

Gitarattan International Business School

Policy No: GIBS/ACD.POL./23-24/21

Date: 06.06.2023

ANTI RAGGING POLICY

Previous Policy No: 06/2021 dated: 10.09.2021

Anti-Ragging policy as per UGC (University Grants Commission) norms, are designed to ensure the safety and well-being of students and to prevent any form of ragging, which is a serious offense.

Objectives

To prohibit any misconduct 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/Physical 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 the Universities and its affiliated institutions, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law for the time being in force.

Ragging Constitute:

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

- a) Any misconduct 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 indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
 - c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
 - d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
 - e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.



- g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- h) Any act or abuse by spoken words, emails, 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.

These policies typically include the following key components:

The Gitarattan International Business School shall comply with following guidelines of the UGC/IP University/AICTE:

- **Awareness Programs:** Institute conducts awareness programs at the beginning of each academic year to educate students about the consequences of ragging and the legal penalties associated with it.
- **Anti-Ragging Committee:** Institute has established an Anti-Ragging Committee within the institute, consisting of faculty members, staff, and student representatives, to monitor and address ragging incidents.
- **Dissemination Process:** Institute disseminates the information about the complete details of Nodal officer related to anti ragging committee and squad through website and notice boards.
- **Helpline Numbers:** Institute will display helpline numbers prominently in various areas of the campus, allowing students to report incidents confidentially. Whenever any change in constitution of committee or helpline no's changes.
- **Complaint Mechanism:** Institute has set up mechanism for students to report incidents of ragging either in person or anonymously through complaint boxes, online portals (website, ERP), & dedicated email addresses.
- **Prompt Action:** Institute ensures that any reported incidents are promptly investigated, and strict disciplinary action is taken against the perpetrators as per the UGC guidelines and applicable laws.
- **Counseling Support:** Institute will provide counseling and support services to the students to identify early sign of ragging and recognition of problematic people and victims of ragging to help them cope up with the emotional and psychological impact.

Orientation Programs: Institute will disseminate information during orientation programs for new students about anti-ragging policies and consequences to engage any activity of ragging.



- **Regular Monitoring:** Anti Ragging Squad of the Institute will continuously monitor the campus environment to detect and prevent any instances of ragging.
- **Strong Vigilance:** The institute will always identifies, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents through CCTV Camera and physical visits. . Also will ensure tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad.
- **Anti Ragging Form:** The application form for admission has an undertaking form, which is to be filled up and signed by the students and the parents at the time of taking admission mentioned in Annexure I and II.

Setting Up of Committee

1. The Anti Ragging Committee

- a) The institute constitutes a Committee known as the Anti-Ragging Committee to be nominated and headed by the Director of the institution and consisting of representatives among faculty members, representatives of parents, staff, and students. It has diverse mix of membership in terms of levels as well as gender to monitor and address ragging incidents.
- b) Anti-Ragging Committee need 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 monitor and oversee the performance of the Anti Ragging Squad in prevention of ragging in the institute.

2. The Anti Ragging Squad

- a) The institute constitute a smaller body the Anti- Ragging Squad which is 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 will remain mobile, alert and active at all times.
- b) Anti-Ragging Squad will make surprise raids on all relevant places vulnerable to incidents of, and having the potential of ragging and will empowered to inspect such places on regular basis.
- c) Anti-Ragging Squad will conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of 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 to be submitted to the Anti-Ragging Committee for action.



Anti Ragging Squad Constitution has

1. Coordinator
2. Co-Coordinator-Ex Officio Member of SAC
3. Ex Officio Member of SAC
4. Member
5. Member
6. Member
7. Member
8. Member

We share the contact details of the Anti Ragging Squad in the relevant places of the institute.

Ragging Complaint Mechanism

Complaint Mechanism

Written Complaint in the complaint box or Convener of the committee	Through any other member (Faculty/staff/s tudent) or external source	Through call at 011- 27555607 or 27555608m ail at antiragging @gitarattan .edu.in	Call on national helpline no 1800-180- 5522 or to mail at helpline@antir agging.in	Call 100 or inform nearest PCR Van
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Process of Handling the Complaint

- In the event of receipt of information of ragging the complaint receiver will promptly alert/inform the Chairman of the Anti-Ragging Committee of the college or any of its members.
- The Anti-Ragging Committee of the Institute will promptly conduct a preliminary on the spot inquiry and collect details of the incident as available prima facie. The preliminary investigation of the incident will be immediately brought to the notice of the Chairman of the Institute. The activity will be completed, at the most, within twenty hours of receipt of information.
- On the basis of Prima Facie, the Anti-Ragging Committee of the college will promptly conduct an inquiry into the incident as per provisions laid down in Clause 6.3(e) of the UGC Regulations.
- The Anti-Ragging Committee of the Institute shall complete the inquiry and submit its report along with recommendations to the Chairman of the Anti-Ragging Committee of the Institute within fifteen days of the incident.
- Thereafter, the said report and recommendations shall be considered by the Anti-Ragging Committee for deciding the punishment on the erring students in terms of provisions contained at Clause 9.1 of the UGC Regulations.



Action to be taken by the Head of the Institute

On the recommendation of the Anti Ragging Squad or any information concerning any reported incident of ragging, the Head of the institute will 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 authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts 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".

Administrative action in the event of Ragging

The institute punishes a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee will take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and



- nature and gravity of the incidence of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
- i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institute in any regional, national or international meet or event, tournament, youth festival, etc.
 - vi. Cancellation of admission.
 - vii. Rustication from the institute for period ranging from one to four semesters or more as deemed fit.
 - viii. Expulsion from the institute and consequent debarring from admission to any other institution for a specified period and shall have a diverse mix of membership in terms of levels as well as gender.
- c) Provided that where the persons committing or abetting the act of ragging are not identified, the College will resort to collective punishment.
- d) An appeal against the order of punishment by the Anti-Ragging Committee shall lie to the Vice-Chancellor of the University.
- e) Grievance quarterly report is sent to university & detailed file of all the grievance cases is maintained at institute level.


Prof. (Dr.) Vikas Nath
Director

