

GOVERNMENT OF WEST BENGAL

LAW DEPARTMENT

Legislative

West Bengal Act XIII of 2000

**THE WEST BENGAL PROHIBITION OF RAGGING
IN EDUCATIONAL INSTITUTIONS ACT, 2000.**

[Passed by the West Bengal Legislature.]

[Assent of the Governor was first published in the *Calcutta Gazette, Extraordinary*, of the 29th May, 2000.]

[29th May, 2000.]

An Act to prohibit ragging in educational institutions in West Bengal.

WHEREAS it is expedient to prohibit ragging in educational institutions in West Bengal;

It is hereby enacted in the Fifty-first Year of the Republic of India, by the Legislature of West Bengal, as follows:—

1. (1) This Act may be called the West Bengal Prohibition of Ragging in Educational Institutions Act, 2000.

Short title,
extent and
commence-
ment.

(2) It extends to the whole of West Bengal.

(3) It shall come into force on such date as the State Government may by notification appoint.

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

Definitions.

(1) “educational institution” means any educational institution, by whatever name called, whether or not maintained and managed by the State Government,—

(a) recognised or deemed to have been recognised under any law for the time being in force, or

(b) affiliated to a University as defined in the University Grants Commission Act, 1956;

(2) “notification” means a notification published in the *Official Gazette*;

(3) “prescribed” means prescribed by rules made under this Act;

The West Bengal Prohibition of Ragging in Educational Institutions Act, 2000.

[West Ben. Act

(Sections 3-6.)

- (4) “ragging” means the doing of any act which causes, or is likely to cause, any physical, psychological or physiological harm or apprehension or shame or embarrassment to a student, and includes—
- (a) teasing or abusing of, playing practical joke on, or causing hurt to, any student, or
 - (b) asking any student to do any act, or perform any thing, which he would not, in the ordinary course, be willing to do or perform;
- (5) “student” means a student who has been prosecuting his studies in an educational institution.

Prohibition of ragging.

3. (1) Ragging within an educational institution is hereby prohibited.

(2) No person shall participate in, abet, or propagate, ragging in any educational institution.

Explanation.—For the purposes of this section, educational institution shall include—

- (a) the premises or the campus of the educational institution, or
- (b) the hall, that is to say, the unit of residence of students maintained by the educational institution, if any, or
- (c) the hostel, that is to say, the unit of residence for students, if any, not maintained by the educational institution but recognised under any law for the time being in force.

Penalty for ragging.

4. Whoever contravenes the provisions of section 3 shall be punished with imprisonment of either description for a term which may extend to two years, or with fine which may extend to five thousand rupees, or with both.

Dismissal of student on conviction and bar to admission or re-admission.

5. If any student is convicted of an offence punishable under section 4, he shall be dismissed from the educational institution in which he has been prosecuting his studies for the time being, and shall not be re-admitted to that educational institution.

Expulsion of student.

6. Without prejudice to the foregoing provisions of this Act, where a student complains of ragging by any other student to the head of the educational institution or to any other person responsible for the management of the educational institution, such head of the educational institution or person responsible for the management of the educational institution shall

*The West Bengal Prohibition of Ragging in Educational
Institutions Act, 2000.*

XIII of 2000.]

(Sections 7-10.)

forthwith inquire into the complaint and if, on such enquiry, the complaint is found to be true, he shall expel the student, who has committed the offence, from the educational institution.

7. Notwithstanding anything contained in section 5 or section 6, any student dismissed under section 5 or expelled under section 6, may appeal in the prescribed manner to the Committee to be constituted by the State Government in the manner prescribed, and the decision of the Committee on such appeal shall be final.

Constitution of Committee.

8. (1) If the head of the educational institution or the person responsible for the management of the educational institution fails or neglects to comply with the provisions of section 6, a complaint of such failure may be made to the Committee, constituted under section 7, by the student who complains of ragging under section 6 or by his guardian.

Failure or negligence to comply with the provisions of section 6.

Explanation.—“Guardian” shall mean a person having the care of the student or any other person who has been declared to be the guardian of the student in the record, if any, maintained by the educational institution.

(2) On receipt of the complaint under sub-section (1), the Committee shall hold such inquiry as it may deem fit and shall make its recommendations to the managing committee or the governing body of the educational institution or such authority as the Committee considers appropriate and, thereupon, the managing committee or the governing body of the educational institution or the authority, as the case may be, shall take action in accordance with the recommendations as aforesaid.

9. The provisions of this Act shall have effect notwithstanding anything inconsistent therewith contained in any other law for the time being in force.

Act to have overriding effect.

10. (1) The State Government may by notification make rules for carrying out the purposes of this Act.

Power to make rules.

(2) All rules made under this Act shall, unless some later date is appointed by the State Government, come into force on the date of their publication in the *Official Gazette*.

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बहादुरशाह जफर मार्ग
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UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

SUPREME COURT MATTER

No.F.1-8/2006 (CPP- II)

February, 2008

*The Registrar,
All Universities,*

29 FEB 2008

Subject: Supreme Court of India Orders -- Curbing Ragging in Educational Institutions—
Prospectus admissior

Sir/Madam,

I am directed to say that the Hon'ble Supreme Court of India in SLP (C) No.24295/2004 in the matter of University of Kerala v/s Council of Principals, Colleges of Kerala and others, the Apex Court has expressed displeasure on the incidents of ragging in the educational institutions despite directions to prevent such incidents in educational institutions.

