal Procedure Code of India such as murder, rape, kidnapping, theft, etc. and will include penal cases (guided by its gravity or severity) relating to
- (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 the body causing hurt or grievous hurt
 - (vii) Use of criminal force
 - (viii) Assault as well as sexual offenses or Unnatural offenses
 - (ix) Extortion
 - (x) Criminal trespass
 - (xi) Offences against property,
 - (xii) Criminal intimidation
 - (xiii) Attempts to commit any or all of the above-mentioned offenses against the victim(s) or
 - (xiv) Physical or psychological humiliation. It will also include cases of Ragging that cause grievous hurt or injury as defined hereunder or that fall under the category of Ragging of Grievous nature.
- g) '**Fresher**': Fresher means a student who has been admitted to any course offered at in the institution and who is undergoing the first year of his/her study.
- h) '**Grievous Injury**': Grievous hurt or injury shall have the same meaning as defined in Section 320 of the Indian Penal Code and includes Emasculation, Permanent privation of the sight of either eye, Permanent privation of the hearing of either ear, Privation of any member or joint, Destruction or permanent impairing of the powers of any member or

joint, Permanent disfiguration of the head or face, Fracture or dislocation of a bone or tooth or any hurt which endangers life or which causes the sufferer to be during the space of twenty days in severe bodily pain, or unable to follow his ordinary pursuits.

- i) **'Institution'**: Institution SEICOM Institution and all its Campuses.
- j) **'Penal Law'** means Indian Penal Code, Criminal Procedure Code of India, and provisions of any other law that provide for the punishment of offenses of criminal nature.
- k) **'Ragging of Grievous nature'**: Ragging of serious or grievous nature means and includes such acts of ragging which causes deep/lasting mental or physical agony to the victim or that causes grievous injury.
- l) **'Head of the Institution'** means the Head of the Institution of the Institution

3. Awareness Documentation

- a) The Institution's website and all its related materials shall carry a notice that states that RAGGING in all its forms is a criminal offense and shall be banned in all its establishments.
- b) The Institution shall take strict action against individuals found guilty of ragging and/or abetting ragging. The punishment includes but is not limited to the cancellation of admission or criminal proceeding against the accused.
- c) An offense of ragging may be charged on a written complaint or through an independent finding conducted by the Anti-Ragging Squad.
- d) Notices of ragging may be displayed in the Departments and other locations as directed by the Chairman of the Committee.
- e) The orientation and admission process for the new students as well as the annual address to the senior students of the Institution shall have a brief narrative.
- f) The link to this regulation and the other regulations related to ragging can be found on the Institution's web page.
- g) The link to this regulation and the other regulations related to ragging can also be found on the Institution's web page.
- h) The admission form for admission to any course or program at the Institution should be filled out by the student and his or her parent or guardian.

- i) All documents related to admission to any program or course shall include the student's Character and Conduct certificate.
- j) The Institution's website and the Departmental Notices Boards shall carry details of the steps taken by the Institution to deal with any ragging incident.
- k) The Student Handbook should also have a separate section that contains the details of the regulations and the contact details of the relevant authorities.
- l) All persons engaged in teaching, non-teaching, or other related activities at the Institution shall be informed of the details of this regulation and of their duties to report any incident of ragging.

4. Prevention and Mentoring

A Freshers Fest should be held on working days and supervised by the class teachers. No freshers' Fest can be held without the approval of the Chairman.

Class teachers should report any case of ragging to the concerned Faculty Convener.

The Convener should also explain the ill effects of ragging to the students.

The wardens of the hostels should monitor the activities of the inmates and should intervene if needed. All complaints of suspected ragging should be recorded in a format that can be easily accessed.

No Senior student is supposed to visit the dorm room or residence of a Fresher without valid reasons. This should be considered as proof of ragging.

Every class has an Anti-Ragging Student Mentor. This consists of students who are under the supervision of a Class Teacher. They should carry out anti-ragging activities at least once a month in the first and subsequent semesters.

These activities should be carried out in the form of discussions, debates, street plays, and case studies to create a proper sensitization of evil.

5. Monitoring / Controlling Committees:

a) Anti-Ragging Committee:

- i. The Head of the Institution shall be the head of the committee and its members will have a tenure of one year.

- ii. One representative of each of the following divisions: Civil Administration, Police Administration, Local Media, and Education. Four teaching faculty members and two first-year students.
- iii. One of the teaching faculty members will be the convener to the committee and will be responsible for its meetings and reports.
- iv. The Head of the Institution may also approve the establishment of an independent committee to be responsible for the anti-ragging activities of the Off Campuses.
- v. The Anti-Ragging Committee shall be composed of faculty members and students and shall be responsible for enforcing this Regulation. It shall also take appropriate decisions and send out appropriate punishments to the students found guilty.
- vi. The committee's decisions are final and binding and shall be communicated to the guilty party immediately.
- vii. The Head of the Institution may order the implementation of the recommendations of the Anti-Ragging Squad if he or she is satisfied with their report.
- viii. The committee may issue guidelines on a particular topic, as it deems necessary. The Head of the Institution may also initiate Suo-moto action against those involved in ragging. The committee may meet as many times as needed.
- ix. The committee's meeting should be at least 13 members, and the chairperson should be present. Any decision made by the committee should be deemed invalid if it lacks a quorum.

