

# **ANTI RAGGING POLICY AICTE/UGC REGULATIONS AS PER THE DIRECTIVE OF THE SUPREME COURT**



## **RAGGING**

### **Clause 3: What constitutes Ragging:**

#### **Ragging constitutes one or more of the following acts:**

- a) any conduct by a 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 indisciplined 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;
- 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, post, 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 of power, authority or superiority by student(s) over any fresher or any other student.

### **Clause 7 : Action to be taken by the Head 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 the 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, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, 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) Attempt 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”;

provided 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, to which the Institution is an affiliated Institution.

## **Clause 9: (Sub Clause 9.1)**

### **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 hereinunder:

- (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:
    - I. Suspension from attending classes and academic privileges;*
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- II. Withholding/withdrawing scholarship/fellowship and other benefits;*
- III. Debarring from appearing in any test/examination or other evaluation process;*
- IV. Withholding results;*
  - V. Debarring from representing the Institution in any regional, national or international meet, tournament, youth festival etc.;*
- VI. Suspension/expulsion from the hostel;*
- VII. Cancellation of admission;*
- VIII. Rustication from the Institution for a period ranging from one to four semesters;*
- IX. Expulsion from the Institution and consequent debarring from admission to any other institution for a specified period;*

provided that where the persons committing or abetting the act of ragging are not identified, the Institution shall resort to collective punishment.

- (c) 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 a University, to the Vice-Chancellor of the University;
  - II) In case of an order of a University to its Chancellor.

## **REGULATIONS/INSTRUCTIONS FOR BANNING RAGGING & ANTI-RAGGING MEASURES AT RKGIT**

### **1. Aim**

To root out ragging in all its forms from the Institute by instituting stringent anti-ragging measures and provisions for strict punishments to defaulters.

### **2. Terms of Reference**

- (a) Supreme Court Orders
- (b) UP Govt order dated 26 March 2009
- (c) UGC Regulations and Guidelines
- (d) AICTE Circular No.F.S.No-37-3/Legal/Approval/2009 dt.01.07.2009
- (e) AKTU Letter No. UPTU/KUS.KA./2015/61685-86 dt.23.07.2015

### **3. Prohibition of Ragging**

- (a) Ragging within the Institute Campus including its Departments and Hostels is strictly prohibited.
  - (b) Ragging in any form is prohibited also in the private lodges/buildings or any place where the students are staying.
  - (c) No person including students / staff / faculty shall participate or abet or propagate ragging in any form whatsoever.
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## 4. Punishments

Ragging is a cognizable offence under the law and the punishments to be meted out have to be exemplary and justifiably harsh to act as a deterrent. It may include:-

- (a) Cancellation of admission, suspension, rustication or expulsion from the Institute/ Hostel.
- (b) FIR with the police and arrest.
- (c) More severe punishment where justified, such as, fine / imprisonment etc.
- (d) Collective punishment may be imposed where involved persons are not identified.

## 5. Measures for Curbing Ragging

### (A) Before Admission

- (i) The Advertisement for Admissions will clearly mention:-  
"Ragging is totally banned in the Institute and anyone found guilty of ragging and/or abetting ragging will be appropriately punished."
- (ii) Admission Prospectus & Admission letters will also have full text of Anti-Ragging Regulations.
- (iii) Application Form and especially the Registration Form at the time of registration for a Semester will require two Affidavits on Rs.10.00 stamp paper each, duly notarized, one signed by the student and the other signed by the parent. Drafts of the Affidavits are given at the Institute website.
- (iv) A student will not be admitted/registered until the Affidavits mentioned in para 5(A) are submitted.
- (v) Students allotted Hostel accommodation are required to submit two copies of details of parents and local guardian along with their photographs in the prescribed format. Students will not be registered and assigned hostel seat until the above documents are submitted at the time of registration for the Hostel.
- (vi) Create awareness through wide spread publicity - posters, leaflets etc. among the students, parents and guardians before start of the academic session. The posters and banners etc will be displayed at-least 10 days before the start of the semester in all prominent places including Hostels, Cafeterias and common activity areas and entry points.

### (B) After Admission

#### (a) Special advice to Freshers

- (a) Freshers should not hesitate or feel shy of reporting any incident of ragging either as a victim or as a witness.
- (b) Freshers should move in groups. They may resist individually or collectively any attempt by seniors towards bullying or ragging and also immediately report to any of the authority whose contact numbers are available in this manual.
- (c) The important contact numbers should be entered and saved in their respective mobile phones.

**(b) Anti-Ragging Complaint Boxes**

Anti-Ragging Complaint Boxes have been placed in selected areas in the Institution and the Hostels for students who may drop in their complaints on any incident of ragging which has not otherwise been reported, for immediate necessary action.