(2) It may also be stated that the Report of the Raghavan Committee constituted as per directions of the Supreme Court of India to give suggestions on means of prevention of ragging in educational institutions, is already posted on UGC web site www.ugc.ac.in The prescribed format for compliance report already circulated vide UGC office letter of even number dated 20th November, 2007.

(3) It has been impressed upon by the Hon'ble Supreme Court of India that **henceforth in every prospectus relating to admission of the students in any educational institution, it shall be clearly stated that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the institution.**

contd...

(4) It is requested that necessary action may be taken in the light of the orders of the Hon'ble Supreme Court of India. This may also be brought to the notice of the colleges affiliated to your university.

(5) Action taken report in this regard may please be sent to this office early.

Yours faithfully,

वि. जायसवाल

(V.K. Jaiswal)
Under Secretary

Copy to:

1. Shri Ravi Mathur, Joint Secretary. (U), Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhavan, New Delhi - 110 001 (Ref. No.F9-43/2007-U-5 dt.4.1.2008)
2. All Regional Offices, UGC
3. JS (RO)/ JS (SU) JS/ (CU)/JS (DU)/JS(DC)/ JD (NRCB)
UGC New Delhi - 110 002
4. Publication Officer, UGC for posting on UGC Web Site.

वि. जायसवाल

(V.K. Jaiswal)
Under Secretary

REPORTABLE

IN THE SUPREME COURT OF INDIA

CIVIL APPELLATE JURISDICTION

CIVIL APPEAL NO. 887 OF 2009

University of Kerala

...Appellant

Versus

Council, Principals' Colleges, Kerala and Ors.

...Respondents

JUDGMENT

Dr. ARIJIT PASAYAT, J.

1. Directions have been given from time to time to see that the ugly scar of ragging is obliterated from the face of educational institutions. Mr. Gopal Subramaniam, learned amicus curiae, Mr. P.P. Rao, Mr. Altaf Ahmed and others appearing in the matters have given suggestions which we have considered. Keeping in mind the recent incidents of ragging which have surfaced, and which have been dealt with by this Court, it becomes necessary that the following recommendations made by the Raghavan Committee be implemented immediately, namely:

(i) Recommendation No. 5.14: "We also recommend that every institution should engage or seek the assistance of professional counselors at the time of admissions to counsel 'freshers' in order to prepare them for the life ahead, particularly for adjusting to the life in hostels...";

(ii) Recommendation No. 5.16: "We recommend that on the arrival of senior students after the first week or after the second week as the case may be, further orientation programmes must be scheduled as follows (i) joint sensitization programme and counseling of both 'freshers' and senior by a Professional counselor; (ii) joint orientation programme of 'freshers' and seniors to be addressed by the principal/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; may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors

for a temporary duration; and , the UGC and other funding bodies should provide financial grants for meeting the expenditure on resident tutors (v) it is strongly recommended that as far as possible faculty members should dine with the hostel residents in their respective hostels to instill a feeling of confidence among the fresh residents.";

(iii) Recommendation No.5.18: “We recommend that every institution must have an Anti-Ragging Committee and an Anti - Ragging Squad. It is essential to have a diverse mix of membership in terms of levels as well as gender in both the Anti - Ragging Squad as well as the Anti - Ragging Committee. The Anti - Ragging Committee at the level of the institution should consist of the 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 seniors, non - teaching staff and should be headed by the Head of the Institution. The Anti - Ragging Squad, in contrast, should be a body with vigil,

oversight and patrolling functions and should appropriately be by a smaller body which should be nominated by the Head of the Institution with such representation as considered necessary to keep it mobile, alert and active at all time. The Squad may be called upon to make surprise raids on hostels and other hot spots and should be empowered to inspect places of potential ragging. . The Squad should work under the overall guidance of Anti- Ragging Committee. The Squad should not have any outside representation and should only consist of members belonging to the various sections of the campus community."

(iv) Recommendation No. 5.28: "At the level of the District, we recommend a District level Anti - Ragging Committee, which should consist of the Heads of Higher Education Institutions as members. It should be headed by the District Collector / Deputy Commissioner / District Magistrate and should also have the Superintendent of Police / SSP of the District as member. The Additional District Magistrate should be a member - secretary of the Committee, which should also have representation of the local media and district level Non Government Organizations

actively associated in youth development programmes, as well as representations of all student organizations. The District level Committee should hold preparatory meetings during the summer vacation meetings to take stock of the state of preparedness of each institution and their compliance with the policies and directions or guidelines of the appropriate bodies, the university/State/ Central authorities; and this Court's guidelines in regard to curbing the menace of ragging. We have already emphasized on the need for publicity campaigns, summer months may be appropriate to launch such campaigns. Some of the role expectations from the District level Committees have already been mentioned in the preceding paragraphs dealing with activities at the level of Schools as well as higher education institutions and therefore are not being repeated."

(v) Recommendation No. 5.29: "We have thought through the suggestion that the District level Committee, should function as some sort of an appellate forum to the action taken by the institution level Anti - Ragging Committee. We feel that this is

neither necessary nor desirable. It is not necessary in the context of the recommendation that we propose to make in respect of, the scheme of penalty later in this Chapter. It is not desirable from the point of view that such a mechanism lends an extra – campus dimension to the tackling of intra-campus disciplinary matter. All matters of discipline within teaching institutions, in our opinion, must be resolved within the campus - except those impinging on law and order or breach of peace or public tranquility, all of which should be dealt with under the penal laws of the land; fortifying of which is being suggested by us later on."

