5.1.4 Student Support And Progrssion

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies

2. Organisation wide awareness and undertakings on policies with zero tolerance

3. Mechanisms for submission of online/offline students' grievances

4. Timely redressal of the grievances through appropriate committees

Index

1	Proof w.r.t Organization wide awareness and undertakings on policies with zero tolerance
	Index of Proof w.rt Organisation wide awareness and undertakings on policies with zero tolerance
2	Proof related to Mechanisms for submission of online/offline students grievances
	Index of Proof related to Mechanisms for submission of online/offline students grievances
3	Proof for Implementation of guidelines of statutory/regulatory bodies
4	Details of statutory/regulatory Committees
	Index of Details of statutory/regulatory Committees
5	Annual report and minutes of meetings of the committee monitoring the activities and number of grievances redressed to prove timely redressal of the grievances
	Index of Annual report and minutes of meetings of the committee monitoring the activities and number of grievances redressed to prove timely redressal of the grievances

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5.1.4. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.

1. Implementation of guidelines of statutory/regulatory bodies

• The institution has Grievance Redressal Cell, Internal Complaints Committee and Anti ragging committee to handle timely redressal of students grievances including sexual harassment and ragging cases.

• Anti ragging committee and Anti Ragging squad

• Internal Complaint Committee is responsible for looking into any complaints filed by students and staff about grievances at the college.

• Grievance Redressal Cell facilities the resolution of grievances in a fair and impartial manner maintaining necessary confidentiality

• Grievance Redressal Portal for submission of online grievances.

• Institution has provided disciplinary guidelines to the students.

2. Organization wide awareness and undertakings on policies with zero tolerance

• Students are briefed about misconduct and necessary action during the induction program as well as at the time of commencement of the academic year.

• The Anti-Ragging Policies are posted on campus board. It is clearly mentioned about activities which are considered as ragging and legal actions for such activities.

• Anti- ragging activities and related details are also available on the website.

• CCTV cameras are installed throughout the college to keep watch on any fraudulent activity and to monitor these activities.

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3. Mechanisms for submission of online/offline students' grievances

• Any student or parent or staff who want to initiate a grievance may in the firstinstance bring the issue to the notice of the Head of the respective department, who will address the issue and try to resolve it.

• If there is no response within the stipulated time from the respective departmentor grievant is dissatisfied with response/resolution to his/her grievance, then thegrievant is free to represent his/her grievance to the college Grievance Redressalcell in formal manner.

LSDP grievance redressal portal is available for online submission ofgrievances

The Committee shall meet and take the necessary actions to investigate the allegations and, if necessary, take the necessary action.

4. Timely redressal of the grievances through appropriate committees

There are 0 grievances found and resolved in last years

Year	No. of grievances received	Grievance redressal cell	Antiragging cell	Internal Complaint Committee
2022-23	0	0	0	0
Total	0			

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Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance

Sign in

➤ During the induction program and at the start of the academic year, students are informed about misconduct and the necessity of action.

➤ The Grievance Redressal Cell, Anti-Ragging, and Internal Complaint Committee Policies are also posted on the College website.

➤ Activities and related information of Grievance Redressal cell, Anti-Ragging. Internal complaint committee are also published on the internet, with clear mention of what constitutes a grievance and legal actions for such activities.

➤ CCTV cameras have been deployed all over the campus to keep an eye out for fraud and to monitor activities.

Index of Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance

Notice boards
Website proof of all committees
Sample format of undertaking (Blank)
Sample format of undertaking (Filled)
Antiragging affidavit filling process step by step on website
Policy of Grievance redressal cell
Policy of Anti-Ragging cell
Policy of Internal complaint committee

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Notice Board

Shri Wagheshwar Gramvikas Pratishthan's
LOKNETE SHRI DADAPATIL PHARATE COLLEGE OF PHARMACY
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GRIEVANCE REDRESSAL CELL

1	Dr. Hemant V. Kamble	Principal	Chairman
2	Ms. Bhavana P. Chaudhari	Associate Professor	Nodal Officer
3	Mr. Prasad C. Kute	Associate Professor	Member
4	Mr. Avinash V. Dhobale	Assistant Professor	Member
5	Mrs. Monali R. Bhalerao	Associate Professor	Member

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Anti-ragging Committee

1.	Dr. H. V. Kamble Principal	Chairman
2.	Mr. V. M. Satpute Asst. Prof	Nodal Officer
3.	Mr. Rushikesh Pawar Librarian	Member
4.	Mr. Vikram Dhawale Local Resident	Member
5.	Mr. Jadhav Saheb Police Administration Representative	Member
6.	Mr. Gavali Journalist	Member
7.	Mr. Sangram Dhawade Parent Representative	Member
8.	Mr. Suyog Das NGO Representative	Member
9.	Mr. Vijay Giri Final Year B. Pharm Student	Member
10.	Mr. Amar H. Salve Final Year B. Pharm Student	Member
11.	Ms. Diksha Bhosale Third Year. B. Pharm Student	Member

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MANDAVGAN PHARATA, PUNE 412211

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Shri Wagheshwar Gramvikas Pratishthan's

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INTERNAL COMPLAINT COMMITTEE

1	Dr. Hemant V. Kamble	Principal	Chairman
2	Dr. Mandanrao Mane	Associate Professor	Presiding Officer
3	Ms. Sonali V. Toge	Assistant Professor	Member
4	Ms. Jyoti N. Kadam	Outside Expert	Member
5	Mr. Navnath Nikat	Administrative Coordinating Officer	Member

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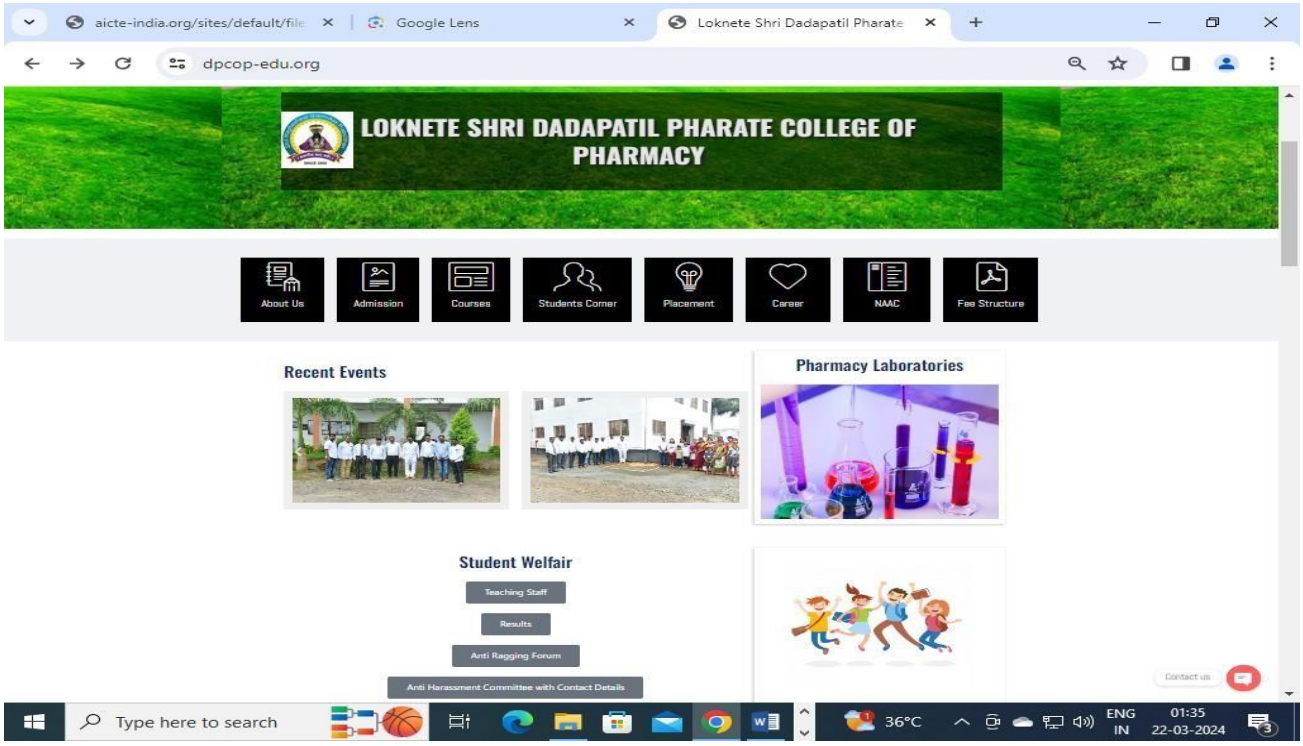
MANDAVGAN PHARATA, PUNE 412211

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Mechanism for submission of online student's grievances

Students can submit their grievances through online, by mail to the committee members. college website, on learning management system



