

Himachal Pradesh Technical University, Hamirpur.

Anti-Ragging Guidelines

What Ragging means?

Ragging is “disorderly conduct whether by words spoken or by an act which the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indiscipline activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary courses and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.”

- as per Hon’ble Supreme Court Judgment in WP(Civil) No 656 of 1998

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 in disciplined 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

The ragging can be stopped by creating awareness amongst the students, teachers and parents that ragging is a reprehensible act which does no good to any one and by simultaneously generating an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.

Anti-ragging movement should be initiated by the institutions right from the time of advertisement for admissions various directions and information with the respect to ragging shall be including in the admission prospectus.

Apart from the directions, instructions and guidelines given by Honorable Apex Court, UGC, AICTE, State Government of Himachal Pradesh and this university the following preventive measures are to be taken by the institution to stop ragging in their respective institutions.

This university makes it clear that these guidelines are only illustrative and are not intended to corn in the way of the institutions and authorities devising ways and means to curb the ragging. If there are local laws governing ragging they shall be implemented and knowledge and information about such laws shall also be disseminated. Ragging, if it becomes unmanageable or amounts to a cognizable offence, the same may be reported to the police. However, the police should be called in or allowed entry in the campus at the instance of the head of the institution or person in charge.

Measures for prohibition of ragging at the institution level:

1. The institution shall strictly observe the provisions of the act of the Central Government and the State Government, if any or if enacted, considering ragging as a cognizable offence under the law and prohibiting Anti Ragging in all its forms in all institutions.
2. Ragging in a all its forms shall be totally banned in the entire institution, including its departments, constituent units, all its premises i.e. academic, residential, sports, canteen etc. Whether located within the campus or outside and in all means of transportation of students whether public or private. Strict action shall be taken against those found guilty of anti ragging and/abetting ragging.

Before admission:

1. The advertisement for admissions shall clearly mention that ragging is totally banned in the institution and is punishable under law.
2. The prospectus and other admission related documents shall incorporate all directions of the Supreme Court and the Central Government as applicable so that the candidates and their parents/guardians are sensitized in respect of the prohibition and consequences of ragging.
3. Undertaking preferably both in English/Hindi shall be taken and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishment, and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.
4. The application form shall also contain printed undertaking to be signed by the parent/guardian of the applicant on the same matter.
5. The application for admission shall be accompanied by a document in respect of the School Leaving Certificate /Character Certificate which shall include a report on the behavioral pattern of the applicant.
6. Student seeking admission to the hostel shall have to submit separate undertaking in this regard.
7. At the commencement of the academic session the Head of the institution shall convene and address meeting of various functionaries/agencies like Wardens, representatives of students,

parents/guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the institutions and steps to be taken identify the offenders and punish them suitably.

8. Provision of law, punishment shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature. The institution shall tighten security in its premises, especially at the vulnerable places. At such points at odd hours during the early months of the academic session.

On Admission:-

1. Every fresher admitted to the institution shall be given a printed leaflet detailing when and to whom he/she has to turn to for help and guidance for various purposes including Wardens, Head of the institution, members of the Anti Ragging Committees, relevant district and police authorities, addresses and telephone numbers of such persons/authorities etc. so that the freshers need not look up to the seniors for help in such matters.
2. The application form for admission/enrollment shall have a printed undertaking to be filled up and signed by the candidate to the effect that he/she is aware of the institution's approach towards ragging and the punishments to which he or she shall be liable if found guilty of ragging. A similar undertaking shall be obtained from the parent/guardian of the applicant.
3. The management, the principal, the teaching staff should interact with freshers and take them in confidence by apprising them of their rights as well as obligation to fight against ragging. The head of the institution or a person high in a authority addresses meetings of teachers, parents and students collectively or in groups in this behalf. At the time on commencement of the academic session, the institutions should constitute Anti Ragging Committees to look and continuous watch and vigil over ragging so as to prevent its occurrence and recurrence. To promptly deal with the incidents of ragging brought to its notice of Committee.
4. The leaflet mentioned above shall also tell about their fresher students of the institution and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and shall

not tolerate any atrocities against them. The leaflet mentioned above shall contain a calendar of events and activities laid down by the institution.