(vi) Recommendation No. 5.30: "At the level of the University, we recommend that there should be a Monitoring Cell on Ragging, which should coordinate with the affiliated colleges and institutions under its domain. The Cell should call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committee, Anti - Ragging Squads, Monitoring Cells at the level of the institution, the compliance with instructions on conducting orientation programmes,

counseling sessions, the incidents of ragging, the problems faced by wardens or other officials. It should also keep itself abreast of the decisions of the District level Anti - Ragging Committee. This Monitoring Cell should also review the efforts made by institutions to publicize anti - ragging measures, soliciting of undertakings from parents and students each year to abstain from ragging activities or willingness to be penalized for violations; and should 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."

(vii) Recommendation No. 5.31: "At the State level, we recommend that there should be a Monitoring Cell at the level of the Chancellor of the State Universities, who may also coordinate with those of the Central Government institutions located in the State in which the Governor has a defined role under the relevant law. Governors, in their capacity as Chancellors of State Universities, can leverage the influence of

their office to ensure that the State Government as well as the university authorities are suitably instructed to be alert in regard to ragging. The involvement of Governors would also ensure that the autonomy of institutions of higher learning is not compromised. In addition, Governors of States are associated with Central Universities in their role as Chief Rector /Chancellor etc. and can oversee the function of coordination where required vis-a- vis the office of the President of India in his capacity as the Visitor of the Central Universities and also the Central Government in the Ministry of Human Resource Development. The State level Monitoring Cell should receive periodically, and at such frequencies that it may lay down, status reports from the University level Monitoring Cells and Districts level Anti - Ragging Committees."

(viii) Recommendation No. 5.22: "We recommend that in the, light of the increasing number of private commercially managed, lodges or hostels outside campuses, such hostels and management must be registered with the local police authorities and permission to start such hostels or register them must

necessarily be recommended by the Heads of educational institutions. It should be mandatory for both local police, local administration as well the institutional authorities to ensure vigil on incidents that may come within the definition of ragging. Managements of such private hostels should be responsible for non-reporting of cases of ragging in such premises. Local authorities as well as the institutional authorities should be responsible for action in the event of ragging in such premises, just as they would be for incidents within campuses. The Committee also recommends that besides registering private hostels as stated above, the towns or cities where educational institutions are located should be apportioned as sectors among faculty members, as is being done by some institutions, so that they could maintain vigil and report any incidents of ragging outside campuses and en route while 'freshers' commute."

(ix) Recommendation No. 5.27: "Wardens must be accessible at all hours and therefore it is important that they, be available on telephone and other modes of communication - therefore, we

recommend that wardens must be issued mobile phones by the institutions and the details of their telephone number must be widely publicized. Similarly, the telephone numbers of the other important functionaries - Heads of institutions, faculty members, members of the anti-ragging committees, district and sub-divisional authorities and state authorities where relevant, should also be widely disseminated for the needy to get in touch or seek help in emergencies. The Committee recommends that brochures or booklet/leaflet distributed to each student at the beginning of each academic session for obtaining undertaking not to indulge or abet ragging, shall contain the blueprint of prevention and methods of redress."

The educational institutions shall ensure that each hostel should have a full-time warden who resides within the hostel, or at the very least, in the close vicinity thereof. State of Himachal Pradesh has submitted that the creation of a separate cadre for warden would not be beneficial for this purpose. But it is desirable that institutions should provide necessary incentives for the post of full-time warden, so as to attract suitable

candidates. It has been pointed out that UGC, in its Draft Regulations on Curbing the Menace of Ragging; has also provided accordingly.

(x) Recommendation No. 5.43: "The committee recommends that at the national level, the UGC should fund, a toll - free Helpline which could be accessed by students in distress owing to ragging related incidents. The Ministry of Communication and Information Technology should facilitate the establishment, infrastructure and operation of the proposed Helpline. Any distress message should be simultaneously relayed to the Head of the Institution, warden or officer of the Hostels, District authorities including the Superintendent of Police, and should be web-linked so as to be in the public domain simultaneously for the media and citizens to access it. A genuine message of distress from the victim of ragging should make it obligatory for the Head of the institution and civil authorities to initiate action on the lines already suggested by us."

2. Learned amicus curiae has submitted that the Ministry of Human Resource Development, Government of India, in consultation with UGC, MCI, AICTE and other similar regulatory bodies is in the process of setting up a central crisis-hotline and anti-ragging database in the manner suggested by Dr. Rajendra Kachroo to the Raghavan Committee and the UGC. The task of monitoring the database be given to a nongovernmental agency, to be immediately nominated by the Union of India to build confidence in the public and also to provide information of non compliance to the regulatory bodies and to the Raghavan Committee. The database shall be created out of affidavits affirmed by each student and his/her parents/guardians, which affidavits shall be stored electronically, and shall contain the details of each student. The database shall also function as a record of ragging complaints received, and the status of the action taken thereon;

3. The Draft Regulations on Curbing the Menace of Ragging, formulated by the UGC, should be implemented with the urgency it deserves and to be adopted by all other regulatory bodies, such as AICTE, MCI, DCI, NCI etc.;

4. The recent incident involving the death of Aman Kachroo clearly indicates that the formulation of guidelines and regulations is not sufficient. Such regulations shall have to be enforced strictly, and penal consequences

for the heads of the institutions/administration of the institution who do not take timely steps in the prevention of ragging and punishing those who rag. In addition to penal consequences, departmental enquiries be initiated against such heads institutions / members of the administration / faculty members / non-teaching staff, who display an apathetic or insensitive attitude towards complaints of ragging;