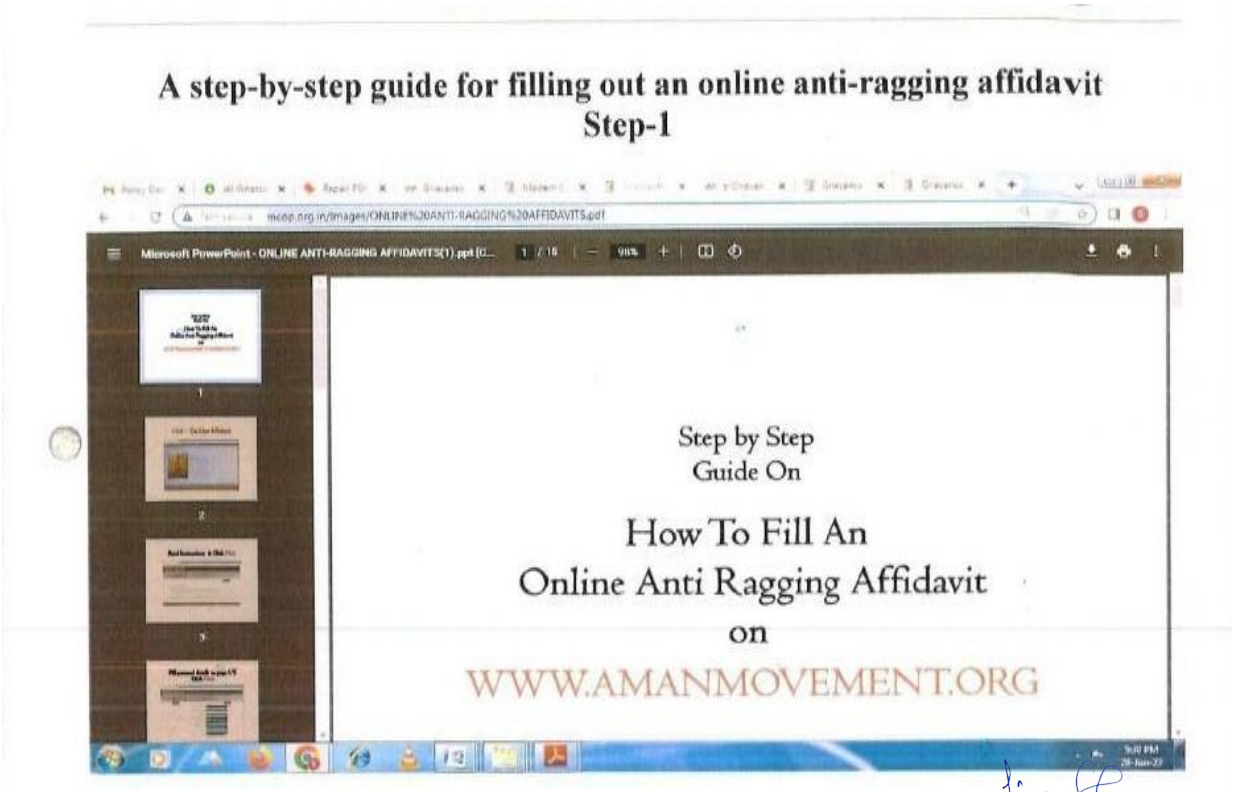
Students can submit their grievances online on the college website, all the committee members and their contact numbers are available on each cell portal. Following are the links for ench committee:

Grievance redressal cell https://dpcop-edu.org/wp-content/uploads/2024/01/Anti-Harrsament-Committee.pdf2. Antiragging-https://dpcop-edu.org/anti-ragging-forum/ 3. Internal Complaint Committee/Antisexual Harassment-https://dpcop-edu.org/wp-content/uploads/2024/01/Anti-Harrsament-Committee.pdf

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Antiragging affidavit filling process step by step on website



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ANNEXURE II AFFIDAVIT BY PARENT/GUARDIAN FOR ANTI-RAGGING

ANNEXURE II
AFFIDAVIT BY PARENT/GUARDIAN
(To be given on Non-Judicial Stamp Paper of minimum Rs.50/- and duly notarized)

I, Mr./Mrs./Ms._____(full name of parent/guardian) father/mother/guardian of , _____(full name of student) with JEE(Main) App No_____ and having been admitted to_____(name of the institution) , have received or downloaded 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.

1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2) I have also, in particular, 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.
3) I hereby solemnly aver and undertake that
   a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
   b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4) I hereby affirm that, if found guilty of ragging, my ward is liable for 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.
5) 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.
6) Along with the above mentioned points I do hereby declare that
   a) My ward will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
   b) My ward will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

Declared this_____day of_____month of_____year.

_____
Signature of deponent

Name:
Address:
Telephone/ Mobile No.:

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 at ----------(place) on this the ----------(day) of ----------(month) , ---------- (year) .

_____
Signature of Deponent

Solemnly affirmed and signed in my presence on this the ----------(day) of---------- (month) , ----------(year) after reading the contents of this affidavit.

OATH COMMISSIONER

Note: It is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic session

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ANNEXURE I

AFFIDAVIT BY THE STUDENT

(To be given on Non-Judicial Stamp Paper of minimum Rs.50/- and duly notarized)

I,_____(full name of student) with JEE(Main) App No_____ and having Aadhar card no/ Central Govt. Issued ID card no_____s/o d/o Mr./Mrs./Ms._____, having been admitted to_____(name of the institution), have received or downloaded 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.

1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2) I have also, in particular, 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.
3) I hereby solemnly aver and undertake that
   a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
   b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4) I hereby affirm that, if found guilty of ragging, I am liable for 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.
5) 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.
6) Along with the above mentioned points I do hereby declare that
   a) I will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
   b) I will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

Declared this_____day of_____month 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 at ----------(place) on this the ----------(day) of ----------(month) , ---------- (year) .

_____
Signature of Deponent

Solemnly affirmed and signed in my presence on this the ----------(day) of---------- (month) , ----------(year) after reading the contents of this affidavit.

OATH COMMISSIONER

Note : It is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic session

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Sample format of undertaking (Filled)

ANNEXURE I

AFFIDAVIT BY THE STUDENT

(To be given on Non-Judicial Stamp Paper of minimum Rs.50/- and duly notarized)

I, Nandev Aba Gadadhe (full name of student) with [illegible] No 25 and having Aadhar card no/ Central Govt. Issued ID card no ____ s/o d/o Mr./Mrs./Ms. Dashrath N. Gadadhe having been admitted to LSDPCOP. M.P. (name of the institution), have received or downloaded 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.

1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2) I have also, in particular, 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.
3) I hereby solemnly aver and undertake that
   a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
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4) I hereby affirm that, if found guilty of ragging, I am liable for 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.
5) 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.
6) Along with the above mentioned points I do hereby declare that
   a) I will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
   b) I will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

Declared this 10 day of 10 month of Oct year.
Friday Oct 2022

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 at Mandavgan (place) on this the Friday (day) of 10 (month), 2022 (year).
10 Thursday

Signature of Deponent

Solemnly affirmed and signed in my presence on this the Friday (day) of Oct (month), 2022 (year) after reading the contents of this affidavit.

OATH COMMISSIONER

Note : It is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic session

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ANNEXURE II
AFFIDAVIT BY PARENT/GUARDIAN
(To be given on Non-Judicial Stamp Paper of minimum Rs.50/- and duly notarized)

I, Mr./Mrs./Ms. Gadadhic Hamdeo Bag (full name of parent/guardian) father/mother/guardian of Gadadhe Dashrath (full name of student) with JEE(Main) App No_____ and having been admitted to_____(name of the institution) , have received or downloaded 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.

1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
2) I have also, in particular, 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.
3) I hereby solemnly aver and undertake that
   a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
   b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4) I hereby affirm that, if found guilty of ragging, my ward is liable for 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.
5) 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.
6) Along with the above mentioned points I do hereby declare that
   a) My ward will obey the code of conduct of the institute and do not indulge in any kind of in-disciplined activity while in and off the institution campus.
   b) My ward will be solely responsible for any kind of accident/mishap caused on account of the above mentioned clause (6.a).

Declared this Friday day of Oct month of 2021 year.

Signature of deponent

Name:
Address:
Telephone/ Mobile No.:

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 at Mandavga Pharata (place) on this the Friday (day) of Oct (month) , 2021 (year) .

Signature of Deponent

Solemnly affirmed and signed in my presence on this the Friday (day) of Oct (month) , 2021 (year) after reading the contents of this affidavit.

OATH COMMISSIONER

Note: It is mandatory to submit this affidavit in the above format, if you desire to register for the forthcoming academic session

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Policy of Grievance Redressal Cell (GRC)

1. Purpose

College has established Grievance Redressal Cell as per the norms and guidelines laid down by AICTE letter No. 1-101/DPG/AICTE/Ombudsman/2012 dated 9 July 2012 and University Grants Commission (UGC) (Ref: The Gazette of India, 23 March 2013). The cell works meticulously to address grievances/complaints of students, staff, faculty as well as parents. As per UGC guidelines, Principal is the Chairman of Grievance Redressal Cell and Principal formulates a grievance redressal cell for its smooth functioning. The committee designs and frames its policies and mechanism of function and the committee functions according to its policies which are also flashed on college website to solve complaints of students, faculty, staff and parents. The committee members are nominated by the Principal of the college. Grievance Redressal Cell (GRC) is formed in order to keep the healthy working atmosphere among students, faculty, staff and parents. This cell helps students, staff, faculty and parents to record their complaints and solve their grievances.

2. Objectives

1) To create a platform where stakeholders point out their problems, complaints, general drawbacks and limitations without fear.
2) To provide transparent and fair process of redressal
3) To investigate grievances thoroughly
4) To get suggestions from stakeholders for improvement
5) To give stakeholders the sense of participation in grievances solving
6) To restructure policies in the light of grievances

3. Facility

1) Suggestion box/complaint box is placed at the front of administrative office to receive the written complaints.
2) The complaints may be raised through email or through grievance portal login on college

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website.

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4. Functions

1) To address grievances amicably and fairly in time bound manner.

2) To investigate grievances/to-note suggestions of stakeholders

3) To keep record of grievances, scrutiny of grievances and follow redressal mechanism.

4) To prioritize grievances based on its seriousness and authenticity

5) To report the cases attended and solved and cases pending, if any, to the competent authority when necessary or on demand.

6) To modify composition of Grievance Redressal cell as per norms.

7) To keep updating the committee for government resolutions/competent authority resolutions and to document these resolutions.

5. Impact

To uphold the dignity of the college by ensuring strife free atmosphere in the college by promoting cordial student to student relationship, student to teacher relationship and staff to staff relations and relations with other stakeholders.