At the end of Academic Year:- The Principal send a letter to the parent/guidelines who are completing the first year informing them about the law regarding ragging and the punishments and appealing to them to impress upon their wards to desist from indulging in ragging when they come back at the beginning of the next academic session.

Setting up of Committees and their functions:-

1. The Anti Ragging Committee:- The Anti Ragging Committee shall be headed by the Head of the institution and shall consist of representatives of faculty members, parents, students belonging to the freshers category as well as seniors and non-teaching suitable punishment to those found guilty.
2. The Anti Ragging Squad:- The Anti Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The Squad will have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all time and shall be empowered to respect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad will investigate incidents of ragging and make recommendations to the Anti Ragging Committee and shall work under the overall guidance of the said Committee.
3. Monitoring Cell on Ragging:- There shall be a Monitoring Cell on Ragging at the university level for monitoring the activities of the Anti Ragging Committees, Squads and Mentoring Cells, regarding compliance with the instructions on conducting orientation programmes, counseling session etc. and regarding the incidents of Anti Ragging.

Media and Social Society shall be involved in the exercise:-

1. The punishment to be meted out has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.
2. Every single incident of Anti Ragging where the victim or his parent/guardian or the Head of the institution is not satisfied with the

institutional arrangement for action, First Information Report must be filed.

3. Any failure on the part of the institutional or the authority or negligence or deliberate delay in lodging FIR with the local police shall be construed to be an act of culpable negligence on the part of the institutional authority.
4. If any victim or his parent/guardian of ragging intends to file FIR directly with the police, that will not absolve the institutional authority from the requirement of filing the FIR.
5. Anti Ragging Committees and Squads shall be forthwith formed by the institutions and it shall be the job of the committee or the squad as the case may be to see that the Committee's recommendations are observed without exception and if it is noticed that there is any deviation, the Hon'ble Supreme Court may take action against such institutions.

Other Measures: - The local community and the students in particular must be made aware of dehumanizing effect of ragging. Posters, notice boards and sign-boards wherever necessary, may be used for the purpose. Failure to prevent ragging shall be construed as an act of negligence in maintaining discipline in the institution on the part of the management, the principal and the persons in authority of the institutions. Responsibility shall be liable to be fixed on hostel wardens/superintendent who should himself/herself reside thereat, and wherein the entry of seniors and outsiders shall be prohibited after specified hour of night and before except under the of the person In-charge. If the individuals committing or abetting ragging are not identified collective punishment could be resorted to act as a deterrent punishment and to ensure collective pressure on the potential raggers.

1. The affidavits shall be furnished at the beginning of each academic year by every student, that is, by fresher's as well as seniors.
2. The institution shall arrange for regular and periodic psychological counseling and orientation for students (for freshers separately, as well as jointly with seniors) by professional counselors during the first three months of the new academic year.
3. Parents and teachers shall also be involved in such sessions.
4. The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, by holding counseling sessions,

workshops, painting and design competitions among students and other methods as it deems fit.

5. Wardens shall be appointed as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline, as well as the softer skills of counseling and communicating with the youth outside the class-room situations.
6. The security personnel posted in hostels shall be under the direct control of the Wardens and assessed by them.
7. Private commercially managed lodges and hostels shall be registered with the local police authorities, and this shall be done necessarily on the recommendation of the Head of the institution. Action in the event of ragging in such premises, just as they would be for incidents within the campus.
8. The Head of the institution shall take immediate action on receipt of the recommendations of the Ant-Ragging Squad. He/ She shall also take action suo motto if the circumstances so warrant.
9. Fresher's who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.
10. Anonymous random surveys shall be conducted across the 1st year batch of students (fresher's) every fortnight during the first three months of the academic year to verify and cross-check whether the campus is indeed free of ragging or not.
11. The institution shall file an FIR with the police / local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/ local civil authorities. Remedial action shall be initiated and completed within the one week of the incident itself.
12. Preventing or acting against ragging shall be the collective responsibility of all levels and sections of authorities or functionaries in the institution, including faculty, and not merely that of the specific body/ committee constituted for prevention of ragging.
13. The Heads of institutions other than universities shall submit weekly reports to the Vice-Chancellor of the university the institution is affiliated to or recognized by, during the first three months of new academic year and thereafter each month on the status of compliance with anti-ragging measures.

14. Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.
15. The institution shall enhance the student-faculty interaction by involving the students in all matters of the institution.

Punishments:- (As per UGC Regulations 2009 and AICTE Regulation 2009)

At the institution level: Depending upon the nature and gravity of the offence as established by the Anti- Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- Cancellation of admission
- Suspension from attending classes
- Withholding / withdrawing scholarship / fellowship and other benefits
- Debarring from appearing in any test / examination or other evaluation process
- Withholding results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/ expulsion from the hostel
- Rustication from the institution for period ranging from 1 to 4 semesters
- Expulsion from the institution and consequent debarring from admission to any other institution

Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggars.

Action to be taken by the University level in respect of institutions under it:

If an institution under a university (being constituent of, affiliated to or recognized by it) fails to comply with any direction of the Honorable Court, provisions of the UGC Regulations, AICTE Regulation and directions of any other Regulatory Body to stop ragging, fails to curb ragging effectively, the university may impose any or all of the following penalties on it:

- Withdrawal of affiliation/ recognition or other privileges conferred on it
- Prohibiting such institution from presenting any students then undergoing any programme of study therein for the award of any degree/diploma of the university
- Withholding any grants allocated to it by the university
- Any other appropriate penalty within the powers of the university.

The AICTE has also framed Rules & Regulations for Prevention and Prohibition of Ragging vide its Notification no. 37-3/Legal/AICTE/2009 dated 25-03-2009 has taken a very serious view of ragging incidences in educational institutions and on Directions of the Hon'ble Supreme Court of India vide its Order dated 16.5.2007 has ordered strict implementation of following rules & regulations for Prevention and prohibition of Ragging in technical Institutions.

The institutional authority shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council immediately after occurrence of such incident and inform the status of the case from time to time.

Legal Provisions:

The judgments, orders, Act, Rules and Regulations of Apex Court, State Government, UGC and AICTE is compiled in form of booklet and enclosed with these guidelines for necessary compliance.

For Students

Where Can I get Help?

1. We do not want you to feel that you are alone and helpless. We are all with you.
2. Your Parents are there to help. Please do not feel that you will burden your parents. Talk to them freely and openly. If you are being ragged – it is not your fault. They understand that.
3. We, at the Ragging Prevention Program are ready to help. You can call toll free on 1800 180 5522. You can also send E mail on helpline@antiragging.net.
4. Your College Administration is there to help – Please do not hesitate to ask for help. They will definitely help you. The local police and local administration is also there to help.
5. Anybody can register a complaint of Ragging. It does not have to be only the victim. If you notice an incidence of Ragging you must inform the call center. It is your duty to do so.
6. You can also register a complaint of Ragging - Anonymously. You must however avoid this option because without knowing details it becomes difficult for us to take any action. We can assure you of confidentiality.
7. For knowing the progress of your complaint you can log on to the Anti Ragging Portal: www.antiragging.in or visit www.amanmovement.org.

Call Anti-ragging Helpline: 1800-180-5522

The Anti-Ragging Helpline is a nationwide, toll free number where students, parents, hostel workers or anybody at all will be able to call 24x7 any time of the day or night. On getting a complaint call, we will respond within minutes by informing the College authorities, and keep a close watch on the situation and if necessary inform the police. The police in turn will be obliged to file an FIR as soon as the complaint has been registered.

All students are encouraged to inform the helpline for every incident or even an apprehension of ragging at any level. Even if a student has directly gone to their head of institutions and made a complaint, please make sure you register a complaint with the helpline as well.