**(c) Important Emergency Contact Nos.**

(i)	Dr. D.R. Somashekar, Director	9582900185
(ii)	Mr. H. G. Garg, Dean Student Welfare & Chief Proctor	9582945606
(iii)	Dr. Poonam C. Kumar, HOD AS&H	9582945611
(iv)	Dr. Puneet C. Srivastava, Dean 2nd shift	9582945399
(v)	Dr. Vibhuti Tyagi, HOD MBA	8588831328
(vi)	Dr. Pavan Kr. Shukla, Chairman, SAC	9811820346
(vii)	Dr. Mamta Goel, Chairperson, Women Cell	7678355660
(viii)	Dr. Vishwanath Agrahari, Assoc. Prof, Pharmacy	9871229177
(ix)	Help Line no. (Control Room)	7838982666

**(d) Anti-Ragging Control Room**

The Control room has been established in 'B' Hostel (Patel Bhawan) and will be operative round the clock. Any one of the following may be contacted:

S.No.	Name	Designation	Contact No.	Remark
1	Mr. Nikunj Kumar	Asst. Prof., CSE 2 <sup>nd</sup> shift	8750879233	Faculty Convener Control Room
2	Mr. Mayank Gupta	Asst. Prof., CSE 1 <sup>st</sup> shift	8534088865	Faculty Co-convener Control room
3	Mr Alok Kumar Singh	Warden 'B' hostel	9821568630	Coordinator Control Room
4	Mr. Rajnish Kr. Pandey	Warden 'C' hostels	9582991858	-
5	Mr. Munna Kr. Mahato	Warden 'F' hostel	9582945632	-
6	Mr. Akhilesh Kumar	Warden 'AC' hostel	9582945631	-
7	Sonu Yadav	Caretaker 'D' & 'E' hostels	9643632205	-
8	Mr. Gajendra Kumar	Caretaker 'B' & 'C' hostels	9758965479	-
9	Control Room no.	Mobile no.	7838982666	-

**(e) Apex Monitoring Body - Anti-Ragging**

The Apex Monitoring Body consisting of following persons has been formed for monitoring the activities of Anti-Ragging Squads, Control Room, Anti Ragging Committee and to decide appropriate punishment/penalty in each case referred to it :

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S.No.	Name	Designation	Contact No.
1	Dr. D.R. Somashekar	Director	9582900185
2	Mr. H.G. Garg	Dean (SW) & Chief Proctor	9582945606
3	Dr. Monika Sachdeva	Principal Pharmacy	9818443661
4	Dr. Puneet C. Srivastava	Dean (2 <sup>nd</sup> shift)	9582945399
5	Dr. Poonam C. Kumar	HOD AS&H	9582945611
6	Dr. Vibhuti Tyagi	Professor & Head MBA	8588831328

All matters relating to ragging will be reported to the Apex Monitoring Body.

**(f) Anti-Ragging Committee**

S.No.	Name	Designation	Contact No.
1	Dr. D.R. Somashekar	Director, Chairman	9582900185
2	Mr. H. G. Garg	Dean Student Welfare, Member	9582945606
3	Mr. Shiv Pratap Shukla	City Magistrate Ghaziabad, Member	6306605595
4	Mr. Avnish Kumar	C.O. 2nd, Sihani Gate, Member	9643322907
5	Mr. Nand Kishore	Media Person, Member	9560619296
6	Ms. Nitesh Tomar	NGO, Member	9310103135
7	Dr. Puneet C. Sivastava	Dean (2nd shift), Member	9582945399
8	Dr. Poonam C. Kumar,	HOD, AS&H, Member	9582945611
9	Mr. Munna Kr. Mahto	Warden, Member	9582945632
10	Mrs. Shweta Sharma	Warden, Member	9582945619
11	Mr. Sandeep Mittal	Parent, Member	9058080834
12	Mr. Sanjay Kansal	Parent, Member	8077011691
13	Mr. Lovish Rana - CSE	Student-IV year, Member	9079771991
14	Mr. Sumit Singh- ME	Student-IV year, Member	8707834382
15	Ms. Anushka Agarwal - ECE	Student-IV year, Member	9718829141
16	Ms. Prachi Mishra - IT	Student-IV year, Member	8750256924
17	Mr. Ritu Raj Khare - EEE	Student-III year, Member	7355694489
18	Mr. Abhijeet Singh - CE	Student-III year, Member	8449127413
19	Ms. Alka Singh - IT	Student-III year, Member	<b>70881266888</b>
20	Ms. Niharika Rai – CSE	Student-III year, Member	8851350541

- (i) This Committee will be fully responsible to ensure that no incident of ragging takes place and will also monitor that the instructions are followed scrupulously.
- (ii) The Committee will also maintain vigil and ensure that the Anti-Ragging Squads carry out their functions properly.