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Policy for Anti- Ragging (As per Hon'ble Supreme Court/AICTE/UGC)

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

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POLICY OF ANTI SEXUAL HARASSMENT CELL

SWGP's LSDP College of Pharmacy believes in gender equality & gender justice in all of its interventions & practices. Keeping these principles in centre, it is important to ensure an organizational climate that is free from discrimination & harassment with particular focus on sexual harassment. With this purpose, Anti Sexual Harassment cell is established in the college. The cell is responsible for looking into any complaints filed by students & staff about woman at the college. Objectives: The objectives of the Cell are: Prevent discrimination and sexual harassment against women, by promoting gender amity among students and employees. Make recommendations to the Principal and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women, by the students and the employees. Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment. Recommend appropriate punitive action against the guilty party. 1. Definition of Sexual harassment: According to the Supreme Court guidelines, Sexual harassment can be defined as "unwelcome" sexually determined behaviour (whether directly or by implication) as: Physical contact and advances Demand or request for sexual favours Sexually coloured remarks Showing pornography Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. Violence conduct or treatment or unlawful use of force. Harassment can take the appearance of bante i.e. teasing, mocking, joking, repartee, wit, chitchat etc.or even take on the shape of unwelcome physical contact. For example, Rebuff of payment or official endorsement in the absence of sexual favors. Ponographic pictures/messages displayed on desks, boards or sent by mails. Comment made about personal appearance and dress. Colored jokes shared in the college campus that's makes other uncomfortable. 2. Prohibited activities: Sexual harassment has been defined as a form of sexual discrimination, consisting of unwanted sexual advances. Examples of prohibited sexual harassment include: Supervisors or managers explicitly or implicitly suggesting sex in return for hiring, compensation, promotion or retention decision.

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Verbal or written sexually suggestive or obscene comments, jokes or propositions. Unwanted physical contact such as touching, grabbing or pinching. Displaying sexually suggesting objects, pictures or magazines. Countinual expression of sexual or social interest after an indication that such interest is not desired. Conduct with sexual implication when such conduct interferes with the employees work performance or creates an intimidating environment. Suggesting or implying that failure to accept a request for date or sex would adversely affect the employee in respect to a performance evaluation or promotion. 3. Complaint procedure: A complaint box shall be kept in the library for collecting the complaints. Any women and girl student who wants to files a complaint can do by either sending an email to members of anti sexual harassment cell or file written or signed complaint addressed to the chairperson of the cell. In case of sexual harassment the complaint shall include the specific nature of the incident, date and the place of the incident, name of all parties involved as well as a detailed report of all pertinent facts. A member who feels that's he or she has been harassed is strongly urged to immediately bring the subject to the attention of a member of the steering committee. Inquiries and/or complaints will be investigated as quickly as possible. Any investigation will be conducted in confidential manner with a thorough investigation of the complaints. 4. Discipline: Any member found to have harassed another member or guest will be subject to appropriate disciplinary procedure action including reprimands, suspension or termination of membership. A person committing sexual harassment may also be held legally liable for his or her actions under applicable law. We will endeavor to protect members to the extent possible from reported harassment by non-members such as from invited guest, hosting organization, vendors and other parties who have organizational contact with our members. 5. Complaint and redressal mechanism: The complaint box shall be opened every month to collect and sort out the complaints. The complaint shall be summoned to hear complaints if necessary. Complaint of harassment will be promptly and carefully investigated and Investigation will include interview with all relevant persons including the accused and other potential witness in the case of sexual harassment and decision on grievances to be taken at a fairly senior level. After hearing of complaint the committee shall take appropriate decision and

then same is communicated to the complainant if required. Any student filling genuine harassment complaint shall be protected from reprisal or retaliation as a result of filling the complaint. Investigators will make every effort to strike a balance between the parties' desires for privacy and the need to conduct a fair and effective investigation. If the complainant is not

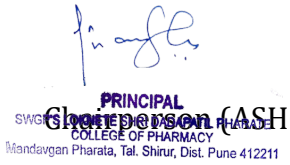
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satisfied with the decision of the committee then she/he can make appeal before the Campus Co-ordinator. Anti sexual harassment cell shall take rational decision to discharge its

duties/responsibilities for a smooth and efficient functioning of the college and to monitor overall discipline. 6. Punitive Action: An employee guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions: Suitable censure/warning Withholding of increments. Reduction to lower service, grade or post. Compulsory retirement. Removal from service, or Dismissal from service. A student guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions: Suitable censure/warning. Withholding/withdrawing scholarship/fellowship and other benefits. Rustication from the Institute for a period up to a certain period or Expulsion from the Institute. 7. Responsibility: Anti Sexual Harassment Cell members are responsible for implementation of this policy. PES's Modern College Of Pharmacy will make every reasonable effort to conduct all proceeding in same manner that will protect the confidentially of all parties. Parties to the complaints should treat the matter under the investigation with discretion and respect for the reputation of all parties involved.





Chairperson (ASHC)

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POLICY OF INTERNAL COMPLAINT COMMITTEE

LSDP College of Pharmacy believes in gender equality & gender justice in all of its interventions & practices. Keeping these principles in centre, it is important to ensure an organizational climate that is free from discrimination & harassment with particular focus on sexual harassment. With this purpose, Anti Sexual Harassment cell is established in the college. The cell is responsible for looking into any complaints filed by students & staff about sexual harassment at the college. Later the cell has been renamed as Internal complaint committee per the directives by AICTE

Objectives:

The objectives of the Cell are:

To prevent discrimination and sexual harassment against women, by promoting gender amity among students and employees.

To make recommendations to the Principal and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women, by the students and the employees.

To deal with cases of discrimination and sexual harassment against women, in time bound manner, aiming at ensuring support services to the victimized and termination of the harassment.

To recommend appropriate punitive action against the guilty party.

1. Definition of Sexual harassment:

According to the Supreme Court guidelines, Sexual harassment can be defined as "unwelcome" sexually determined behaviour (whether directly or by implication) as:

Physical contact and advances

Demand or request for sexual favours

Sexually coloured remarks

Showing pornography

Other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

Violence conduct or treatment or unlawful use of force.

Harassment can take the appearance of bante i.e. teasing, mocking, joking.

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repartee, wit, chitchat etc.or even take on the shape of unwelcome physical contact.

For example,

Rebuff of payment or official endorsement in the absence of sexual favors.

Ponographic pictures/messages displayed on desks, boards or sent by mails.

Comment made about personal appearance and dress.

Colored jokes shared in the college campus that's makes other uncomfortable.

2. Prohibited activities:

Sexual harassment has been defined as a form of sexual discrimination, consisting of unwanted sexual advances. Examples of prohibited sexual harassment include:

Supervisors or managers explicitly implicitly suggesting hiring, compensation, promotion or retention decision. in return for

Verbal or written sexunily suggestive or obscene comments, jokes or propositions.

Unwanted physical contact such as touching, grabbing or pinching.

Displaying sexually suggesting objects, pictures or magazines.

Countinual expression of sexual or social interest after interest is not desired.

Conduct with sexual implication when such conduct interferes with the employees work performance or creates an intimidating environment.

Suggesting implying that failure to accept a request for date sex would adversely affect the employee in respect a performance evaluation promotion.

3. Complaint procedure:

A complaint box shall be kept in front of office in corridor for collecting the complaints.

Any women or girl student who wants to file a complaint can do so by either sending an email to members of anti sexual harassment cell or file written or signed complaint addressed to the chairperson of the cell. In case of sexual harassment the complaint shall include the specific nature of the incident, date and the place of the incident.

name of all parties involved as well detailed report of all pertinent facts.

member who feels that's he she has been harassed is strongly urged to immediately bring the subject to the attention of a member of the steering committee. Inquiries and/or complaints will be investigated as quickly as possible. Any lnvestigation will be conducted in confidential manner with a thorough investigation of the complaints.

4. Discipline

Any member found to have harassed another member guest will be subject to appropriate disciplinary action including reprimands, suspension membership sermination of

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A person committing sexual harassment may also be held legally liable for his or her actions under applicable law.

The cell will endeavor to protect members to the extent possible from reported harassment by non-members such as from invited guest, hosting organization, vendors and other parties who have organizational contact with our members.

5. Complaint and redressal mechanism:

The complaint box shall be opened every month to collect and sort out the complaints. The complainant shall be summoned to hear complaints if necessary. Complaint of harassment will be promptly and carefully investigated and investigation will include interview with all relevant persons including the accused and other potential witness in the case of sexual harassment and decision grievances to be taken at a fairly senior level.

After hearing of complaint, the committee shall take appropriate decision and then same is communicated to the complainant if required. Any student filling genuine harassment complaint shall be protected from reprisal retaliation as result of filling the complaint. Investigators will make every effort to strike a balance between the party's desires for privacy and the need to conduct investigation. fair and effective

If the complainant is not satisfied with the decision of the committee then she he can make appeal before the Campus Co-ordinator.

Anti sexual harassment cell shall take rational decision to discharge its duties/responsibilities for a smooth and efficient functioning of the college and to monitor overall discipline.

6. Punitive Action:

An employee guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

- Suitable censure/warning
- Withholding of increments.
- Reduction to lower service, grade or post.
- Compulsory retirement.
- Removal from service, or
- Dismissal from service

A student guilty of sexual harassment shall be liable to give a written apology to the victim and any of the following punitive actions:

Suitable censure/warning.

Withholding/withdrawing scholarship/fellowship and other benefits.

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Ruatication from the Institute for a period up to a certain period or

Expulsion from the Institute.

7. Responsibility:

Anti Sexual Harassment Cell members are responsible for implementation of this policy. PES's Modern College of Pharmacy will make every masamable effort to conduct all proceeding in sume manner that will protect the confidentially of all parties. Parties to the complaints should treat the matter under the investigation with discretion and respect for the reputation of all parties involved



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Shri Wagheshwar Gramvikas Pratishthan's
LOKNETE SHRI DADAPATIL PHARATE COLLEGE OF PHARMACY
A/p-Mandavgan Pharata, Tal-Shirur, Dist-Pune, 412211.

Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

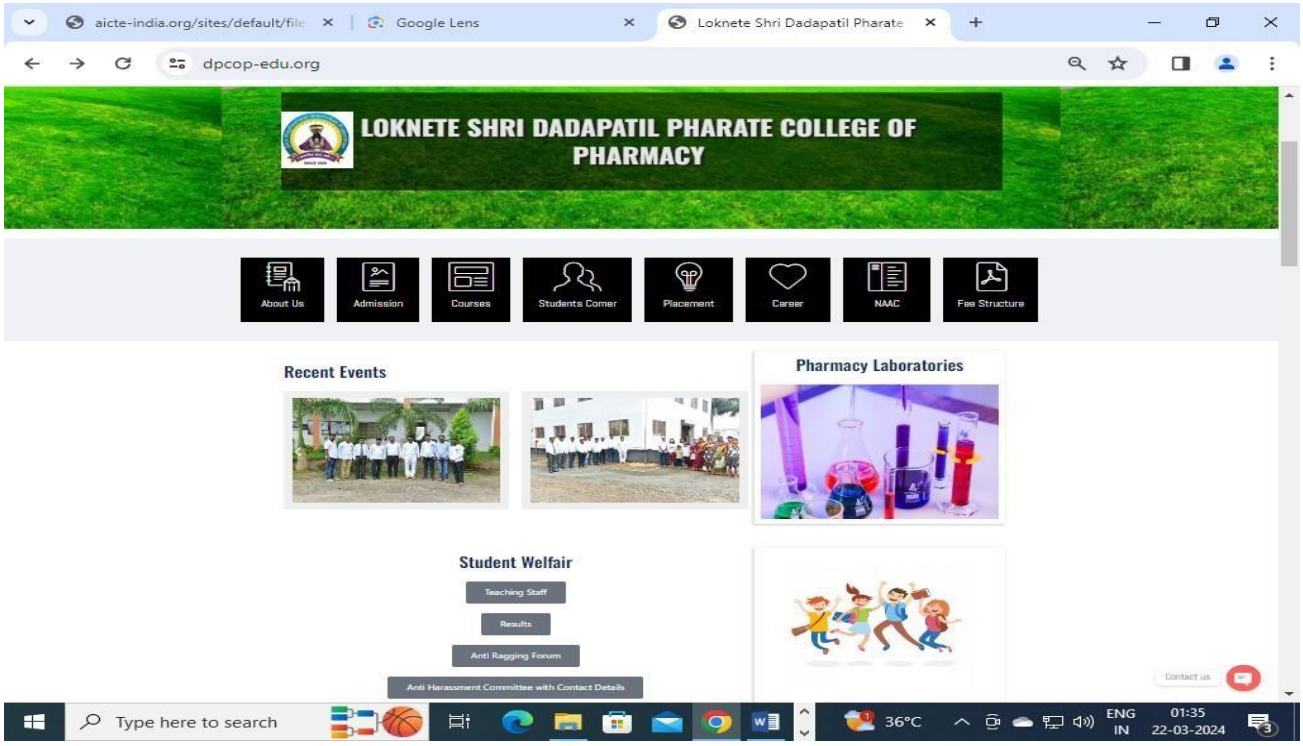
Index of Proof related to Mechanisms for submission of online/offline students' grievances

Mechanism for submission of online students grievances
Grievance redressal cell on website
Antiragging Cell on website
Internal complaint committee/antisexual Harassment Cell on website
Mechanism for submission of offline students grievances
Mechanism for submission of offline students' grievances of grievance redressal cell
Mechanism for submission of offline students' grievances of Antiragging cell
Mechanism for submission of offline students' grievances of internal complaint committee

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Mechanism for submission of online student's grievances

Students can submit their grievances through online, by mail to the committee members. college website, on learning management system



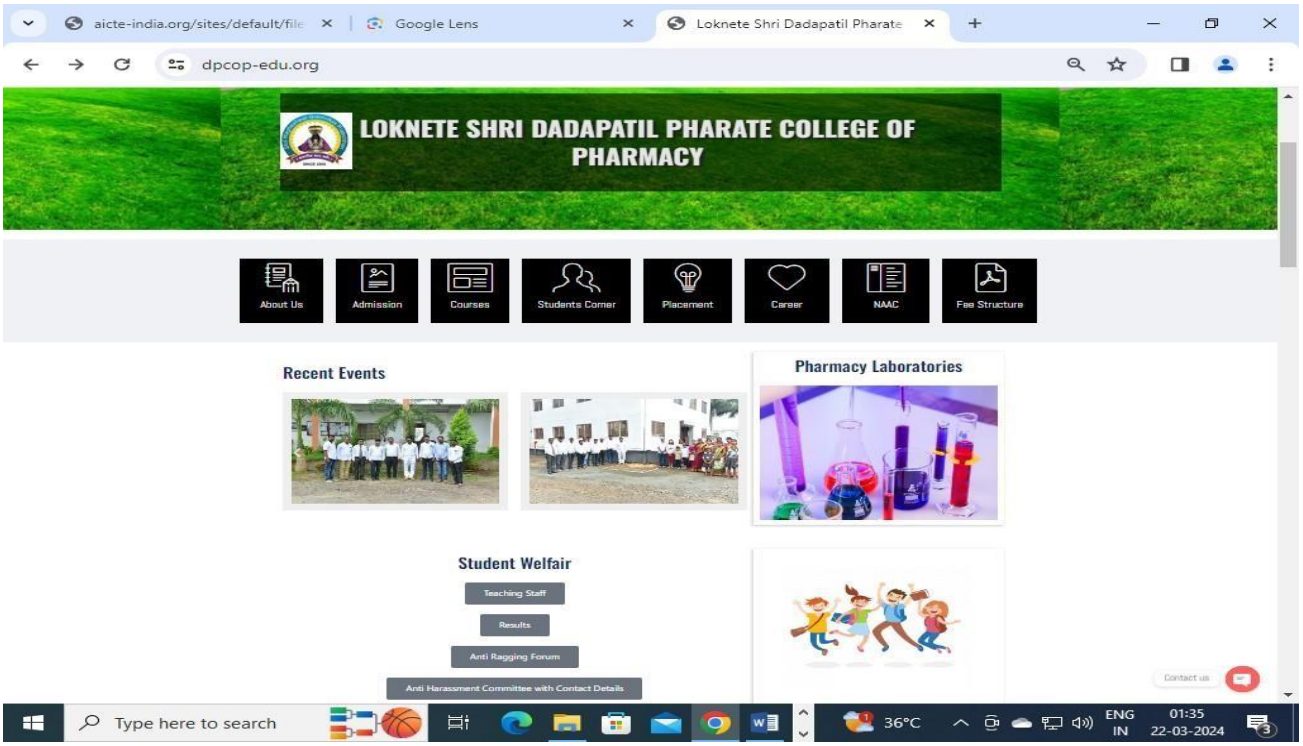
Students can submit their grievances online on the college website, all the committee members and their contact numbers are available on each cell portal. Following are the links for ench committee:

1. **Grievance redressal cell https://dpcop-edu.org/wp-content/uploads/2024/01/Anti-Harrsament-Committee.pdf2. Antiragging-https://dpcop-edu.org/anti-ragging-forum/ 3. Internal Complaint Committee/Antisexual Harassment-https://dpcop-edu.org/wp-content/uploads/2024/01/Anti-Harrsament-Committee.pdf**

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Grievance redressal cell on website

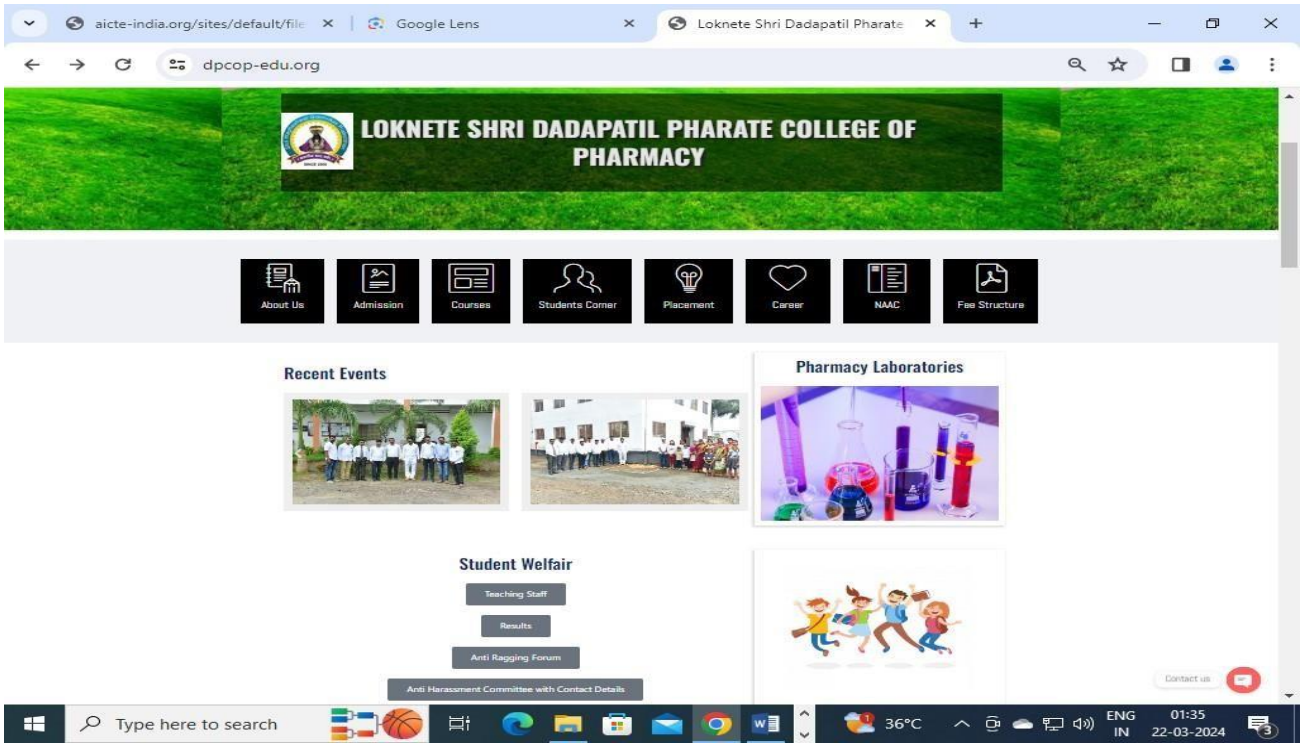


Grievance redressal cell https://dpcop-edu.org/wp-content/uploads/2024/01/

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Antiragging Cell on website



Antiragging-https://dpcop-edu.org/anti-ragging-forum/

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Mechanism for submission of offline students grievances

Mechanism for submission of offline student's grievances

Students can deposit their complaints / grievances in the complaint box kept outside the office.



