



Criteria 6 Governance, Leadership and Management

6.2–Strategy Development and Deployment

6.2.2- The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc

INDEX

Sr. No.	Particular
01	Organogram
02	College Development Committee (CDC)
03	Internal Quality Assurance Cell (IQAC)
04	College Committee
05	Administrative Set up Screenshots
06	Code of Conduct
07	Ragging UGC Act 27 June 2019
08	7 th pay Regulation
09	Leave Facility



ORGANOGRAM





College Development Committee (CDC)

College Development Committee (CDC) (Formerly Local Management Committee LMC) 2023-24

1. Shri. Sameer BhauSureshraoDesmukh : President
2. Shri. S. K. Raut : Management Representative
3. Shri. Suresh BhauBapuraojiDeshmukh : Member
4. Dr. K. R. Aher : Member
5. Dr. A. G. Pawde : Member
6. Shri. S. S. Deshmukh : Member
7. Prof.Dr. N. D. Kawade : Member – Teacher.
8. Prof.Dr. S. S. Singam : Member –Teacher Repre.
9. Prof.Dr. A. M. Chaudhari : Member –Teacher Repre.
10. Shri. C. R. More : Member Non-Teaching
11. Prof.Dr. A. M. Chaudhari : IQAC Coordinator
12. **Vacant** : President - Student Council
13. **Vacant** : Secretary - Student Council
14. Dr.Prof. Dr. R. M. Bele : Officiating Principle



Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

465

महाविद्यालय विकास समितीची वार्धा ४
२०२३-२०२४

यदावंत महाविद्यालय वर्धाच्या महाविद्यालय विकास समितीची वार्धा शुक्रवार दिनांक २२.०३.२०२४ रोजी सकाळी १२.०० वाजता यदावंत महाविद्यालयाच्या प्राचार्य कक्षात सन्माननिय जीमान नगीर सुरेशाराव देहायुय अध्यक्ष यदावंत महाविद्यालय विकास समिती यदावंत महाविद्यालय वर्धा यांच्या अध्यक्षतेखाली संपन्न साती. या सभेला पुढे लगेच सन्माननिय मध्यासत्र हजेरा होते.

१. सन्माननिय श्री. नगीर सुरेशाराव देहायुय	अध्यक्ष	<i>Dehale</i>
२. सन्माननिय श्री. सतिशाराव के. शकत	म. वि. समिती	<i>Shakt</i>
३. सन्माननिय श्री. प्रा. सुरेशाराव वा. देहायुय	व्यवस्थापन प्रतिनिधी	<i>Dehale</i>
४. सन्माननिय प्रचार्य डॉ. विठोकराव रा. मठेर	म. वि. समिती	<i>Mather</i>
५. सन्माननिय प्रा. डॉ. अशोकानंद नी. पावडे	व्यवस्थापन सदस्य	<i>Paavde</i>
६. सन्माननिय डॉ. नंदरिप सुरेशाराव देहायुय	म. वि. समिती	<i>Dehale</i>
७.	विकल्प	
८. सन्माननिय डॉ. नरेश देवराजजी कनडे	व्यवस्थापन सदस्य	<i>Kande</i>
९. सन्माननिय प्रा. डॉ. गीता सुरेश शिंगण	म. वि. समिती	<i>Shingane</i>
१०. सन्माननिय प्रा. डॉ. आरती म. चौधरी	व्यवस्थापन सदस्य	<i>Chaudhari</i>
११. सन्माननिय श्री. चंद्रकांत रा. गारे	म. वि. समिती	<i>Gare</i>
१२. सन्माननिय प्रा. डॉ. आरती म. चौधरी	व्यवस्थापन सदस्य	<i>Chaudhari</i>
१३.	विकल्प	
१४.	विकल्प	
१५. प्रवर्णी प्रचार्य डॉ. रवींद्र म. बेले	व्यवस्थापन	<i>Bale</i>
	म. वि. समिती	



11

या सभेसमोरीत विद्यार्थ्यांवर चर्चा होऊन पुढे नमुने प्रस्ताव
विषय :- महाविद्यालय विकासासाठी समितीच्या मागील सभेचे कार्यवाही
वाचून कायम करावे.

उदाहरण :- अशाचच महाविद्यालय तर्फे महाविद्यालय विकास
समितीची सभा बुधवार दि. २२.०३.२०२४ रोजी
सरांचल महाविद्यालयाच्या प्राचार्य कक्षात संपन्न झाली.
या सभेचे कार्यवृत्त आजच्या सभेसमोर वाचून राज्यविद्यालय
जागे महाविद्यालय विकास समितीच्या मागील सभेच्या
कार्यवृत्ताला मंजूरी देऊन कायम करावे असे ही सभा ठरविते
उदाहरण सर्वानुमते मंजूर

विषय क्र. २ :- वरिष्ठ महाविद्यालय सन २०२४-२०२५ या आर्थिक
वर्षाच्या अनुदानित व कायम रित्या अनुदानित अभ्यासक्रमाच्या
जमा खर्चाचा अंदाज पत्रकास मंजूरी देणे.