5. Not only the students, but also the faculty who must be sensitized towards the ills of ragging, and the prevention thereof. Non-teaching staff, which includes administrative staff, contract employees, security guards etc., have also to be regularly sensitized towards the evils and consequences of ragging;

6. The Principal or Head of the Institution/Department shall obtain an undertaking from every employee of the institution including teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns etc. that he/she would report promptly any case of ragging which comes to his/her notice. A provision shall be made in the service rules for issuing certificates of appreciation to such

members of the staff who report ragging which will form part of their service record;

7. It is seen, that college canteens and hostel messes are also places where ragging often takes place. The employers/employees of the canteens/mess shall be given necessary instructions to keep strict vigil and to report the incidents of ragging to the college authorities if any;

8. Each batch of freshers should be divided into small groups and each such group shall be assigned to a member of the staff. Such staff member should interact individually with, each member of the group on a daily basis for ascertaining the problems/difficulties if any faced by the fresher in the institution and extending necessary help. By building up rapport with each member of the group teachers or other members of the staff would be able to infuse confidence in the freshers and make them feel at home so as to enable them to report incidents of ragging or bullying. Each group in-charge shall maintain a diary of his/her interaction with the freshers under his/her charge;

9. In the case of freshers admitted to a hostel it shall be the responsibility of the teacher in charge of the group to coordinate with the warden of the hostel and to make surprise visits to the rooms in the hostel where the members of the group are lodged;

10. Freshers shall be lodged in a separate hostel block, wherever possible, and where such facilities are not available, the college/institution shall ensure that seniors' access to freshers' accommodation is strictly monitored by wardens, security guards and college staff;

11. A ragging takes place mostly in the hostels after the classes are over in the college. A round the clock vigil against ragging in the hostel premises shall be provided;

12. It is necessary that parents/guardians of freshers assume responsibility for promptly bringing to the notice of the Head of the Institution any instance of ragging;

13. Chancellor of the Himachal Pradesh University in consultation with the Raghavan Committee shall as a part time measure appoint a Committee to oversee the implementation of directions given in this order.

14. Keeping in mind the seemingly violent history of RPGMC, a detachment of police be posted on the RPGMC campus till such time the Committee is satisfied of the maintenance of discipline on campus.

15. Departmental proceedings shall be initiated against the erstwhile principal of RPGMC, Dr. Suresh Sankhyan to ascertain his role in

exacerbating ragging on campus, as well as his suitability as a faculty member and administrator. State of Himachal Pradesh, in its affidavit, has stated that such proceedings have been commenced against Dr. Sankhyan, and that a charge.-sheet is expected to be issued to him presently;

16. The SHO/SP, within whose jurisdiction a particular college falls, shall be responsible for ensuring that no ragging takes place on the campus of the concerned college, and to effectively deal with incidents of ragging, should, any such incidents take place. Once a central database/crisis hotline is made operative then as soon as SHO/SP, within whose jurisdiction a particular college falls, is contacted by the crisis hotline staff, then such SHO/SP shall deal effectively with the incident and cooperate and communicate with the crisis hotline staff and/or the independent monitoring agency. This will build confidence and encourage people to report incidences of ragging without fear or delay;

17. Dr. Rajendra Kachroo; Dr. S. S. Shilwant, Asst. Professor of Law, Maharishi Dayanand University, Rohtak, shall assist Raghavan Committee, to provide a linkage between the Committee's efforts, and the non-governmental anti-ragging movement;

18. Once the database/crisis hotline (as described in Recommendation No. I(x) above) is operative, State Governments shall amend their anti-ragging statutes to include provisions that place penal consequences on institutional heads;

19. A committee be appointed comprising one or more eminent psychiatrists/psychologists/mental health specialists, a documentary maker and educationalists from various fields, to (i) ascertain the psychological impact of ragging on students; (ii) to ascertain reasons and circumstances under which senior students resort to ragging; (iii) assess and quantify the impact of ragging and indiscipline on the standard of education in an institution and relate it to the existing procedures used by MCI, UGC and other regulatory bodies to assess the suitability of an institution for recognition; and (iv) recommend urgent and mandatory mental health measures to be implemented in, and practiced by school, colleges, and all educational and vocational institutions, so as to aid the occurrence of ragging. For the present following shall be members of this committee:

- (a) D . Shobna Sonpar, Clinical Psychologist, New Delhi;
- (b) Dr. Shekhar Sheshadri, Professor of Child Psychiatry, NIMHANS, Bangalore;

(c) Dr. Mohan Rao, Professor of Social Sciences, JNU New Delhi;
and

(d) Dr. Amit Sen, Child Psychiatrist, Sitaram Bhartia Institute of
Science & Research, New Delhi.

20. A separate committee be constituted immediately to examine the
problem of alcoholism on the RPGMC campus, and to suggest immediate
de-addiction measures. The following eminent mental health experts shall be
members of this committee:

(a) Dr. Anju Dhawan, Associate Professor, Psychiatry, All India
Institute of Medical Sciences, New Delhi;

(b) Dr. Sameer Malhotra, Former Assistant Professor of Psychiatry,
AIIMS, New Delhi; and

(c) Dr. Prakash Saran, Associate Professor of Psychiatry, AIIMS,
New Delhi.