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Mechanism of Grievance Redressal Cell

1] Considering broadly, grievances may be of two types i) Academic: related to attendance, charging of fees, assessment, conduct of examination, syllabus completion, teaching methodologies etc. ii) Non-academic: general harassment by colleague, peer pressure, classroom management, facilities available and its utilization etc.

2] It has been decided to keep grievance redressal box in front of administrative office

3] The grievance redressal box is opened every month to collect and resolve the complaints. The complaints may be written or communicated by email or through grievance portal on college website.

4] The complaints shall be summoned to hear the complaints if required.

5] After hearing the complaints the committee shall take appropriate and amicable decision and subsequently the decision is communicated to complainant.

6] If the complainant is not satisfied with the decision of the committee, then complainant can make appeal before the chairman of management.

7] All the decisions taken by the committee will be rational and amicable to resolve the complainants of the aggrieved.

8] If the complainant is of serious nature and beyond the ambit if the committee then decision will be taken to forward the complaints before the competent authority.

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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 participat-ing 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

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Mechanism of Grievance redressal of Internal Complaint Committee/Antisexual harassment Cell

The complaint box shall be opened every month to collect and sort out the complaints. The complainant shall be summoned to hear complaints if necessary. Complaint of harassment will be promptly and carefully investigated and investigation will include interview with all relevant persons including the accused and other potential witness in the case of sexual harassment and decision grievances to be taken at a fairly senior level. on

After hearing of complaint, the committee shall take appropriate decision and then same is communicated to the complainant if required. Any student filling genuine harassment complaint shall be protected from reprisal or retaliation as a result of filling the complaint. Investigators will make every effort to strike a balance between the party's desires for privacy and the need to conduct a fair and effective investigation.

If the complainant is not satisfied with the decision of the committee then she/he can make appeal before the Campus Co-ordinator.

Anti-sexual harassment cell shall take rational decision to discharge its duties/responsibilities for a smooth and efficient functioning of the college and to monitor overall discipline.

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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, eausing 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" as per AICTE/UGC act 2009;

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

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Mechanism for Redressal of Ragging cases

Mechanism of Redressal of students' grievances regarding Ragging cases. The Institution has a transparent mechanism for timely redressal of students' grievances for including sexual harassment and ragging cases. The students submit their grievances either directly to the Principal or to the IQAC by dropping their grievances in the complaint and suggestion boxes placed in all academic blocks of the institution. The students' grievance Cell then brings the grievances to the IQAC office where the grievances are addressed by a committee which include the Principal, the IQAC Co-ordinator and the IQAC member who is incharge of students' grievances and anti-ragging cell. To address the various gender based issues that are prevalent in our society today, the college has set up the Anti-ragging cell for prevention of Sexual Harassment and ragging cases under the guidance and supervision of the Principal. In compliance with the directives of the Hon'ble Supreme Court of India and the UGC regulations on curbing the menance of ragging in Higher Educational institutions, 2009, the College has formed the Anti-Ragging Committee, Cell and squad for overseeing the implementation of the provisions of the verdict

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Proof for Implementation of guidelines of statutory/regulatory bodies

The institution has Grievance Redressal Cell, Internal Complaints Committee and Anti ragging Cell to handle timely redressal of students grievances including sexual harassment and ragging cases.

➤ Grievance Redressal Cell facilities the resolution of grievances in a fair and impartial manner maintaining necessary confidentiality

➤ Anti ragging committee and Anti Ragging squad

Internal Complaint Committee is responsible for looking into any complaints filed by students and staff about grievances at the college.

➤ Grievance Redressal Portal for submission of online grievances

➤ Institution has provided disciplinary guidelines to the students.

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Details of statutory/regulatory Committees

The UGC Regulations for Grievance Redressal, UGC regulations for Anti- Ragging. Maharashtra Prohibition of Ragging Act, 1999 and UGC regulations for Internal complaint committee have been uploaded on website. Accordingly, committees have been formed in the institute. The following index can be referred to for the regulations and guidelines by statutory committees for grievance redressal, governing regulations implemented and constitution of different committees.

Index of Details of statutory/regulatory Committees

UGC Regulations for Grievance Redressal
AICTE guidelines of Grievance redressal Cell
UGC regulations for Anti-Ragging
Maharashtra Prohibition of Ragging Act, 1999
UGC regulations for Internal complaint committee
Different committees for redressal of student grievances in the institute
Governing regulations implemented
Constitution of Grievance redressal cell
Constitution of Anti-Ragging cell
Constitution of Internal complaint committee

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UGC Regulations for Grievance Redressal

ज्ञान-विज्ञान विमुक्तये
प्रो. रजनीश जैन
सचिव
Prof. Rajnish Jain
Secretary

सत्यमेव जयते

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)

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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;

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(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)

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(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.

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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

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AICTE

अखिल भारतीय तकनीकी शिक्षा परिषद्
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
(भारत सरकार का एक सांविधिक निकाय) (A STATUTORY BODY OF THE GOVT. OF INDIA)

No. 1-101/DPG/AICTE/Ombudsman/2012

29th Nov., 2012

To

The Regional Officer,
AICTE – WRO,
2nd Floor,
Industrial Assurance Building
V.N. Road, Opp. Churchgare Rly Station,
Churchgare, Mumbai – 400 020

RRC OF AICTE
No. 5026 2012
Date.....
MUMBAI

Subject: AICTE Regulation for Establishment of a Grievance Redressal Committee; and appointment of Ombudsman, by the Technological and Affiliating Universities/AICTE approved Institutions.

Sir,

This is with reference to this office letter of even number dated 09.7.2012 wherein a copy of letter addressed to all Registrars of Technological/Affiliating Universities & All Directors/Principals of Technical Institutions on the above subject alongwith the copy of regulation has been forwarded to your office with the request to send a copy of the same to all the Registrars of Technological/Affiliating Universities & Directors/Principals of all AICTE approved institutions for compliance of the same. It is once again requested to send another copy of the letter signed by the Member Secretary addressed to all Registrars of Technological/Affiliating Universities & All Directors/Principals of Technical Institutions. Please make ensure that all Institutions may comply with the above regulation. A compliance report in respect of the above regulation may please be obtained by your office for necessary record please by 26.12.2012 positively.

Thanking you,

26429
05.12.2012

Yours faithfully,

(Dr. S.K. Goel)
DD (Vig.)
Addl. Charge (PG)

Encl: 1. Letter signed by MS
2. Regulation
3. Public Notice copy

PRINCIPAL
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7th Floor, Chanderlok Building, Janpath, New Delhi - 110 001
Ph. : 011-23724151 - 57, Website : www.aicte-india.org

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ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

(भारत सरकार का एक सांविधिक निकाए) (A STATUTORY BODY OF THE GOVT. OF INDIA)

No. 1-101/DPG/AICTE/Ombudsman/2012 **July 9, 2012**

To

All Registrars of Technological/Affiliating Universities
All Directors/Principals of Technical Institutions

Subject: AICTE Regulation for Establishment of a Grievance Redressal Committee in each technical institution approved by the AICTE; and (2) Appointment of Ombudsman, by the Technological Universities.

Sir,

In exercise of the powers conferred upon it under clause 1 of section 23 of the AICTE Act, 1987 (52 of 1987), All India Council for Techncial Education (AICTE) has framed the AICTE (Establishment of Mechanism for Grievance Redressal) Regulations, 2012 and has notified those Regulations vide notification F.No. 37-3/Legal/2012 dated 25.05.2012. A copy of the Regulations is enclosed for necessary action at your end and which is also available on the AICTE web portal www.aicte-india.org>Bureau>Adminisration>Rules and Regulations.

These Regulations provide for (1) Establishment of a **Grievance Redressal Committee** in each technical institution approved by the AICTE; and (2) Appointment of **Ombudsman, (as per clause 3 of the above said Regulation)** by all the affiliating Technological Universities for the purpose of redressal of grievances of the students, parents and others in respect of all AICTE approved Institutions from the current academic year.

As per Clause 5 of the above Regulation, each technical Institution shall establish a registery, headed by an employee of the concerned Institution to received the grievance, where an aggrieved student or person shall send their representation for redressal of their grievance.

The procedure as defined in these regulation vide Clause 5 shall be followed strictly by each technical Institutions. They shall publish detailed information, including name, addresses etc. regarding constitution of the Grievance Redressal Committee, the OMBUDSMAN and its registry etc., in their website (public domain), prospectus and Notice Boards for wide publicity.

All aggrieved students, their parents & others may thenceforth approach to the Grievance Redressal Committee of the Institution in the first instance; and if they are not satisfied with the decision of the committee, they may send their appeals to the "OMBUDSMAN" directly. The 'OMBUDSMAN' shall exercise its powers to hear those grievances and ensure its disposal within one month of the receipt for speedy redress of grievances. On conclusion of the proceeding, the Ombudsman 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 effected party. All technical Institutions shall comply with the order of the Ombudsman.

PRINCIPAL
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7th Floor, Chander Lok Building, Janpath, New Delhi-110001
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Any order of the Ombudsman not complied with by the Institution and any willfull or repeatedly fails to comply with orders of the Ombudsman; AICTE may proceed to take action against such Institutions as per Clause 7 of the above said Regulations.

Accordingly, all AICTE Approved Institutions/Technological Universities shall comply with the above Regulations.