उदाहरण क्र. ३ :- वरिष्ठ महाविद्यालय सन २०२४-२०२५ या आर्थिक
वर्षाच्या अनुदानित व कायम रित्या अनुदानित अभ्यासक्रमाच्या
जमा खर्चाचा अंदाज पत्रक महाविद्यालयाच्या विकास
समोरीसमोर वाचून राज्यविद्यालय आले. या अंदाजपत्रकात
अनुदानित अभ्यासक्रमाचा खर्च ६४६,३५१०० = ०० जमा खर्च
राज्यविद्यालय आला. तर कायम रित्या अनुदानित अभ्यासक्रमा
खर्च ६५,२४,१४० = ०० या जमा खर्चा राज्यविद्यालय आला
या अंदाजपत्रकावर चर्चा होऊन हे अंदाजपत्रक मंजूर
करण्यात यावे असे ही सभा ठरविते.
उदाहरण सर्वानुमते मंजूर

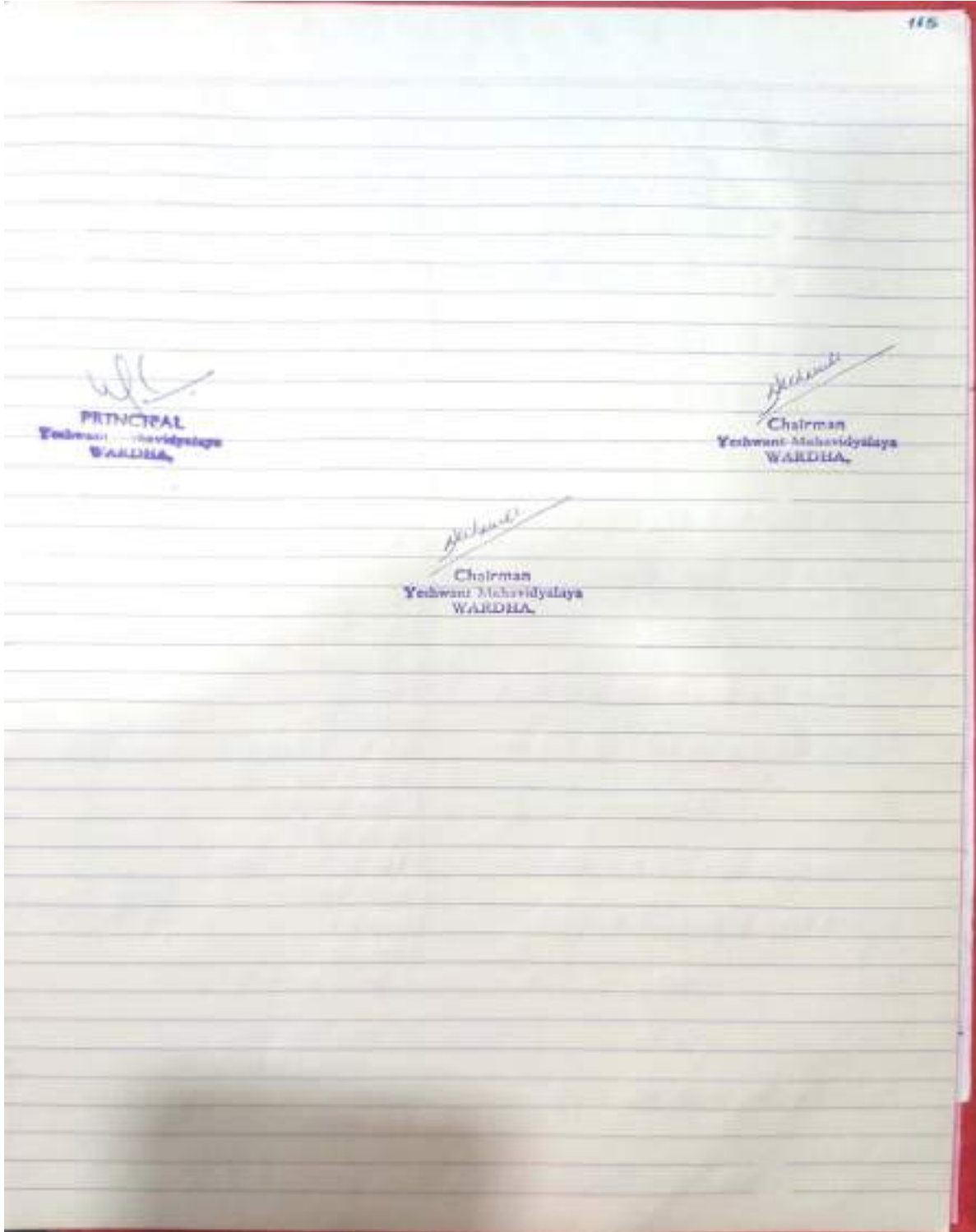
विषय क्र. ३ :- जी. डोरे गैहगूर डोरे बाबा मिया, संघालय परिसर
व सौ. तारा पुस. जगताप संघालय परिसर हे दोघेही विभागे
आ. १२. ०६२५ ला सेवाविहृत होत असून त्यांच्या सेवाविहृती
मंजूरी देणेसाठी