**(g) Anti-Ragging Squad**

List of members of Anti-Ragging Squad and their Telephone numbers are given below:

S.No	Name	Designation	Status	Mobile No.
1	Dr. Puneet C. Srivastava	Dean (2 <sup>nd</sup> shift)	Convenor	9582945399
2	Dr. Vibhuti Tyagi	Professor & Head MBA	Member	8588831328
3	Dr. Lalit Kr. Saraswat	Professor, CSE	Member	9717395658
4	Dr. Prag Singhal	Assoc. Prof. AS&H	Member	9999056894
5	Mr. Manish Gaur	HOD, ME	Member	9911509261
6	Mr. Abhinav Agarwal	Assoc. Prof. Pharmacy	Member	9410683982
7	Mr. Umesh Kr. Jha	Asstt. Prof., ME	Member	8588831326
8	Mr. Anuj Kumar	Asstt. Prof., ECE	Member	9891156384
9	Mr. Kunal Lala	Asstt. Prof. ECE	Member	9953768760
10	Mr. Alok Tyagi	Asstt. Prof., EEE	Member	9582801469
11	Mr. Amit Kr. Yadav	Asstt. Prof., EEE	Member	8860676129
12	Mr. Vaibhav Sharma	Asstt. Prof., ECE	Member	9711155546
13	Mr. Akhilesh Kumar	Warden, AC Hostel	Member	9582945631
14	Mr. Rajnish Kr. Pandey	Warden, 'C' Hostel	Member	9582991858
15	Mrs. Shweta Sharma	Warden, Sr. Girls Hostel	Member	9582945619
16	Mrs. Poonam Sharma	Offg. Warden, 1st Year Girls Hostel	Member	9582945624

On the report of Anti-ragging Squad(s) or any other person who witnesses the incident of ragging or on the complaint of any fresher student, immediate action will be taken by the Apex Monitoring Body which in turn will decide appropriate punishment from the list of punishments in the Regulations.

**The Anti Ragging Squads will also be formed at the Department level and for hostels separately.**

## 6. Instructions specific to Hostels

- The hostels for the fresher students will be in separate hostel blocks and entry into the freshers hostel will be manned by security staff round the clock.
  - No one, particularly the senior students, will be permitted to enter the fresher's hostel at any time. Similarly, fresher students will not be permitted to visit hostels of senior students.
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The responsibility for ensuring the above instructions will be of the security guard/guards/ Hostel staff on duty in the freshers' hostels. Responsible security guards will be detailed by the Security officer / supervisor.

- (c) All fresher students will report back in their respective hostel rooms latest by 09:30 PM.
- (d) All senior hostel students will be in their respective hostels latest by 10:00 PM.
- (e) Proper attendance of hostel students both freshers & seniors will be taken at 9:30 PM and 10:00 PM respectively, every day by the respective Wardens and the attendance report will be submitted to the Anti-Ragging Control Room and the Chief Warden on the next working day.
- (f) All hostel students will abide by the Hostel Rules in addition to the Anti-Ragging Regulations/ instructions.
- (g) The Day Scholars will not be permitted in the hostels unless specifically allowed for valid reasons by the Chief Warden. The Day scholars are also not permitted inside the campus after 8 PM. Any violation may attract heavy penalty / disciplinary action.

## 7. Proctorial Board

The Proctorial Board will consist of faculty members to ensure proper order and discipline in the campus. The members of the Proctorial Board are as under:

S.No	Name	Designation/Department	Position	Contact No.
1	Shri H.G. Garg	Dean (SW)	Chief Proctor	9582945606
2	Dr. Puneet C. Shrivastava	Dean 2 <sup>nd</sup> shift	Member	9891886368
3	Dr. Sanjeev Goyal	Prof, A S& H	Member	9313130034
4	Dr. Pavan Kumar Shukla	Prof., ECE	Member	9811820346
5	Dr. Amit Singhal	Prof. CSE 2 <sup>nd</sup> shift	Member	9999243566
6	Dr. Mamta Goel	Assoc.Prof, A S& H	Member Secretary	9899903170
7	Dr. Himani Mittal	Assoc. Prof., ECE	Member	9810916781
8	Dr. Vishwanath Agrahari	Assoc. Prof., Pharmacy	Member	9871229177
9	Dr. Sanjay Singh	Asstt. Prof., AS&H	Member	9837451209
10	Mr. Alok Tyagi	Asstt.Prof , EEE	Member	9582801469
11	Mr. Arvind Tiwari	Asstt.Prof, ME	Member	7838047143
12	Ms. Nishi Pathak	Asstt. Prof., MBA	Member	9990413429
13	Ms. Pooja Vajpayee	Asstt Prof., CSE	Member	9953884726
14	Mr. Anuj Kumar	Asstt Prof., ECE	Member	9582945601
15	Mr. Anil Kumar Singh	Asstt. Prof., EEE	Member	8882275073
16	Mrs. Ritu Agarwal	Assoc. Prof., IT	Member	9818400119
17	Mr. Vikas Tyagi	Asstt. Prof., CE	Member	8057693470
18	Mr. Harsh Mohan Sharma	Asstt. Prof., MBA	Member	9210834214