Yours faithfully,

(Dr. K.P. Isaac)
Member Secretary

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UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN

BAHADURSHAH ZAFAR MARG, NEW DELHI – 110 002

UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN

HIGHER EDUCATIONAL INSTITUTIONS, 2009.

(Under Section 26 (1) (g) of the University Grants Commission Act, 1956)

Dated June, 2009.

PREAMBLE.

In view of the directions of the Hon'ble Supreme Court in the matter of" University of Kerala v/s. Council, Principals, Colleges and others" in SLP no. 24295 of2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009,and in consideration of the determination of the Central Government and the University Grants Commission 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 indisciplined 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 University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

1. Title, commencement and applicability.-

1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".



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1.2 They shall come into force from the date of their publication in the Official Gazette.

1.3 They shall apply to all the institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

2. Objectives.-

To prohibit 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 indisciplined 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; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it

3 Under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. **What constitutes Ragging.-?**

a. 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 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;

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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, 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 off power, authority or superiority by a student over any fresher or any other student.

4. Definitions.-

1) In these regulations unless the context otherwise requires,- a) “Act” means, the University Grants Commission Act, 1956 (3 of 1956); b) “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. c) “Anti-Ragging Helpline” means the Helpline established under clause (a) of Regulation 8.1 of these Regulations. d) “Commission” means the University Grants Commission; e) “Council” means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils. f) “District Level Anti-Ragging Committee” means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district. g) “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. h) “Fresher” means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution. i) “Institution” means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such

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d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.

e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.

f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioral pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.

g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.

h) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent

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ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.

i) The institution shall, 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, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.

j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.

k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.

l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.

m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.

n) The faculties/departments/units of the institution 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 an aim to promote the objectives of this Regulation.

o) Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.

p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.



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6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;

a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.

b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted o the institution in earlier years.

c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.

d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.

e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations; (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti -ragging committee;(iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members ; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.(v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.

f) The institution shall set up appropriate committees, including the course-in charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.

g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such

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a) The Commission 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) In order to enable a student or any person to communicate with the Anti- Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.

e) 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 Commission and respective council 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 through an agency approved by the Ministry of Human Resource Development, Government of India; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.

g) The Commission 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 Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

a) The Commission 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.

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p) The Commission 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. Such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.

q) The database shall be made available by Commission to the non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance to the Councils and to such bodies as may be authorized by the Commission or by the Central Government.

r) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3 Every institution shall constitute the following bodies; namely,

a) 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, 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 levels 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) Every institution 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 of, and having the potential of, 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 incident of ragging referred to it by the Head of the institution or any member of

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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. 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 incident of ragging, and considering such other relevant information as may be required.

f) 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) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University 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 District level Anti-Ragging Committee headed by the District Magistrate.

h) 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 violations; 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.

6.4 Every institution shall take the following other measures, namely;

a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counseling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.

b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a



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9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faulty 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, then such authority shall initiate departmental enquiry, in accordance with the prescribed procedure of the institution, against such member of the faulty or staff. Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such action.

9.5 The Commission 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. Withdrawal of declaration of fitness to receive grants under section 12B of the 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 Commission.

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 Commission, 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. Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

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ANNEXURE II
AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. _____ *(full name of parent/guardian)* father/mother/guardian of , *(full name of student with admission/registration/enrolment number)* , having been admitted to *(name of the institution)*, 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 particular, 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.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for 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.

6) 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 this ___day of _____ month of _____year.

_____
Signature of deponent
Name:
Address:
Telephone/ Mobile No.:

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 at *(place)* on this the *(day)* of *(month)* , *(year)* .

_____
Signature of deponent

Solemnly affirmed and signed in my presence on this the *(day)* of *(month)* , *(year)* after reading the contents of this affidavit.

OATH COMMISSIONER

प्रबंधक, भारत सरकार मुद्रणालय, फरीदाबाद द्वारा मुद्रित एवं प्रकाशन नियंत्रक, दिल्ली, द्वारा प्रकाशित 2009
PRINTED BY THE MANAGER, GOVT. OF INDIA PRESS, FARIDABAD AND PUBLISHED BY THE CONTROLLER OF PUBLICATION, DELHI, 2009

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ANNEXURE I
AFFIDAVIT BY THE STUDENT

I, _____ *(full name of student with admission/registration/enrolment number)* s/o d/o Mr./Mrs./Ms. _____, having been admitted to _____ *(name of the institution)* _____, 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 particular, 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 indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission 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 for 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 this ___day of _____ month 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 at *(place)* on this the *(day)* of *(month)*, *(year)*.

_____
Signature of deponent

Solemnly affirmed and signed in my presence on this the *(day)* of *(month)*, *(year)* after reading the contents of this affidavit.

OATH COMMISSIONER

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GOVERNMENT OF MAHARASHTRA

LAW AND JUDICIARY DEPARTMENT

MAHARASHTRA ACT NO. XXXIII OF 1999

THE MAHARASHTRA PROHIBITION OF RAGGING ACT, 1999.

(*As modified upto the 29th August 2012*)

*

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THE MAHARASHTRA PROHIBITION OF RAGGING ACT, 1999

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MAHARASHTRA ACT No. XXXIII OF 1999[1].

[THE MAHARASHTRA PROHIBITION OF RAGGING ACT, 1999.]

(This Act received the assent of the Governor on the 13th May 1999 ; assent was first published in the *Maharashtra Government Gazette,* Part IV, Extraordinary, on the 15th May 1999.)

An Act to prohibit ragging in educational institutions in the State of Maharashtra.

WHEREAS it is expedient to enact a special law to prohibit ragging in educational institutions in the State of Maharashtra; It is hereby enacted in the Fiftieth Year of the Republic of India as follows :—

Short title and commence-ment.

1. (*1*) This Act may be called the Maharashtra Prohibition of Ragging Act, 1999.

(2) It shall come into force on such *date as the State Government may, by notification in the Official Gazette, appoint.

Definitions.

2. In this Act, unless the context otherwise requires,—

(*a*) "educational institution" means and includes a college, or other institution by whatever name called, carrying on the activity or imparting education therein (either exclusively or among other activities); and includes an orphanage or a boarding home or hostel or a tutorial institution or any other premises attached thereto ;

---

[1] For Statement of Objects and Reasons, *see Maharashtra Government Gazette,* Part V-A, Extraordinary, dated the 7th April 1999, p. 169.

* 1st June 1999, *vide* G. N., H. & T.E.D., No. Sankirna. 1098/(133/98)/UNI-3, dated the 19th May 1999, published in *Maharashtra Government Gazette,* 1999, Part IV-B, Extra, No. 301, p. 2.

(G.C.P.) H 777—2 (4742—9-2012)

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(*b*) "head of the educational institution" means the Vice-Chancellor of the University, Dean of Medical Faculty, Director of the Institution or the Principal, Headmaster or the person responsible for the management of the educational institution ;

(c) " ragging " means display of disorderly conduct, doing of any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes—

(*i*) teasing, abusing, threatening or playing practical jokes on, or causing hurt to, such student ; or

(*ii*) asking a student to do any act or perform something which such student will not, in the ordinary course, willingly, do.

Prohibition of ragging.

3. Ragging within or outside of any educational institution is prohibited.

Penalty for ragging.

4. Whoever directly or indirectly commits, participates in, abets or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

Dismissal of student.

5. Any student convicted of an offence under section 4 shall be dismissed from the educational institution and such student shall not be admitted in any other educational institution for a period of five years from the date of order of such dismissal.

Suspension of student.

6. (*1*) Whenever any student or, as the case may be, the parent or guardian, or a teacher of an educational institution complains, in writing, of ragging to the head of the educational institution, the head of that educational institution shall, without prejudice to the foregoing provisions, within seven days of the receipt of the complaint, enquire into the matter mentioned in the complaint and if, *prima facie*, it is found true, suspend the student who is accused of the offence, and shall, immediately forward the complaint to the Police Station having jurisdiction over the area in which the educational institution is situated, for further action.

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(*2*) Where, on enquiry by the head of the educational institution, it is proved that there is no substance, *prima facie*, in the complaint received under sub-section (*1*), he shall intimate the fact, in writing, to the complainant.

(*3*) The decision of the head of the educational institution that the student has indulged in ragging under sub-section (*1*), shall be final.

Deemed abetment.

7. If the head of the educational institution fails or neglects to take action in the manner specified in section 6 when a complaint of ragging is made, such person shall be deemed to have abetted the offence of ragging and shall, on conviction, be punished as provided for in section 4.

Power to make rules.

8. (*1*) The State Government may, by notification in the *Official Gazette,* make rules for carrying out all or any of the purposes of this Act.

(*2*) Every rule made under this Act shall be laid, as soon as may be, after it is made, before each House of the State Legislature, while it is in session for a total period of thirty days, which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session in which it is so laid or the session immediately following, both Houses agree in making any modification in the rules or both Houses agree that the rule should not be made, and notify such decision in the *Official Gazette,* the rule shall, from the date of publication of such notification, have effect only in such modified form or be of no effect, as the case may be ; so however, that any such modification or annulment shall be without prejudice to the validity of anything previously done or omitted to be done under that rule.