उदाहरण क्र. ३ :- जी. डोरे गैहगूर डोरे बाबा मिया संघालय परिसर
व सौ. तारा पुस. जगताप संघालय परिसर हे दोघेही विभागे
सेवापुराधिकेरीत जन्मतारखेच्या नोंदीप्रमाणे तशीही ६०वर्षे
पूर्वी करून दि. ३१.१२. २०२४ ला सेवाविहृत होत
आहेत. त्यांच्या सेवाविहृती ही सभा मंजूरी देते
उदाहरण सर्वानुमते मंजूर

विषय क्र. ४ :- सज्जाननिस अहमद अहमद साहेब साहेब परवानगीचे
वेळेवर येणारे विषय



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'





Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

Internal Quality Assurance Cell (IQAC)

Reconstruction of Internal Quality Assurance Cell (IQAC)

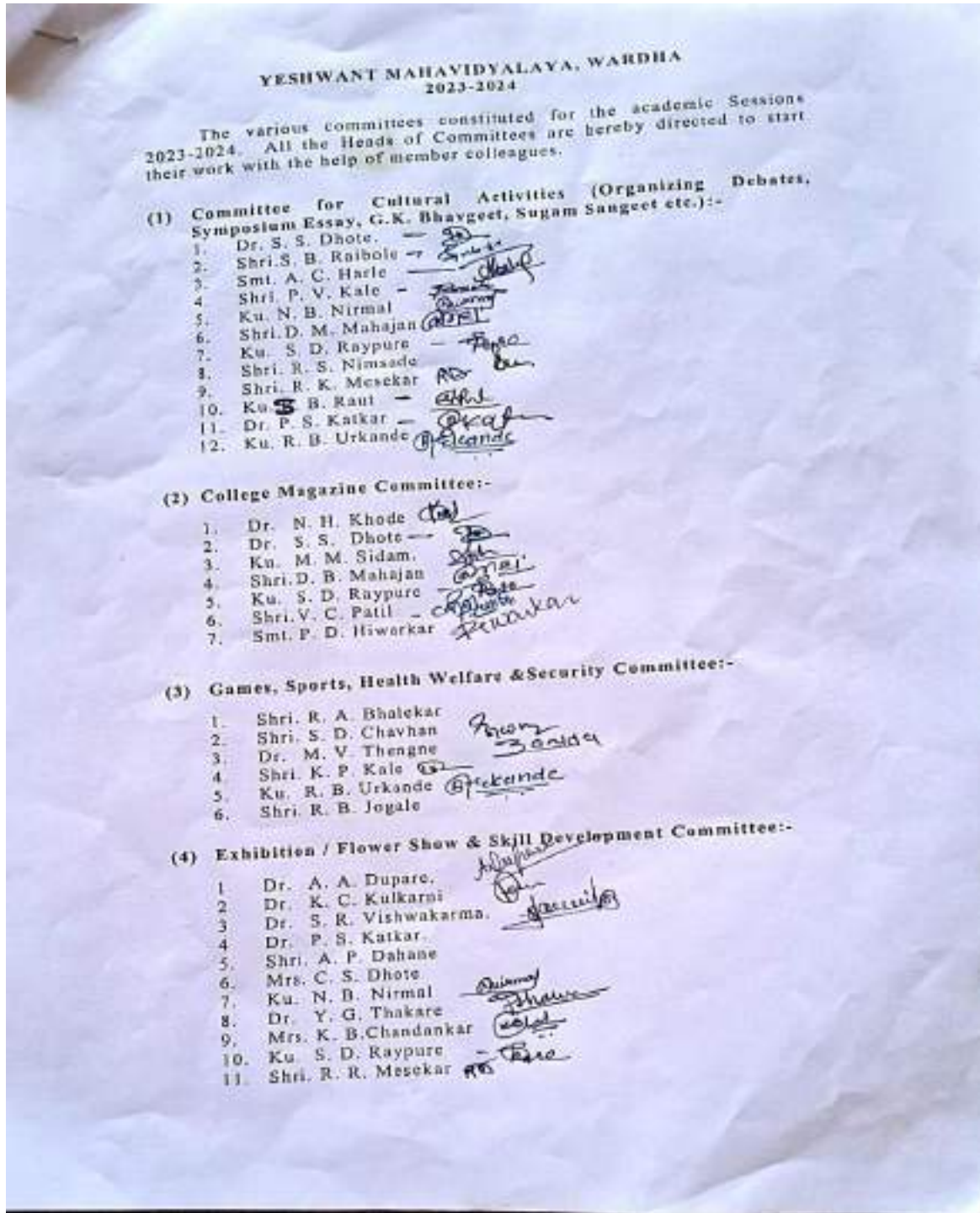
(As per NAAC Revised Guidelines)