21. In each State, Committees in the line indicated above shall be
constituted to undertake the exercise detailed above.

22. Compliance reports shall be filed within four months. List after four months.

.....J.
(Dr. ARIJIT PASAYAT)

.....J.
(ASOK KUMAR GANGULY)

New Delhi,
May 08, 2009

**UNIVERSITY GRANTS COMMISSION
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)

(TO BE PUBLISHED IN THE GAZETTE OF INDIA PART III, SECTION-4)

F.1-16/2007(CPP-II)

Dated 17th 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 of 2006 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".

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

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.- 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;
- 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 institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.

- j) "NAAC" means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;
- k) "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.
- (2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

5. Measures for prohibition of ragging at the institution level:-

- a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,
- b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

6 Measures for prevention of ragging at the institution level.-

- 6.1 An institution shall take the following steps in regard to admission or registration of students; namely,
- a) Every public declaration of intent by any institution, in any electronic, audio-visual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution,

and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.

- b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.

- c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.

- 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 behavioural 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 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.

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 informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.

- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.
- l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.
- n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organisation authorised to do so.
- o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
- p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.

- q) 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 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 counselling 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 mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.
 - c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
 - d) The professional counsellors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
 - e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
 - f) 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.
 - g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards

and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.

h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.

i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.

j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.

k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.

l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and cross-check whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.

m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been

punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.

n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.

o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.

p) The Vice Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

7. Action to be taken by the Head of the institution.- On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of 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 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".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and Responsibilities of the Commission and the Councils.-

8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;

- 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) 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.
- e) 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, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- f) 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 authorised 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.
- b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.
- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency

responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administrative action in the event of ragging.-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed hereinunder:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension/ expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for period ranging from one to four semesters.
 - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

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

- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
 - i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;

- ii. in case of an order of a University, to its Chancellor.
- iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

- i. Withdrawal of affiliation/recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University.

Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.

- iii. Withholding grants allocated to it by the university, if any
- iv. Withholding any grants channellised through the university to the institution.
- v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty 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 disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty 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 departmental disciplinary

action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 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 or 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.



(Dr. R.K. Chauhan)
Secretary

To,
The Assistant Controller,
Publication Division, Govt. of India,
Ministry of Urban Development and Poverty Alleviation,
Civil Lines Delhi -110 054

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

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



प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

बहादुरशाह जफ़र मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

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E-mail: secy.ugc@nic.in

D. O. No. F. 3-2/2021 (ARC)

27 OCT 2021

October, 2021

'SPEED POST'

Subject: Revised procedure for students to file online Anti Ragging Affidavit.

Dear Madam/Sir,

As you are aware, in pursuance to the Judgment of the Hon'ble Supreme Court of India dated 8.5.2009 in Civil Appeal No. 887/2009, the UGC notified "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" and in compliance of the 2nd Amendment in UGC Regulations, it is compulsory for each student and his/her parent/Guardian to submit an online undertaking each academic year at either of the two designated web sites, namely, **www.antiragging.in** and **www.amanmovement.org**.

As part of UGC's initiative towards reduction of compliance burden of its stakeholders, UGC has revised the procedure for students to file online Anti Ragging Affidavit.

The revised procedure is as follows:

Step 1: A student will submit his/her details on the same web sites (**www.antiragging.in** and **www.amanmovement.org**) as before; read and confirm that he/she and his/her parents/Guardians have read and understood the regulations on curbing the menace of ragging. He/She will confirm & agree that he/she will not engage in ragging in any form. (Step 1 is the same like before).

Step 2: The student will receive an E MAIL with his/her registration number and a web link. The student will forward the link to the E mail of the Nodal officer in his/her university/college. **(Please note that the student will not receive pdf affidavits and he/she is not required to print & sign it as used to be the case earlier).**

Step 3: The Nodal Officer in the university/college can click on the link of any forwarded e mails that he/she will receive from any student of his/her college to get the list of those students who have submitted Anti Ragging Affidavits/Undertakings in his/her college. The list will be updated every 24 hours.

Contd.../-

CONTINUATION SHEET

-02-

Universities and Colleges are requested to insert a **mandatory column** in your university/colleges admission form as per the given format:

Anti Ragging Undertaking Reference no:	<input type="text"/>
----------------------------------------	----------------------

You are also requested to display the email address and contact number of the Nodal Officer of Anti Ragging of your university/college in your website and campus areas like Admission Centre, Departments, Library, Canteen, Hostel, and Common facilities etc. to create awareness about the revised procedure for students to file online Anti Ragging Affidavit.

In addition to this, you are also requested to create E-admission booklet or brochure, E-leaflets giving details on guidance in case of ragging to admitted students instead of print/hard copy.

With kind regards,

Yours sincerely,



(Rajnish Jain)

The Vice-Chancellor of all Universities

The Principal of all Colleges



Government of West Bengal
Department of Higher Education,
Bikash Bhavan, 6th Floor: Salt Lake, Kolkata – 700 091.

Memo. No. 30 (23) – SSS (A/CS/T)/2023

Date: 14th August 2023

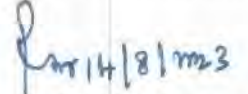
From: Siladitya Basuray, IAS
Sr. Special Secretary to the Government of West Bengal

To: Commissioner of Police, Kolkata
18, Lal Bazar Street, Kolkata- 700001

District Magistrate (All)

Sir/ Madam,

Kindly find herewith a copy of Circular No. 780-Edn(U)/10M-75/2018 dated 14.08.2023 and Notification No. 781-Edn (U)/10M-75/2018 dated 14.08.2023 on Prohibition of Ragging in the Higher Educational Institutions in the State of West Bengal for kind perusal and necessary action.



