

UNIVERSITY OF CALICUT**DEPARTMENT OF STUDENTS WELFARE**

Ph: 0494 - 2401144 * 353

deanofstudentswelfare@gmail.com

Calicut University.P.O, 673635

No. SW(3)/ Anti-Ragging/2012

17.07.2012

From

The Registrar,
University of Calicut

To

The Heads of Institutions affiliated to the University of Calicut.

Sir,

Sub: Prevention of ragging & Anti-Ragging measures:- Reg.

Ref: 1.D.O.No.16-07/2009-U-5 dated 11.6.09 of Min. of HRD.
2.No.F.1-16/2009 (CPP-II) dated Sep 2009 of UGC.

1. The Hon. Supreme Court of India, in a judgment on 8th May 2009, has directed to implement the recommendations of the Raghavan Committee Report in all the educational institutions in the country to curb the menace of ragging. The report of the committee on prevention of ragging is available at the website of Ministry of Human Resource Development (www.education.nic.in) and University Grants Commission (www.ugc.ac.in). A copy of the judgment of the Hon. Supreme Court of India is also available on www.court.nic.in/court_nic.asp. UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009, (hereafter referred as "the Regulations") is also published in the Gazette of India dt. 4th July 2009.

2. **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 indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame,

or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;

- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaulted, 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 students
- 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.

3. **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 department, constituent units, college, centers 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 or ragging in any form and all institutions shall take all necessary and required measures, including but not limited to the provisions of the Regulations, to achieve the objective of eliminating ragging, within the institution or outside.
- b. All institutions shall take action in accordance with the Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. **Measures for prevention of ragging at the institution level:-** An institution shall take the following steps in regard to admission or registration of student 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 Regulations as well as under the provisions or 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 the 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 Help line 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 prospects.
- c. 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 1** to the 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 the Regulations and also affirm to the effect that he/she not been expelled and/or debarred by any institution and further aware 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 the 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.
- 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 parents/guardians of the applicant, as provided in the English language in **Annexure II** to the 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 the 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 punishments prescribed, both under penal laws as well as under the Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aware 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 the 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.
- 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 institutions, 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 1 and Annexure 11 to the Regulations respectively along with his/her application.
- g. Before the commencement for 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 all locations 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 the 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 the Regulations.
- 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 the Regulations.
- 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 there in.

5. **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 adverse 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 the 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 Regulation9.1.

- 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.

6. **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 authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely:

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

7. **Administrative action in the event of ragging:-**
The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- 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,
8. 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. 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.
 - iii. Withholding grants allocated to it by the University, if any
 - iv. Withholding any grants canalized through the University to the institution.
 - i. Any other appropriate penalty within the powers of the University.
 10. All the incidents of Ragging in the institution must be reported to the Anti-Ragging Monitoring Cell functioning in the Department of Students Welfare in the

University along with copies of enquiry report of the Anti-ragging Squad with remarks of the head of the institution and details of FIR filed with the local police.

11. The following details in respect of your institution must reach to the Anti-Ragging Monitoring Cell in the University immediately on closing of admission for the current academic year.

- a. e-mail address of the Institution.
- b. Name and telephone numbers (official & residence) of head of the institution.
- c. Name and telephone numbers of faculty members.
- d. Name with designation and telephone numbers of the members of Anti-Ragging Committee.
- e. Name with designation and telephone numbers of the members of Anti-Ragging Squad.
- f. Name and telephone numbers of Hostel Wardens.
- g. Postal address and phone numbers of the police station of the jurisdiction in which the institute located.

12. Kindly adhere to the above guidelines as a measure to wipe out "Ragging" from your institution.

Yours faithfully,

Registrar.

Copy to : PS to VC/PA to Registrar.

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