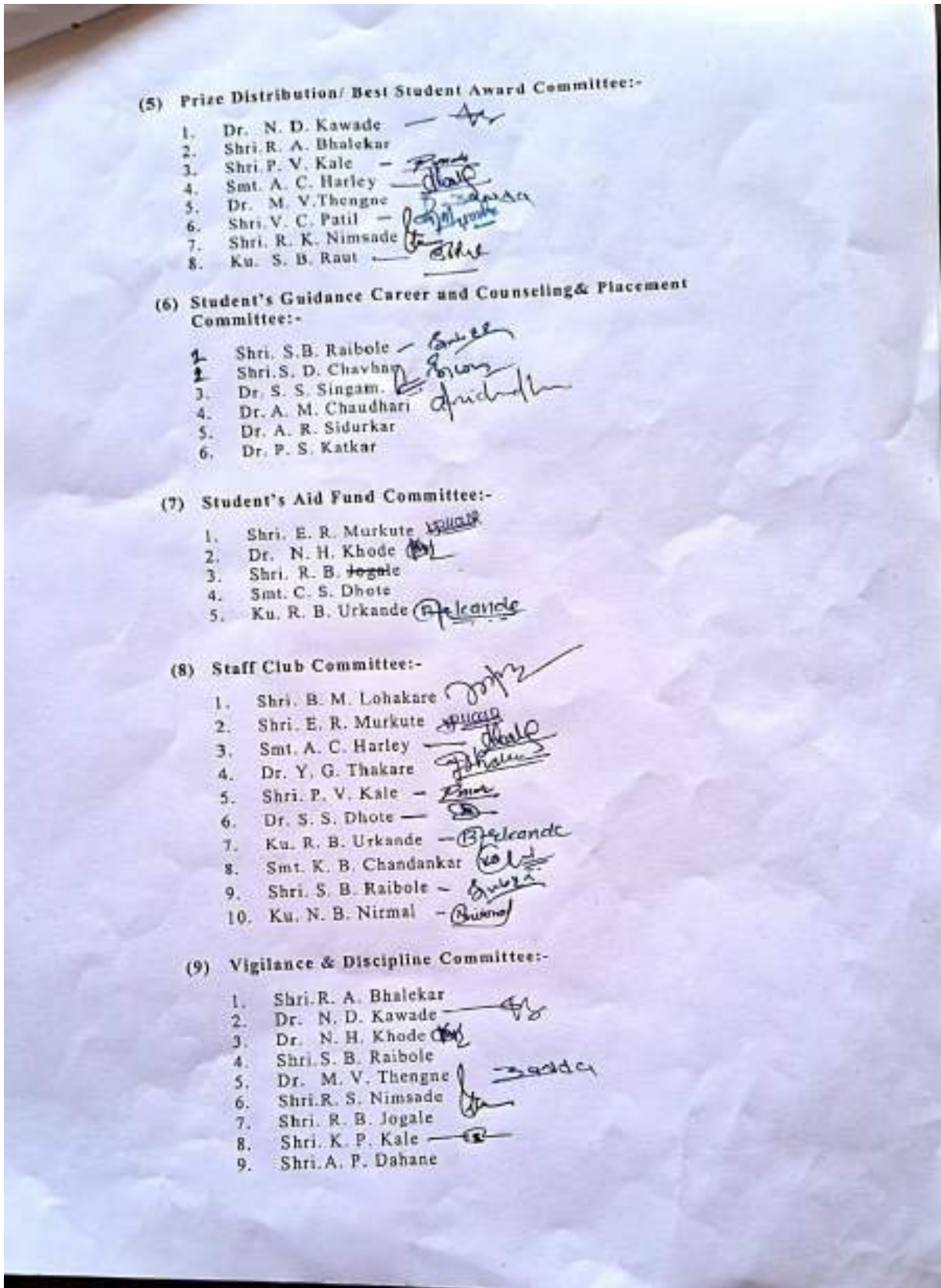
ACADEMIC YEAR -2023-24

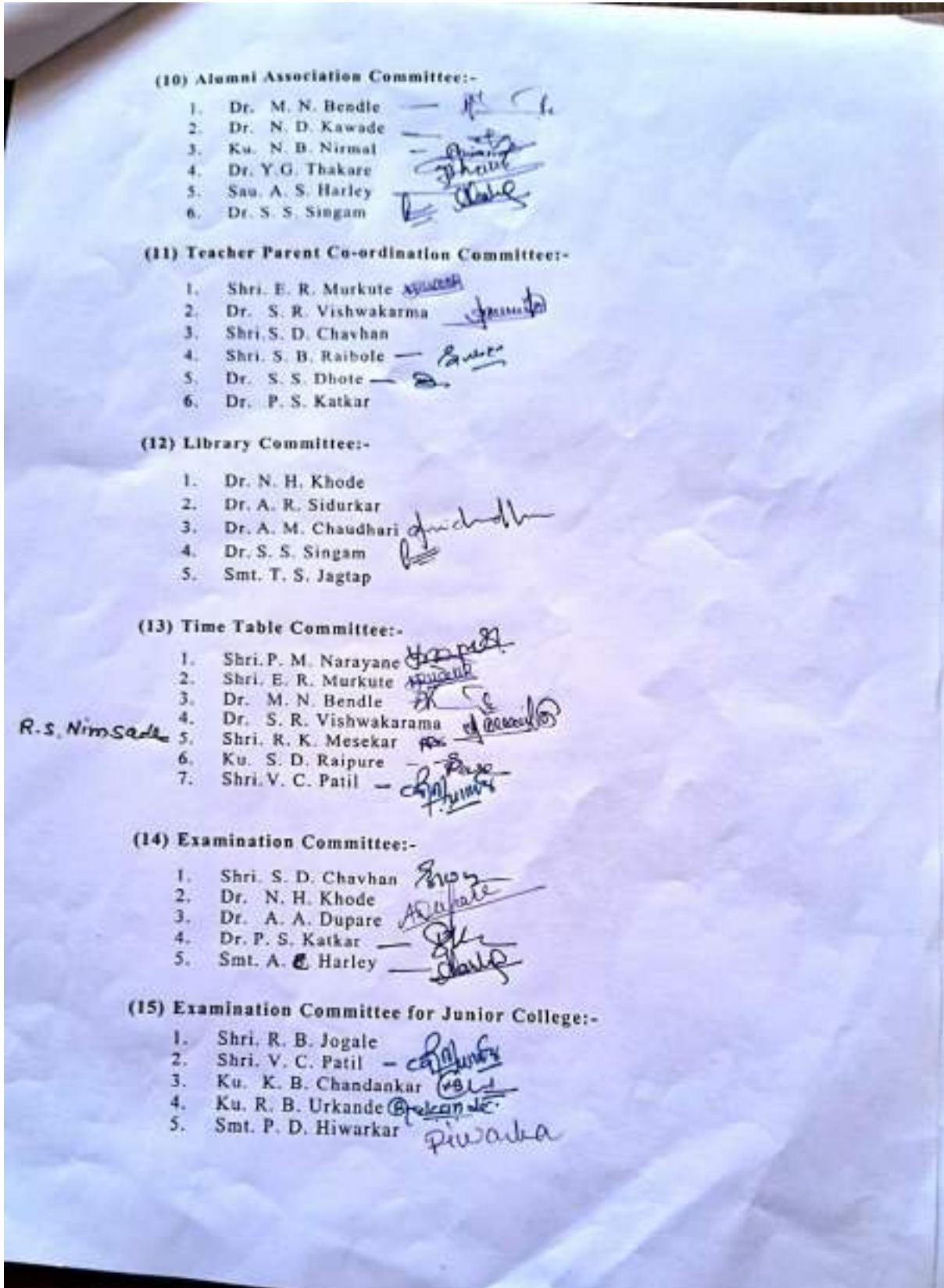
Sr.No.	Name	Category
1	Shri. S.K.Raut, Vice President, Yeshwant Rural Education Society, Wardha	Management Representative
2	Dr.R.M.Bele,Principal	Chairman
3	Dr.A.M.Chaudhari	Coordinator
4	Mr.E.R.Murkute	Teacher Member
5	Mr.P.M.Narayane	Teacher Member
6	Dr.S.S.Dhote	Teacher Member
7	Dr.N.D.Kawade	Teacher Member
8	Dr.P.S.Katkar	Teacher Member
9	Dr.N.H.Khode	Teacher Member
10	Dr.A.A.Dupare	Teacher Member
11	Mr.AnkitHiware	One Nominee from Industrial Expert
12	Mr.M.W.Belkhode	OneNominee from Local Society
13	Adv.AmarDubey	One Nominee from Alumni