Anti-Ragging Squad (ARS):

- i. The Anti-Ragging Committee will be headed by the Head of the Institution, who will be in charge of selecting members.
- ii. One Representative of each of the following departments: Civil Administration, Police Administration, Local Media, and Two-Parent Representatives.
- iii. One of the teaching faculty members will be appointed as the Convener of the Committee. He or she will be responsible for keeping the minutes of the Committee's meetings.
- iv. The Head of the Institution may also create an independent committee to be responsible for the activities related to the Off Campuses of the Institution.

- v. The committee shall meet once a week and consider the recommendations of the anti-ragging squad. It will then make a final and binding decision on the guilty party.
- vi. The Head of the Institution may order the implementation of the recommendations of the Anti-Ragging Squad. The Committee may also issue guidelines to the squad on any specific matter.
- vii. The Head of the Institution may also initiate Suo-moto action against individuals involved in ragging. The Committee may also meet as many times as needed.
- viii. The meeting's quorum should be 13 members, which includes the Chairman. Any decision made by the committee should not be invalidated due to the lack of quorum.

b) Monitoring by Head of the Department:

Every academic department has a Register of ragging cases that includes the date when the alleged incident happened, the accused's name, and the date when the victim reported it and the action taken. The department's faculty members must also read and discuss the register's contents in their weekly meetings.

c) Anti-Ragging Monitoring Cell:

- i. The Institution has a designated Anti-Ragging Monitoring Cell which shall be headed by the SWC. Its functions shall be carried out in accordance with the provisions of the Institution's Anti-Ragging Regulation.
- ii. The Cell shall keep track of the cases handled by the Anti-Ragging Committee and the decisions made by the Committee. It also updates the Squads at the Institution when necessary.
- iii. The Cell coordinates statistical data on Ragging at all the campuses of the Institution. It reports the same to the Office of the Registrar.

Duties and Powers of the Head of the Institution:

- i. The Head of the Institution shall determine if an incident of ragging is a case of FIR or if so determined if so filed within twenty-four working hours after the receipt of the report by the Anti-Ragging Squad.



- ii. The Head of the Institution is the nominated authority to appoint the members of the committee and the anti-ragging squad. He or she may change the members of the committee or the squad at any time.
- iii. The Head of the Institution shall have the authority to review and decide on an appeal made by the Anti-Ragging Committee. He or she shall also constitute an independent Appellate Committee.
- iv. The appeal proceedings should be completed within three working days after the receipt of the appeal.
- v. At the request of the concerned, the Head of the Institution may relax the time limits mentioned under Clauses of this Regulation.

6. Procedure to register the Complaint by the affected:

- i. Any student who has been the victim of Ragging must immediately report the incident to the Institution's Anti Ragging Squad or to the head of the department concerned.
- ii. The head of the department or the Anti-Ragging Squad should receive and record the complaint in the Register maintained by him or her.
- iii. Where the student is not able to provide the complaint in person, it may be submitted by the parent or guardian. The head of the department shall record the details of the complaint in the Register maintained by him or her.
- iv. The SWC shall immediately refer the matter to the chairperson of the Anti-Ragging Squad.
- v. Any questions or complaints that are not answered shall not be entertained.

Punishment for Ragging:

- i. The Anti-Ragging Committee may impose punishment depending on the seriousness of the offense and the findings of its investigation.
- ii. Aside from the punishment, the Anti-Ragging Committee also has the authority to order various administrative and/or reformatory measures such as changing a Class or Section.


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- iii. The person who committed the offense may be liable for the punishments that are decided by the ARS.
- iv. One of the penalties that can be imposed for this offense is the cancellation of admission. Aside from this, the individual may also be barred from participating in any academic or athletic event, which includes but is not limited to, examinations, competitions, and festivals.
- v. Suspension from the Institution, expulsion from the Institution, and debarring from admission to other universities.
- vi. In collective punishment, the offense is committed by a group of people. This means that it is difficult to identify the individual who committed the crime.
- vii. The Institution's decisions on how to punish the guilty are final and binding on the individual regardless of the decision taken by the local or police authorities.
- viii. The decision of the Anti-Ragging Committee on the punishment shall be final and binding.