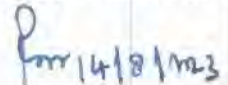
Sr. Special Secretary

Memo. No. 30 (23) /1 (10) – SSS (A/CS/T)/2023

Date: 14th August 2023

Copy for information and taking necessary action to:-

1. Special Commissioner, University Branch, Department of Higher Education, Government of West Bengal, with a request to circulate the above Circular along with Notification to all the Universities in the State.
2. Director of Public Instruction, West Bengal with a request to circulate the above Circular along with Notification to all the Colleges under her control in the State.
3. Director of Technical Education, West Bengal with a request to circulate the above Circular along with Notification to all the Engineering & Professional Colleges under her control in the State.
4. Sr. Special Secretary to the Hon'ble Governor, West Bengal.
5. Private Secretary to the Hon'ble Minister-in-Charge, Department of Higher Education, Government of West Bengal.
6. Sr. PS to the Additional Chief Secretary, Department of Animal Resources Development, Government of West Bengal along with the copy of Circular and Notification.
7. Sr. PS to the Principal Secretary, Department of Higher Education, Government of West Bengal.
8. Sr. PS to the Principal Secretary, Agriculture Department, Government of West Bengal along with the copy of Circular and Notification.
9. Sr. PS to the Principal Secretary, Health & Family Welfare Department, Government of West Bengal along with the copy of Circular and Notification.
10. Sr. PS to the Secretary, Minority Affairs and Madrasah Education Department, Government of West Bengal along with the copy of Circular and Notification.



Sr. Special Secretary

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HIGHER EDUCATION
UNIVERSITY BRANCH
BIKASH BHAVAN, SALT LAKE, KOLKATA-700091**

No. 780 -Edn(U)/ 10M-75/2018

Date: 14.08.2023

CIRCULAR

Subject: Prohibition of Ragging in the Higher Educational Institutions in the State of West Bengal

In view of the directions of the Hon'ble Supreme Court of India dated 8th May 2009 read with the recommendations of Raghavan Committee dated 7th May 2007, Regulations issued by the University Grants Commission(UGC) from time to time, the West Bengal Prohibition of Ragging in Educational Institutions at 2000 , the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001, 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 State and thereby, to provide for healthy development, physically and psychologically of all students , the competent authority in the Higher Education Department (HED) has decided to issue the following guidelines to curb the menace of ragging in Higher Educational Institutions (HEIs) of the State.

a. Measures for prevention of Ragging at the institutional Level :-

All HEIs in the State are directed to follow the guidelines in this regard and enclosed at Annexure-I of this Circular. **(Annexure-I Enclosed)**

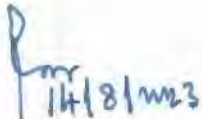
b. Constitution and composition of the Anti-Ragging Committee, Mentoring and Monitoring Cell and other suitable measures:-

All HEIs in the State are directed to follow the Guidelines stated in this regard and enclosed at Annexure –II of this Circular **(Annexure-II Enclosed)**

c. Constitution of State and District level Anti Ragging Committees:- All HEIs and District Magistrates including the Commissioner of Police, Kolkata are requested to follow guidelines stated at Annexure-III of this Circular. **(Annexure-III Enclosed)**

d. State level Committee to look into the complaints lodged by the students /guardians regarding inaction, negligence on the part of the management of the Educational Institutions etc. - the Competent Authority has decided to Constitute a State Level Committee read with provisions of Section 7 and 8 of the West Bengal Prohibition of Ragging in Educational Institutions Act, 2000 and Rule 5, 6 and 7 of the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001. A copy of the said committee is annexed at Annexure-IV of this Circular, for suitable compliance by all HEIs in the State .(**Annexure-IV Enclosed**)

This Circular is issued in public interest and with the approval of the Competent Authority.


14/8/23
Senior Special Secretary

Annexure-I

Measures for prevention of ragging at the institution level as per relevant Regulations (6.1, 6.2) of the University Grants Commission dated July 4, 2009

- I. An Institution shall take the following steps in regard to admission or Registration of students namely,
- a) Every public declaration of intent by any institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with the provisions of any penal law for the time being in force.
 - b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print UGC Regulations 2009 in full. Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus. Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.
 - c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) above.
 - d) The application form for admission, enrollment or registration shall contain an affidavit, *(It shall be compulsory for each student and his/ guardians to submit an online undertaking each academic year at either of the two designated websites viz. www.antiragging.in & www.amanmovement.org and the revised procedure is as per D.O. No. F.1-152009(ARC) Pt-III dated December 2018 issued to Vice-Chancellors of all Universities and Principals of all Colleges by the University Grants Commission.)* 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 UGC Regulations 2009 on anti-ragging, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of UGC 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 the said

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 actor 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 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 behavior has been commented in such document.
- f) 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 along with his/her application.
- g) 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 ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- h) 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.
- i) 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.
- j) The institution shall identify, properly illuminate and keep a close watch on allocations known to be vulnerable to occurrences of ragging incidents.
- k) 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.

- l) 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 this Memorandum.
- m) 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.
- n) Every institution shall engage or seek the assistance of professional counselors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counseling to freshers and to other students after the commencement of the academic year.
- o) 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.

II. 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, 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 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 to the institution in earlier years and shall inform the freshers about their rights as bona fide students of the institution and clearly instruct 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.
- c) The leaflet 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.