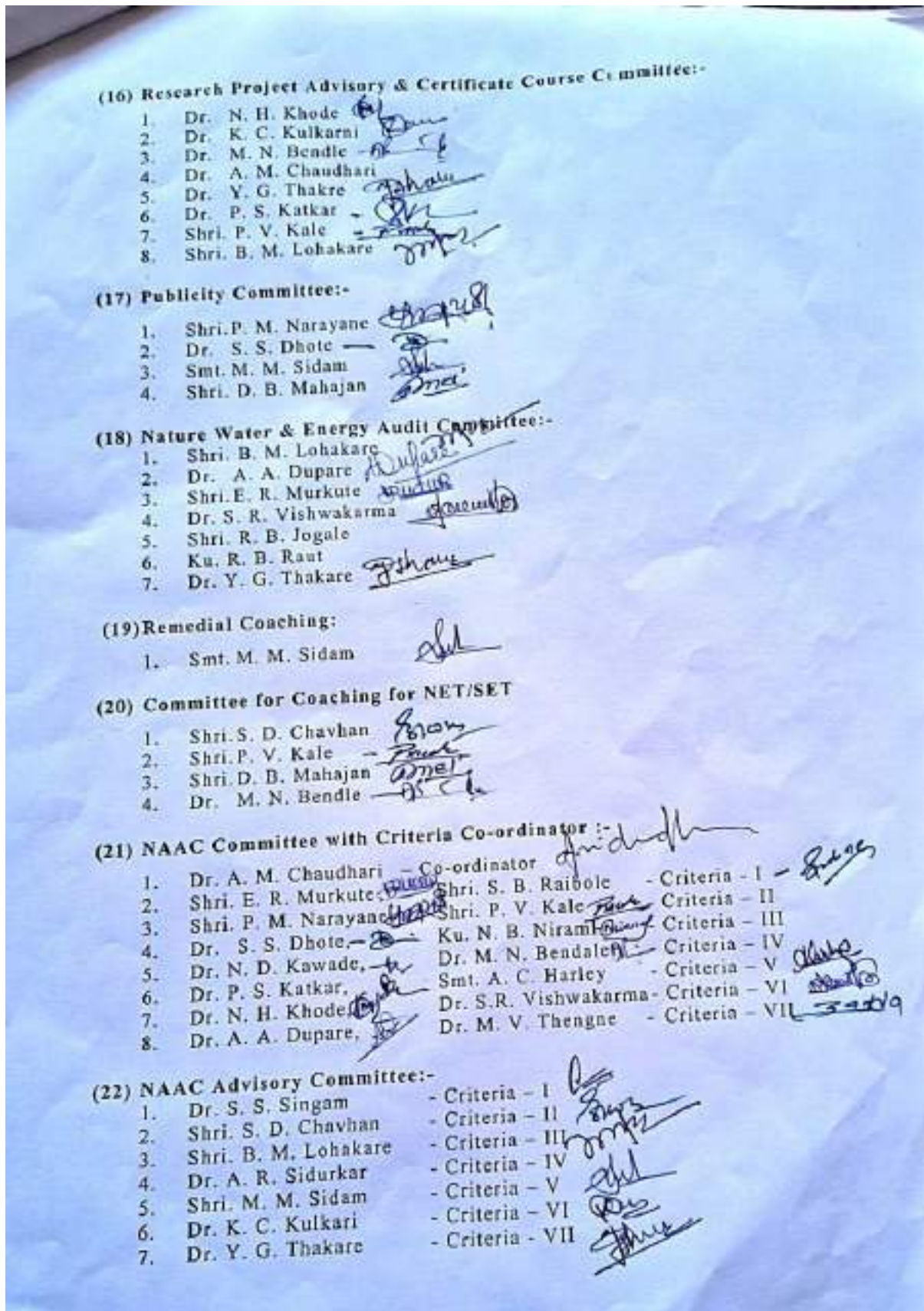


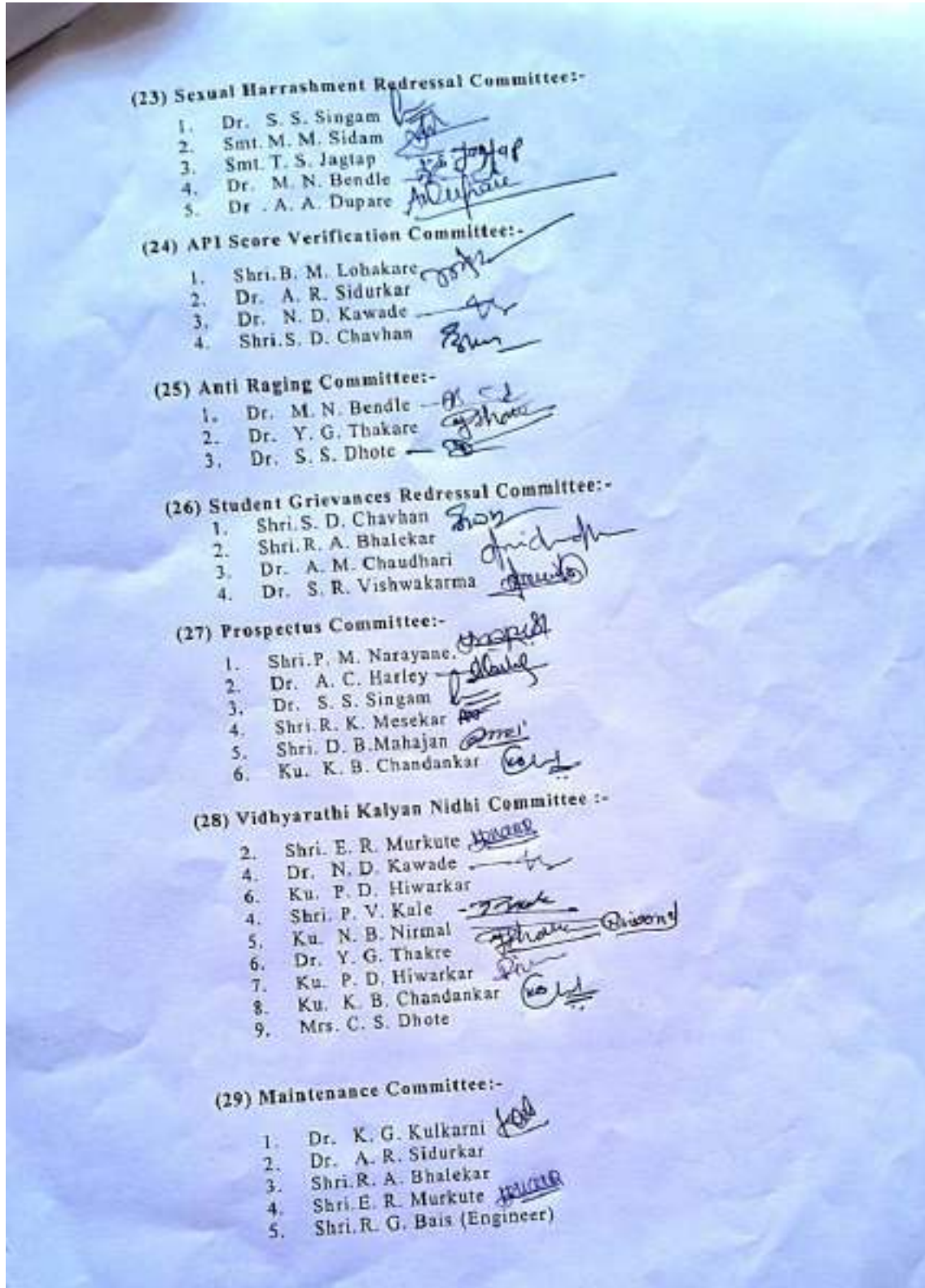
College Committee

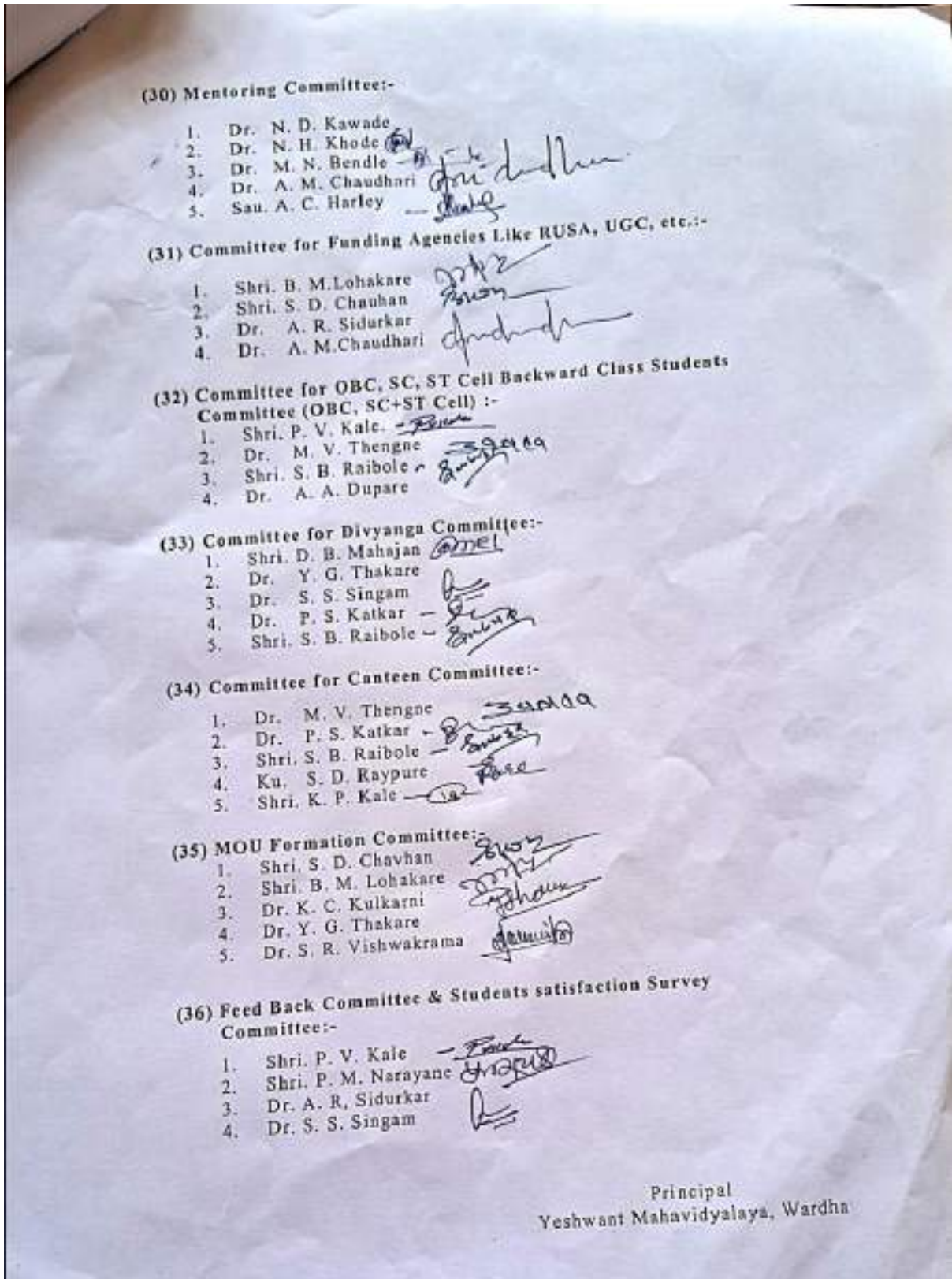












Administrative Set up Screenshots



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

A. Administration





Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'



Yeshwant Gramin Shikshan Sanstha's
Yeshwant Mahavidyalaya, Wardha
(NAAC Reaccredited B⁺⁺Grade)

CODE OF CONDUCT

Dr. Ravindra M. Bele

Principal
Yeshwant Mahavidyalaya, Wardha





Code of Conduct for Governing Body

CDC

- Provides effective academic and administrative leadership to the institution.
- Decentralized and participative management in institutional practices.
- Fulfills their lawful duties and obligations to government with integrity and loyalty.
- Ensures the welfare of staff and students.
- Strictly follows strategy of mobilization and optimal use of funds.
- Respects the rights of staff and students.
- Takes responsible action to protect the students and staff from conditions detrimental to health and safety.
- Maintains financial transparency and delivery.
- Makes utmost efforts to develop the institution in a versatile manner.
- Prioritizes interests of the institution above personal.
- Takes responsible actions to maintain educational ambience.



Code of conduct for Principal

The Principal of an institution should always be honest, fair, objective, supportive, protective and law abiding. Besides, the following traits are expected from the Principal.

- He must implement the new ideas and plan to execute the vision and mission.
- Promote institution interaction and inculcate research development activities.
- Listen to the student's ideas and set a supportive tone.
- Ensure that the staff and students are aware of rules, policies and procedures laid down by the college.
- Be fair in his disciplinary actions for all the members of faculty, non-teaching staff and students.