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(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 form 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;



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(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 orreason;

(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 ensuretheir 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

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(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;-

(a) any unwelcome physical, verbal or non verbal conduct of sexual nature;
(b) demand or request for sexual favours;
(c) making sexually coloured remarks
(d) physical contact and advances; or
(e) 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-
(a) implied or explicit promise of preferential treatment as quid pro quo for sexual favours;
(b) implied or explicit threat of detrimental treatment in the conduct of work;
(c) implied or explicit threat about the present or future status of the person concerned;
(d) creating an intimidating offensive or hostile learning environment;
(e) humiliating treatment likely to affect the health, safety dignity or physical integrity of the person concerned;



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UGC regulations for ICC

(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. संधु, 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;

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(6) All Academic Staff Colleges (now known asHuman 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 sensitizationand 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 amendmentsin 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:-

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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 reformative 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)

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(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 in capacity 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

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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./637]

J. S. SANDHU, Secy. UGC.

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Different committees for redressal of student grievances in the institute

The Institute has following governing committees for redressal of grievances

- **Committees**
- **Grievance redressal cell**
- **Anti-Ragging cell**
- **Internal complaint committee**

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IMPLEMENTATION OF GUIDELINES OF STATUTORY/REGULATORY BODIES

Sr. No.	Committee	Regulatory Bodies For Guidelines
1	Grievance Redressal Cell	AICTE's Regulations For Establishment Of Grievance Redressal Committee, Regulations 2012, University Grants Commission (Redressal of Grievances of Students) Regulations, 2023
2	Anti-Ragging cell	Maharashtra Prohibition of Ragging Act, 1999, UGC regulations on curbing the means of ragging in higher educational institutions 2009
3	Internal complaint committee/antisexual Harassment cell	Ministry Of Human Resource Development University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015

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2	Circular /web-link/Committee report justifying the objective of the metric to the e copies of the sanctioned letters	View document
3	Minutes of meeting of student grievances Committee as per metric	View document

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Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Constitution of Internal committee's/Grievances committee formation/other committees as per UGC norms

The UGC Regulations for Grievance Redressal, UGC regulations for Anti-Ragging, Maharashtra Prohibition of Ragging Act, 1999 and UGC regulations for Internal complaint committee have been uploaded on website. Accordingly, committees have been formed in the institute; The constitutions of all the grievance redressal committees are as per UGC norms. The constitutions can be viewed from the following table.

1. UGC Regulations for Grievance Redressal on website- http://www.mcop.org.in/Images/UGC-Student-GRC Regulation-2019.pdf.
2. UGC regulations for Anti-Ragging on website- https://www.ugc.gov.in/oldpdf ragging/minuterag230409.pdf.
3. UGC regulations for Internal complaint committee on website- https://www.ugc.gov.in/pdfnews/7203627 UGC regulations-harassment.pdf

** Constitution for both, Grievance redressal cell and ICC was revised every two years

** Constitution for Anti-Ragging cell was revised every year

Sr. No.	Name of the Committees	Proofs
1	Constitution of Grievance Redressal cell of A.Y 2023	View document
2	Constitution of Anti-Ragging cell of A.Y 2023	View document
3	Constitution of Internal Complaint Committee of A.Y 2023	View document

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Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 25/05/2022

OFFICE ORDER

GRIEVANCE REDRESSAL CELL

The Grievance Redressal Cell for Academic Year 2022-2023 is constituted as follows. w. e. f. 01/06/2022

Ref.-RODTE Circular No. TEROP/VV/Greivance-Cell/2017/2141, dated 06/06/2017.

1	Dr. Hemant V. Kamble	Principal	Chairman
2	Ms. Bhavana P. Chaudhari	Associate Professor	Nodal Officer
3	Mr. Prasad C. Kute	Associate Professor	Member
4	Mr. Avinash V. Dhobale	Assistant Professor	Member
5	Mrs. Monali R. Bhalerao	Associate Professor	Member

Functions and Responsibilities

- ✓ To uphold the dignity of the College by ensuring strife free atmosphere in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc.
- ✓ To provide responsive, accountable and easily accessible machinery for settlement of grievances and to take measures in the college undertakings to ensure expeditious settlement of grievances of Students in order to maintain a harmonious educational atmosphere in the institute.
- ✓ It is to deal with the complex situations in a tactful manner to lessen the condition felt to be oppressive or dissatisfied.
- ✓ Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- ✓ Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- ✓ Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.

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- ✓ Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- ✓ To support, those students who have been deprived of the services offered by the College, for which he/she is entitled.
- ✓ To make officials of the College responsive, accountable and courteous in dealing with the students.
- ✓ To ensure effective solution to the student's grievances with an impartial and fair approach

Copy to:

1. Establishment Section
2. Concerned Faculty

Dr. H. V. Kamble
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Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 25/05/2022

OFFICE ORDER

FORMATION OF INSTITUTE ANTI-RAGGING COMMITTEE AND SQUADS

The Anti- Ragging Committee for Academic Year 2022-2023 is constituted as follows. w. e. f. 01/06/2022.

Reference:

1. Directives of the Supreme Court of India, dated May 16, 2007 in SLP No (s) 24295 of 2006 University of Kerala Vs Council, Principals, College, Kerala & Ors (SLP (C)) No 24296-99/2004 & W. P. (Crl) No. 173/2006 and SLP(C) No. 14356/2005).
2. UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, No. F. 1-16/2007 (CPP II) Dt. 17th June 2009.
3. AICTE Public Notice: Advt. No. AR/07(05)/2014.
4. Maharashtra Prohibition of Ragging Act 1999, Maharashtra Act No. XXXIII of 1999, dated 15th 1999.
5. Savitribai Phule Pune University Circular No. VKM/2013-14/889 dated 10/05/2014.
6. Directorate of Technical Education, Regional Office, RODTE/VV/Grievance-Cell/2017/2141, dated 6th June 2017.

With reference to the above, regarding prevention of ragging in the college, the college has formed the following Anti-ragging committees and squads for tackling the manace of ragging and overseeing the implementation of the provision of the verdict with immediate effect.

1. Anti-ragging Committee:

The committee under the leadership of the principal is constituted with the following members. The committee as a whole or in separate groups will make sure that no incidents of ragging have been taking place.

a)	Dr. H. V. Kamble Principal	Chairman
b)	Mr. V. M. Satpute Asst. Prof	Nodal Officer
c)	Mr. Rushikesh Pawar Librarian	Member
d)	Mr. Vikram Dhawale Local Resident	Member
e)	Mr. Jadhav Saheb Police Administration Representative	Member

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f)	Mr. Gavali Journalist	Member
g)	Mr. Sangram Dhawade Parent Representative	Member
h)	Mr. Suyog Das NGO Representative	Member
i)	Mr. Vijay Giri Final Year B. Pharm Student	Member
j)	Mr. Amar H. Salve Final Year B. Pharm Student	Member
k)	Ms. Diksha Bhosale Third Year. B. Pharm Student	Member

2. Anti-ragging squad

a)	Dr. V. M. Satpute Asst Prof.	Member
b)	~~Ms. M. R Bhalerao~~ Asst Prof.	~~Member~~
c)	Mr. Shejal Indore Final Year B. Pharm	Member
d)	Ms. Aishwarya Phadake ~~Final Year B. Pharm~~	Member
e)	Mr. Vijay U. Giri Final year B. Pharm	Member
f)	Mr. Tushar Shekade Second Year B. Pharm	Member
g)	~~Mr. Tejas Jagtap~~ Third Year B. Pharm	~~Member~~

Copy to:

3. Establishment Section

4. Concerned Faculty

Dr. H. V. Kamble
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Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 25/05/2022

OFFICE ORDER

INTERNAL COMPLAINT COMMITTEE

For Sexual Harassment

The internal complaint committee for Academic Year 2022-23 is constituted as follows, w. e. f. 01/06/2022.

1	Dr. Hemant V. Kamble	Principal	Chairman
2	Dr. Mandanrao Mane	Associate Professor	Presiding Officer
3	Ms. Sonali V. Toge	Assistant Professor	Member
4	Ms. Jyoti N. Kadam	Outside Expert	Member
5	Mr. Navnath Nikat	Administrative Coordinating Officer	Member

Functions and Responsibilities:

- ✓ To provide a neutral, confidential and supportive environment for staff members of the college community who may have been sexually harassed
- ✓ To advice complainants of means of resolution as specified by the legislation
- ✓ To ensure fair and timely resolution of sexual harassment complaints
- ✓ To provide counselling and support services on campus
- ✓ To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment
- ✓ To promote awareness about sexual harassment through educational initiatives that encourages and fosters a respectful and safe college environment

Copy to:
5. Establishment Section
6. Concerned Faculty

Dr. H. V. Kamble
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Circular/web-link/Committee Report justifying the objective of the metric to the e copies of the sanctioned letters

1. The committee prepares annual reports mentioning the number of grievances redressed.
2. Every grievance is given due attention to achieve timely redressal of the said grievances.
3. There are 0 grievances found and resolved in last years.

Table: Number of grievances redressed in last years.

Year	No. of grievances received	Grievance redressal cell	Antiragging cell	Internal Complaint Committee
2022-23	0	0	0	0
Total	0			

Sr. No.	Name of the Committees Document	Document
1	Annual reports of Grievance Redressal cell	View document
2	Annual reports of Anti-Ragging cell	View document
3	Annual reports of Internal Complaint Committee	View document

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Report of Grievance Redressal Cell for Academic Year 2022-23

In the academic year 2022-23, no any grievance/complaint was received by the GRC. One meeting was organized in the month of May 2023, to review the functioning of GRC during academic year 2022-23. It was decided to invite two students; one from B. Pharm. course and one from M. Pharm. course, as a student representative viz Mr. Shekade Tushar from TY B. Pharm. and Miss Priya Kulal from M.Pharm. D. course in the constitution of GRC. Also it was recommended to revise the faculty and to give representation to M.Pharm. faculty also. Therefore, it was decided to give representation of M.Pharm faculty to Dr. S.A.Waghmare for next academic year 2023-24 and 2024-25. All the members were kind towards GRC for its smooth functioning.

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Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 27/05/2023

Anti-Ragging cell

Academic Year 2022-23

ANNUAL REPORT FOR ANTI-RAGGING CELL

Anti-Ragging Committee is constituted as per the guideline AICTE notification issued by dated 01/07/2009 and UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" ref no. F,1-16/2007 (CPP-II) dated 17/06/2009 the college has constituted anti-ragging cell curb the act of ragging in the college. Following meeting conducted to observe the ragging cases in college premises

Sr no	Date for Meetings	Number of members present in meeting	No of cases observe	Remarks
1	23/06/2022	10	Nil	There were no untold incidences of ragging in college
2	10/09/2022	10	Nil	There were no untold incidences of ragging in college
3	22/01/2023	10	Nil	There were no untold incidences of ragging in college

Overall observation: Regular meetings were conducted as per constituents of anti-ragging committee and there were no untold incidences observed of ragging in college.