- d) 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;
 - (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti -ragging committee;
 - (iii) (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 instill a feeling of confidence among the freshers.
- e) 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.
- f) 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 informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- g) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- h) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- i) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- j) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.

- k) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- l) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits at the time of admission or registration, as the case may be, during each academic year.
- m) Every institution shall obtain the affidavit from every student as referred to above and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the University Grants Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organization authorized to do so.
- n) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
- o) 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.

Annexure-II

Measures for Constituting bodies for prevention of Ragging as per relevant Regulations (6.3, 6.4) of the University Grants Commission dated July 4, 2009

Every Institution shall constitute the following bodies; namely,

1. 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.
2. 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.
3. 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.
4. 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.
5. 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 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. 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.
6. 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.
 7. 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 UGC 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.
 8. 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 Byelaws to facilitate the implementation of anti-ragging measures at the level of the institution.
 9. 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

mobile phone by the institution, the number of which shall be publicized among all students residing in the hostel.

- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
- d) The **professional counsellors** shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
- e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
- f) The faculty of the institution and its non-teaching staff, which includes, but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.
- g) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.
- h) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
- i) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the **Anti-Ragging Squad** or members of the **Anti-Ragging Committee** or the Wardens, as may be required.
- j) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme

for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.

- k) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.
- l) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.
- m) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members or bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.
- n) The Heads of Institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by it.
- o) The Vice Chancellor of each University shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Committee, constituted by the State Government in this regard.

Annexure –III

A. State Level Committee with following members:

- (i) Vice Chairperson (Academic), West Bengal State Council of Higher Education - Chairperson
- (ii) An officer not below the rank of Joint Secretary, Higher Education Department – Member
- (iii) An officer not below the rank of Joint Secretary, nominated by Health and Family Welfare Department- Member
- (iv) Member Secretary, West Bengal State Council of Higher Education- Secretary

B. District level Anti-Ragging Committee shall be constituted with the following members

- (i) District Magistrate (Commissioner of Police , Kolkata in case of Kolkata Police Commissionerate) as Chairperson
- (ii) Superintendent of Police/ Commissioner of Police in the Districts- Member;
- (iii) Registrar of the University falling within the territorial limits of the District-Member;
- (iv) Additional District Magistrate (General) of the District as Member Secretary.
- (v) District Information and Culture Officer (DICO) of the District-Member;
- (vi) Three Principals of Colleges to be nominated by the Director of Public Instruction/ Director of Technical Education as the case may be;

Provided that for Kolkata, the Members of the Committee shall be as follows

- (i) Commissioner of Police, Kolkata- Chairperson
- (ii) Representative of Commissioner, Kolkata Municipal Corporation, not below the rank of Joint Commissioner- Member;
- (iii) Registrars of Universities within Kolkata;
- (iv) Representative of the Director of Public Instruction/Director of Technical Education not below the rank of Joint Director of Public Instruction/Technical Education;
- (v) Joint Commissioner of Police (HQ), Kolkata Police- Member Secretary.
- (vi) Representative of Director of Information.

All the Committees mentioned herein above should have suitable representations from SC/ST/OBC/Minority Community.

Annexure-IV

**GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
BIKASH BHAVAN, KOLKATA-700091**

No. 781 -Edn(U)/ 10M-75/2018

Date: 14.08.2023

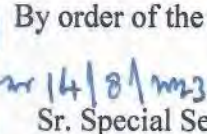
NOTIFICATION

In exercise of the powers conferred by Rule 5 of the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001, read with provisions of section 7 and section 8 of the West Bengal Prohibition of Ragging in Educational Institutions Act, 2000, the Governor is pleased hereby to constitute the State Level Committee with following members:

1. Vice Chairperson (Academic), West Bengal State Council of Higher Education - Chairperson
2. Special Commissioner, University Branch, Higher Education Department, Government of West Bengal – Member
3. An officer not below the rank of Joint Secretary, nominated by the Health and Family Welfare Department, Government of West Bengal - Member
4. Member Secretary, West Bengal State Council of Higher Education- Secretary

The Committee shall look into the negligence on the part of Management of the Educational Institutions in curbing the menace of ragging in the Higher Educational Institutions , complaints received from students of the Guardians regarding inaction on the part of institutions and deal with them in accordance with the provisions stated in Section 7 and 8 of the West Bengal Prohibition of Ragging in Educational Institutions Act, 2000 and Rule 5,6 and 7 of the West Bengal Prohibition of Ragging in Educational Institutions Rules, 2001.

This is issued with the approval of the Competent Authority.

By order of the Governor

Sr. Special Secretary

**Government of West Bengal
Department of Higher Education
University Branch
Bikash Bhavan: 6th Floor, Salt Lake: Kolkata- 700091**

No. 849 -Edn (U)/10M-75/2018

Date: 24th August 2023

ORDER

The State Government in the Higher Education Department has issued a circular vide no 780-Edn(U)/10M-75/2018 dated 14.08.2023 on prohibition of Ragging in the Higher Educational Institutions in the State of West Bengal. The competent authority has decided to introduce a 24 X 7 Central dedicated Toll-Free Number 18003455678 at Kolkata Police headquarters, Lalbazar, for lodging complaints related to Ragging. The competent authority has also decided to constitute Ragging prevention cell in the districts and Kolkata with following officials:

The District Level Ragging Prevention Cell :

- a. Additional District Magistrate looking after the Education in the District,
- b. Addl. Superintendent of Police (HQ)/ Deputy Commissioner of Police (HQ), as the case may be,
- c. District Education Officer/ Dy. Magistrate Dy. Collector looking after Education in the District.