- Recommend and forward communication to the authorities.
- Monitor, manage and educate the administration of the institution and take remedial actions based on the stakeholder's feedback.
- Execute any other qualitative and quantitative work for the welfare of the students and institution.
- Empower all his staff and students to reach their maximum potential.
- Assume responsibility and accountability for his/her performance.



Code of Conduct for Office Superintendent & his support staff

- He and his support staff should acquaint themselves with the college policies and adhere to them to their best ability.
- He and his support staff should give due respect to the decisions made by the college authorities.
- He should perform the duties assigned sincerely and diligently as well as with accountability.
- He should avail leave with prior intimation to the extent possible. In case of sudden contingencies, information on their absence should be promptly forwarded to the college authority.
- He and his support staff should not, on any account, undertake any other job within the stipulated office hours. Neither shall he/she engage himself/herself in any trade or business within college premises.
- He should not engage in remarks or behavior that might be considered disrespectful to his authorities, non-teaching colleagues, teaching staff or students.
- He should be punctual as his prior presence is required daily for the commencement and smooth functioning of college activities.
- He should also be responsible for the proper use and maintenance of college equipment and furniture.
- He should observe that no support staff is under the influence of drugs or alcohol during office hours.
- He should perform his duty with honesty and integrity. There should be no falsification of official documents entrusted to him.
- He should show no discrimination based on gender, caste, or religion.