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Date: 30/06/2023

Report of Internal Complaint Committee

In the academic year 2022-23, two meetings were conducted. In this year, the ICC committee did not receive any type of internal complaint. A guest lecture was arranged on 'Gender Equity delivered by Mrs. Shilpa Katte on 15/05/2023

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Founder Secretary

Dr. H. V. Kamble
Principal

Index of Minutes of meeting of student grievances Committee as per metric

Name of the committees	Minutes of meeting of student grievances of different committees	Document
Grievance redressal Cell	Minutes of meeting of Grievance redressal Cell 2022-23	View Document
Antiragging Cell	Minutes of meeting of Antiragging Cell 2022-23	View Document
Internal Complaint Committee	Minutes of meeting of Internal Complaint Committee 2022-23	View Document

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GRIEVANCE REDRESSAL CELL MEETING NO. 1/2022-23

Notice

All members of Grievance Redressal Cell are hereby informed that a meeting of grievance redressal cell is scheduled today at 3.00 pm in board room. You are requested to attend and discuss on following

AGENDA OF THE MEETING

Sr. No.	Agenda
1	To review the functioning of Grievance Redressal Cell for 2022-23
2	To revise constitution of Grievance Redressal Cell for 2023-24 onwards

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Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 22/05/2023

MINUTES OF THE MEETING NO. 1/2022-23

A meeting of the grievance redressal cell is convened on 22/05/2023 in board room 1) To review the functioning of Grievance Redressal Cell for 2022-23 and 2) To revise constitution of Grievance Redressal Cell for 2023-24 onwards. Following members of grievance redressal cell were gathered in board room at 3.00 pm.

At the outset Dr. Hemant V. Kamble, coordinator of grievance redressal cell, welcomed all the members. The agenda was discussed among the members.

Agenda 1: To review the functioning of Grievance Redressal Cell for 2022-23

Minutes of Meeting: Dr. Hemant V. Kamble, coordinator, reviewed the functioning of GRC in the year 2022-23. There were no any grievance/compliant raised by stakeholder. No any complaint found in the grievance box. Also no any grievance/complaint was received through email or online portal of ERP software. Therefore, zero complaints were noted.

Agenda 2: To revise constitution of Grievance Redressal Cell for 2023-24 onwards.

Minutes of Meeting: Dr. Hemant V. Kamble, reviewed the latest constitution. He suggested to revise the constitution for coming two years. After discussion among the faculty members, it was decided to invite two students; one from B. Pharm, course and one fromM. Pharm. course, as a student representative. Dr. P. D. Chaudhari directed Dr. U. C. Galgatte to follow the same. Dr. B. P. Pimple advised the names of two students viz Mr. Abbhijit Jagadale from TY B. Pharm. and Miss Vishakha Divekar from M. Pharm. course. Ms. Bhavana P. Chaudhari and Mr. Prasad C. Kute recommended to revise the faculty and to give representation to M.Pharm . faculty also. Dr. Hemant V. Kamble indorsed the same and it was decided to give representation of M Pharm. faculty to Mr. Avinash V. Dhobale. These changes will be applicable for next academic year 2023-24 and 2024-25.

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A/p-Mandavgan Pharata, Tal-Shirur, Dist-Pune, 412211.

Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Following members were present for this meeting No. 1/2022-23 dated 22/05/2023

1	Dr. Hemant V. Kamble	Principal	Chairman	Signature
2	Ms. Bhavana P. Chaudhari	Associate Professor	Nodal Officer	
3	Mr. Prasad C. Kute	Associate Professor	Member	
4	Mr. Avinash V. Dhobale	Assistant Professor	Member	
5	Mrs. Monali R. Bhalerao	Associate Professor	Member	
6	Mr.Abhijit Jagadale	Student Representative	Member	
7	Ms.Vishakha Divekar	Student Representative	Member	

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Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 23/06/2022

Academic Year (2022-23)

Anti-Ragging squad

Constitution of anti-ragging squad

a)	Dr. V. M. Satpute Asst Prof.	Member	Signature
b)	Ms. M. R Bhalerao Asst Prof.	Member	
c)	Mr. Shejal Indore Final Year B. Pharm	Member	
d)	Ms. Aishwarya Phadake Final Year B. Pharm	Member	
e)	Mr. Vijay U. Giri Final year B. Pharm	Member	
f)	Mr. Tushar Shekade Second Year B. Pharm	Member	
g)	Mr. Tejas Jagtap Third Year B. Pharm	Member	

Dr. V.M. Satpute

Co-ordinator

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Dr.H.V.Kamble

Chairman

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Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 07/07/2022

Academic Year (2022-23)

Meeting no 01

Agenda

1) To constitute the anti-ragging cell

2) To formulate policies of anti-ragging cell.

3) To define functions of anti-ragging cell.

Dr. V.M. Satpute

Co-ordinator

Dr.H.V.Kamble

Chairman

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Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 07/07/2022

Academic year (2022-23)

Minutes Of Meeting

1) The anti-ragging cell was constituted under guidance of the principal (chairman of the cell).

2) The policies were formulated by the member under guidance of chairman.

3) The functions of the cell were discussed by the member.

4) It was decided that the copy of anti-ragging the affidavit undertaking by the student & their parents will be maintained in the anti-ragging cell.

4) It was decided that the copy of AICTE & UCG anti-ragging notification will be maintained in the anti-ragging cell.

a)	Dr. H. V. Kamble Principal	Chairman	
b)	Mr. V. M. Satpute Asst. Prof	Nodal Officer	
c)	Mr. Rushikesh Pawar Librarian	Member	
d)	Mr. Vikram Dhawale Local Resident	Member	
e)	Mr. Jadhav Saheb Police Administration Representative	Member	
f)	Mr. Gavali Journalist	Member	
g)	Mr. Sangram Dhawade Parent Representative	Member	
h)	Mr. Suyog Das NGO Representative	Member	
i)	Mr. Vijay Giri Final Year B. Pharm Student	Member	

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j)	Mr. Amar H. Salve Final Year B. Pharm Student	Member	
k)	Ms. Diksha Bhosale Third Year. B. Pharm Student	Member	

Dr. V.M. Satpute

Co-ordinator

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MANDAVGAN PHARATA TAL. SHIRUR, DIST. PUNE 412211

Dr.H.V.Kamble

Chairman

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COLL... ARMACY
MANDAVGAN P... DIST. PUNE 412211

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Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 05/12/2022

Academic year (2022-2023)

Agenda Meeting 02

1) To review activities of anti-ragging cell.

Dr. V.M. Satpute

Co-ordinator

Dr.H.V.Kamble

Chairman

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Academic year (2022-23)

Minutes (Meeting 02) **Date: 05/12/2022**

1) The activities of the anti-ragging cell were reviewed.

2) There were no untold incidences of ragging the college.

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Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Academic year (2022-23)

Agenda Meeting 02

Date: 05/12/2022

1) To review activities of anti-ragging cell.

Dr. V.M. Satpute

Co-ordinator

Dr.H.V.Kamble

Chairman

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Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 05/12/2022

Academic year (2022-23)

Minutes (Meeting 02)

1) The activities of the anti-ragging cell were reviewed.

2) There were no untold incidences of ragging the college.

a)	Dr. H. V. Kamble Principal	Chairman
b)	Mr. V. M. Satpute Asst. Prof	Nodal Officer
c)	Mr. Rushikesh Pawar Librarian	Member
d)	Mr. Vikram Dhawale Local Resident	Member
e)	Mr. Jadhav Saheb Police Administration Representative	Member
f)	Mr. Gavali Journalist	Member
g)	Mr. Sangram Dhawade Parent Representative	Member
h)	Mr. Suyog Das NGO Representative	Member
i)	Mr. Vijay Giri Final Year B. Pharm Student	Member
j)	Mr. Amar H. Salve Final Year B. Pharm Student	Member
k)	Ms. Diksha Bhosale Third Year. B. Pharm Student	Member

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Agenda meeting 01

4) To constitute the antiragging cell
5) To formulate policies of antiragging cell.
6) To define functions of antiragging cell

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Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 13/12/2022

Notice

A meeting of Internal Complaint Committee (ICC) is scheduled on 16/12/2022 at ICC cabin to discuss the points as per agenda enclosed herewith. Following members are requested to attend the same.

1	Dr. Hemant V. Kamble	Principal	Chairman	
2	Dr. Mandanrao Mane	Associate Professor	Presiding Officer	
3	Ms. Sonali V. Toge	Assistant Professor	Member	
4	Ms. Jyoti N. Kadam	Outside Expert	Member	
5	Mr. Navnath Nikat	Administrative Coordinating Officer	Member	

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Hon. Mr. R. V. Pharate
Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 16/12/2022

Internal Complaint Committee Meeting No.1/2022-23

Agenda Of The Meeting

Sr. No	Agenda
1	Confirmation of the minutes of the last meeting.
2	To discuss the complaints received if any.

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Founder President

Hon. Mrs. M. R. Pharate
Founder Secretary

Dr. H. V. Kamble
Principal

Date: 16/12/2022

Minutes Of Meeting

1. Mimites of previous meeting confirmed
2. No complaint was received by ICC through any means.
3. Lectures on issues pertaining to Hygiene for girls, self-defense or gender wmittzation to be arranged

1	Dr. Hemant V. Kamble	Principal	Chairman	
2	Dr. Mandanrao Mane	Associate Professor	Presiding Officer	
3	Ms. Sonali V. Toge	Assistant Professor	Member	
4	Ms. Jyoti N. Kadam	Outside Expert	Member	
5	Mr. Navnath Nikat	Administrative Coordinating Officer	Member	

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08/05/2023

Internal Complaint Committee Meeting No.1/2022-23

Agenda Of The Meeting

Sr. No	Agenda
1	Confirmation of the minutes of the last meeting.
2	To discuss the complaints received if any.

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Hon. Mrs. M. R. Pharate
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Date: 16/12/2022

Minutes Of Meeting

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