7. Appeal against the Punishment:

- i. The Head of the Institution shall determine if an appeal should be made against the punishment or the enquiry proceedings of the Anti-Ragging Squad.
- ii. Any student or individual who feels that they were the subject of punishment or the process of enquiry carried out by the Anti-Ragging Squad may appeal to the Head of the Institution within two working days from the date of the order.
- iii. An appeal should be in the form of a signed statement that explains the reason for the appeal and why it should be appealed.
- iv. The Head of the Institution shall take note of the appeal and communicate his decision on the appeal within seven days from the date of its submission.
- v. No appeal on the basis of compassion or on the merits of the Anti-Ragging committee's decision will be considered.

8. Matters not specifically provided for:

- i. The Institution has, in its own initiative, framed a Regulation which is in conformity with the provisions of the UGC Regulations 2009.

ii.This Regulation aims to provide the necessary conditions for the effective implementation of the regulations of the Institution Grants Commission.

iii.This Regulation shall apply to all matters relating to the Institution.


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Annexure (a)

ANTI-RAGGING UNDERTAKING BY STUDENT

(Under Section 3 (e) of the Regulation for Prevention and Control of Ragging (Revised) 2019)

With reference to my Application No. ----- and having been admitted to ----- Programme of Seicom Degree College, Tirupathi I ----- son/daughter of Mr./Mrs. ----- have this day made this undertaking as required by Seicom Degree College, Tirupathi Regulation for Prevention and Control of Ragging (Revised) 2019 made in pursuance of the UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions 2009 as amended up to date.

On behalf of myself and my parents, I would like to state that I have made this undertaking in pursuance of the Regulation for Prevention of Ragging and Control of Ragging issued by the Institution Grants Commission (UGC) in 2019.

I have fully understood the provisions of the Ragging and Control of Ragging Regulations as they were given to me by the Institution. As a result, I have made this undertaking in order to prevent myself from committing any act that may be regarded as Ragging.

I will not participate in any activities that may be regarded as Ragging. If found guilty of Ragging, I am subject to punishment according to the Ragging and Control of Ragging Regulations. I will not hurt anyone and will not cause any other harm if I am found guilty of Ragging.

I do not have been expelled or debarred from school or institution on the basis of being declared guilty of Ragging. However, if this is not true, my admission will be cancelled.

Date:


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Signature of the Student



Annexure (b)

UNIVERSITY GRANTS COMMISSION ANTI-RAGGING CELL

FAQ's

S. No.	Question	UGC Reply
1.	What is ragging?	<ol style="list-style-type: none">1. Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or a junior student.2. Indulging in rowdy or undisciplined activity which causes or are likely to cause annoyance, hardship or Psychological harm or to raise fear or apprehension thereof in a fresher or a junior student.3. Asking the students to do any act or perform something which such student will not do 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.
2.	Why would anyone indulge in ragging?	<ol style="list-style-type: none">1. To derive a sadistic pleasure2. To show off power, authority or superiority over juniors or freshers.
3.	Is some form of ragging good?	No. Ragging, in any form, is a reprehensible act of does no good to anyone. Every act of ragging, major or minor, is beyond the limits of decency, morality and humanity. Civilised societies across the world are doing away with this nefarious practice. Some states in India have done the same. Madhya Pradesh will do it this year.



4.	Why does ragging still exist?	<p>Earlier, public opinion against ragging was not as strong as it is now.</p> <p>It was not clearly defined what ragging is.</p> <p>Earlier, the concern was limited to a violent form of ragging and other forms were considered tolerable, even desirable. This is not the case now.</p>
5.	What is the "Zero-tolerance" policy?	<p>No act of ragging, major or minor, shall go unnoticed. No trigger, male or female, student or non-student, shall go unpunished. No institution that fails to take action against ragging shall be allowed to operate.</p>
6.	Who will implement this policy? everyone concerned, especially:	<p>The heads of the educational institutions.</p> <p>The State Government, through Divisional Commissioners.</p> <p>The opinion-makers.</p>
7.	How can we exterminate this evil practice?	<p>By the exercise of the disciplinary authority of the teachers over the students and of the management of the institutions over the teachers and students. No effort should be made to minimize the number of 'reported cases'. Reporting is to be encouraged through all available means. The anti-ragging movement should be initiated by the institutions right from the time of advertisement for admissions. The prospectus, the form for admission and /or any other literature issued to the aspirants for admission must clearly mention that ragging is banned in the institution and anyone indulging in ragging is likely to receive deterrent punishment.</p>

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8.	Whether despite all efforts of the Government, complaints in regard to ragging are still being received from schools and colleges.	<p>No. Ragging cases are not increasing in the Country. In pursuance of the Judgment of the Hon'ble Supreme Court of India dated 8.5.2009 in Civil Appeal No. 887/2009), the University Grants Commission framed "UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009" which were notified on 17th June 2009 and are to be mandatorily followed by all universities and colleges. The Regulations are available on the UGC website i.e. www.ugc.ac.in. From time to time UGC has sent the Circulars to the Universities and Colleges for curbing the menace of ragging in Higher Educational Institutions. UGC also publish the Public Notice in the leading newspapers in this regard at the beginning of academic session.</p>
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