The Ragging Prevention Cell for Kolkata :

- a. Sr. Special Secretary, Department of Higher Education, Government of West Bengal
- b. Joint Commissioner of Police (HQ), Kolkata Police,
- c. OSD, Department of Higher Education, at the rank of Joint Director of Public Instruction.

The **Complaints received from outside the jurisdiction of Kolkata Police** shall be addressed in the following manner:

1. Complaints received will be forwarded to the Local Police Station through Director General of Police Control Room via District Police Control Room with an intimation to the **Districtlevel Ragging Prevention Cell** and the State Level Anti Ragging Committee notified vide No. 780-Edn (U) dated 14.08.2023, for follow up.

2. An officer of the local Police Station shall immediately visit to the place of occurrence and take action as per provisions of the law.
3. The Action Taken by the local Police Station shall be reported to the District Level Ragging Prevention Cell within 24 hours through Addl. SP (HQ)/ DCP (HQ) as the case may be.
4. Simultaneously, the District Level Ragging Prevention shall seek Report from the concerned Institution on the basis of the complaint received from the Toll-Free Number.
5. The Head of the Institution/ Registrar/ Director, as the case may be, shall submit the action taken report to the District Level Ragging Prevention Cell within 24 hours.
6. The District Level Ragging Prevention Cell shall place its report, based on the action taken report from the local Police Station and the concerned Institution, before District Level Anti-Ragging Committee, as notified vide No. 780-Edn (U) dated 14.08.2023, through the Additional District Magistrate of the concerned district, being the Member-Secretary of the District Level Anti-Ragging Committee for taking appropriate action.

The Complaints received from the area within the jurisdiction of Kolkata Police in the following manner:

1. Complaint received will be immediately forwarded to the Local Police Station for instant action with an intimation to the **Ragging Prevention Cell for Kolkata** and the State Level Anti Ragging Committee notified vide No. 780-Edn (U) dated 14.08.2023, for follow up.
2. An officer of the local Police Station shall immediately visit to the place of occurrence and take action as per provisions of Law.
3. The Action Taken by the local Police Station shall be reported to the Ragging Prevention Cell for Kolkata through Joint CP (HQ) within 24 hours
4. Simultaneously, the Ragging Prevention Cell for Kolkata will seek report from the concerned Institution on the basis of the complaint received from Toll-Free Number.
5. The Head of the Institution/ Registrar/ Director, as the case may be, shall submit their action taken report to the Ragging Prevention Cell for Kolkata within 24 hours.
6. The Ragging Prevention Cell for Kolkata shall place its report, based on the action taken report from the local Police Station and concerned Institution, before Anti-Ragging

Committee for Kolkata, as notified vide No. 780-Edn (U) dated 14.08.2023, through Joint Commissioner of Police (HQ), Kolkata Police, being the Member-Secretary of the Anti-Ragging Committee for Kolkata for taking appropriate action.

The Order is issued with the approval of the Competent Authority of the State Government and shall come in to force with immediate effect.

Abhijit Mukhopadhyay
24.8.23
Senior Special Secretary
Higher Education Department

No. 849/1(24) -Edn (U)/10M-75/2018

Date: 24th August 2023

Copy forwarded for information to:

1. Director General & Inspector General of Police, West Bengal, Nabanna
2. Commissioner of Police, Kolkata
3. Commissioner of Police, _____ Police Commissionerate (All)
4. Additional Director General (Law & Order), West Bengal, Nabanna
5. Commissioner, Kolkata Municipal Corporation
6. Vice-Chairperson (Academic), West Bengal State Council of Higher Education with a request to take necessary action
7. Sr. Special Secretary, Department of Higher Education, College/ Technical Branch with a request to take necessary action
8. District Magistrate, _____ District (All)
9. Joint Commissioner of Police (HQ), Kolkata Police with a request to take necessary action
10. Special Commissioner, Department of Higher Education, University Branch with a request to circulate among all the Universities in the State and for taking necessary action
11. Superintendent of Police, _____ District (All) with a request to take necessary action
12. Additional District Magistrate (Education), _____ District (All) with a request to take necessary action
13. Director of Public Instruction, West Bengal with a request to circulate among all the Colleges under her jurisdiction
14. Director of Technical Education, West Bengal with a request to circulate among the Professional and Engineering Colleges under her jurisdiction
15. Member-Secretary, West Bengal State Council of Higher Education
16. Private Secretary to the Hon'ble Minister in Charge, Department of Higher Education
17. Sr. PS to the Hon'ble Chief Secretary, Government of West Bengal
18. Sr. PS to the Additional Chief Secretary, Department of Home & Hill Affairs, Government of West Bengal
19. Sr. PS to the Additional Chief Secretary, Department of Animal Resources Development, Government of West Bengal

20. Sr. PS to the Principal Secretary, Department of Higher Education, Government of West Bengal
21. Sr. PS to the Principal Secretary, Department of Agriculture, Government of West Bengal
22. Sr. PS to the Principal Secretary, Department of Health & Family Welfare, Government of West Bengal
23. Sr. PS to the Secretary, Department of Minority Affairs and Madrasah Education, Government of West Bengal
24. Office Copy

Abhijit Mukherjee
24.8.23
Senior Special Secretary
Higher Education Department