## 8. Action Procedure

- (a) Any incident of ragging noticed by Anti Ragging Squad(s) or a Patrol Party or by any Faculty member, Staff or Student will be promptly reported to Anti Ragging Control Room which will work round the clock.
- (b) The Anti Ragging Control Room will in-turn report the matter to the Apex Monitoring Body immediately.
- (c) Depending upon the gravity of the matter and the urgency involved, the Apex Monitoring Body may take immediate action in the matter which may include:
  - 1. Sending reinforcement or any medical help, if required.
  - 2. Suspension from attending classes.
  - 3. Debarring from appearing in any test/examination or other evaluation process.
  - 4. Withholding results.
  - 5. Withholding/withdrawing scholarship/fellowship and other benefits.
  - 6. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
  - 7. Suspension/expulsion from the hostel/Institute.
  - 8. Cancellation of Admission.
  - 9. Rustication from the Institution for a period ranging from 1 to 4 semesters.
  - 10. Expulsion from the Institution and consequent debarring from admission to any other Institution.
  - 11. The Anti Ragging Committee will examine the matter which has been reported to it and recommend appropriate penalty/punishment against the delinquent student(s) for decision of the Apex Monitoring Body. **The decision of the Apex Monitoring Body in all matters of ragging will be final** (Wherever required the Apex Monitoring Body may report the matter to Civil Police or the Distt. Administration or lodge an FIR etc).

In appropriate cases where it is not expedient to wait for the report/recommendation of the Anti Ragging Committee, the Apex Monitoring Body, will be competent to award any punishment to the delinquent student(s).

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## **WOMEN CELL**

### **COMPLAINTS COMMITTEE**

<b>S.No</b>	<b>Name of Faculty</b>	<b>Designation / Department</b>	<b>Status</b>	<b>Contact No.</b>	<b>Email Address</b>
1	<b>Dr. Mamta Goel</b>	<b>Assoc. Prof. AS&amp;H</b>	<b>Chairperson</b>	<b>9899903170</b>	mamtafsh@rkgit.edu.in
2	Dr. Manjusha Goel	Asst. Prof. MBA	Member	9811651235	mgmbafba@rkgit.edu.in
3	Ms. Geetika Mehta	Asst. Prof. B.Pharma	Member	8284826599	geetikaintouch@gmail.com
4	Mr. Rajnish Kr. Verma	Asst. Prof. ME	Member	9953555701	rajmefme@rkgit.edu.in
5	Dr. Archana Gupta	NGO Representative	Member	9910623934	Drarchanagupta14041972@gmail.com
6	Ms. Nidhi Singh	4 <sup>th</sup> year / ME	Member	8373990854	-
7	Ms. Ayushi Saxena	3 <sup>rd</sup> year / CSE	Member	8946034512	-

**Email Id : womencell@rkgit.edu.in**

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## **GRIEVANCE REDRESSAL MECHANISM**

A Grievance Redressal Committee consisting of following persons is existing in the Institute for redressal of grievances of the faculty, staff and the students:

<b>S.No.</b>	<b>Name</b>	<b>Position</b>	<b>Contact No.</b>
1	Dr. D.R. Somashekar, Director	Chairman	9582900185
2	Shri H.G. Garg, Dean Student Welfare	Member	9582945606
3	Dr. Puneet C. Srivastava, Dean 2 <sup>nd</sup> shift	Member	9582945399
4	Dr. Vibhuti Tyagi, HOD, MBA	Member	8588831328
5	Dr. Poonam C. Kumar, HOD, AS&H	Member	9582945611
6	Dr. Pavan Kumar Shukla, Coordinator, ECE, 2 <sup>nd</sup> Shift	Member	9811820346

Apart from the above Grievance Redressal Committee at the Institute level there is also a 'Women Cell' in the Institute and the complaints relating to sexual harassment may be addressed to the Women Cell for appropriate action.

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