The helpline (**1800-180-5522**) will operate round-the-clock and function as a watchdog. Once a student calls and registers a complaint, the process of giving him assistance will start within 15 minutes.

Another number, **155222**, will be functional within three months. Students, parents and guardians can file complaints also via the Internet onhelpline@antiragging.net.

The call will be assigned a unique number which will be given to the complainant for future tracking.

Further, if the complainant does not want to disclose his/her identity, they can still register their complaint on the helpline. Anonymity of the caller shall be maintained upon their request.

After necessary action is taken, the student will get a call or an email confirmation containing details of his or her complaint and action taken.

Check List

(To be signed by Head of the Institution before submission to University)

S/No	Content	Yes/No
1	Do you know "What Constitute Ragging"?	
2	Have you read all orders, Acts, rules, regulations passed/published by Hon. Supreme Court, State/Central Govt, AICTE, UGC or other regulating authorities to stop the menace of Ragging in Educational Institutions?	
3	Have you read the compilation of various orders, Acts, rules, regulations circulated by HimTU?(also available on website of Himtu)	
4	Have you taken all preventive measures given in the various orders, Acts, rules, regulations published by Hon. Supreme Court, State/Central Govt, AICTE, UGC or other regulating authorities to stop the menace of Ragging in Educational Institutions?	
5	Have you mentioned in the prospectus and advertisement for admissions that ragging is totally banned in the institution and is punishable under law?	
6	Have you taken undertaking from student as well as from parent preferably both in English/Hindi signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishment?	
7	Have you given a printed leaflet dealing when and to whom one has to turn for information, help and guidance for various purposes, along with address and telephone number of such persons at the time of admission?	
8	Have you obtained affidavit from student(fresher/older) and his/her guardian/parent at the time of admission?(available on Himtu/UGC website)	
9	Have you taken Character Certificate of the student at the time of admission and got his/her antecedent verified from competent authority?	
10	Have you organize joint sensitization programmes of freshers and seniors?	

11	Have you form Mentoring Cell, Anti-ragging Committee and Anti-ragging Squad, Women Cell, Grievance Redressal Cell?	
12	Have these committees/squad/cell has framed schedule of inspection, approved and notified by you?	
13	How many surprise checks were carried out by the parties and reported to you?	
14	Are you submitting weekly report to the Monitoring Cell for ragging set up at University?	
15	What publicity measures have been taken by you to aware, sensitize and prevent ragging in the Institution?	
16	Have you placed hoarding/posters/banners to stop ragging in the prominent placed in the institutions and hostel? If yes, How many?	
17	Have you arranged psychological counselling and orientation programme (for freshers separately, as well as jointly with seniors)?	
18	Are there security guards in campus as well as hostels?	
19	Have you informed to the Local Administration and Local Police Authority about the registration of private PG/Lodge etc.?	
20	What Actions have been taken for encouraging healthy in traction between freshers and seniors?	
21	Have you arrange any welcome party to the freshers?	
22	Have you addressed joint session of all students at the beginning of semester?	
23	Have you arranged any lecture joint for Freshers and Senior from expert i.e. Police Department, District Attorney, Psychologists, Local Administration to sensitize students towards ragging and its percussions?	
24	Do you know about the quantum of punishments to be given to the student (ragger/spectator/witnesses not disclosing the incident), institutions for non-compliance of this direction as per Apex Court/AICTE/UGC/University or any other competent	

	authority?	
25	How many cases of ragging (as per definition given in the Act/Order of Apex Court) have been reported by Flying Squad or any other source?	
26	Have you reported these cases to University/AICTE?	
27	Have you reported to the parents of Student (Ragger and Ragged)?(if any)	
28	How many meetings have been convened by the various committees and reported to you?	
29	How many meeting you have convened of these committees?	
30	Have you displayed all information on website and Main Notice Board of the Institution?	
31	Are you aware of the toll free number of the Anti-ragging helpline of UGC/State Government?	
32	Are aware about the telephone number of the I/Charge Monitoring Cell of the University?	
33	Is your institution is Ragging Free?	