- It is expected that they behave in a helpful, friendly, and patient manner towards the students.



Code of Conduct for Teacher

- Identification of slow and advance learners and organize educational activities as per the requirements of slow and advance learners.
- Maximum use of ICT in teaching learning process.
- Implementation of various teaching methods for getting better learning outcomes.
- Organizing Seminars, Workshops, Conferences for students. Organize parents meets in association with teachers and parents.
- Developing resources and evaluation.
- Student's counseling scheme implementation.
- Examination work pertaining to college university such as organizing supervision and assessment etc.
- Arrangement of remedial classes.
- Any other duties assigned by the Management and Principal from time to time.



Job responsibilities of Librarian

- To be a Member-Secretary of the Library Advisory Committee and shall ensure proper implementation of the decisions taken by the Library Advisory Committee.
- To ensure proper procurement and technical procedure of all books, periodicals, manuscripts, journals in print, audio and digital format, and equipment in the library.
- Evolve and implement such processes and procedures to ensure that the books, periodical, manuscripts, journals and equipment in the library are accessible to the library users in effective and efficient manner.
- Be responsible for the development, modernization, up keeping and management of library.
- To render assistance and guidance to all the stake holders of the library.
- To conduct training programs and workshops to update the skills and knowledge of colleges library users.
- To create awareness among the users regarding the availability of resources, information, search techniques and databases through the information literacy program.
- To ensure smooth functioning of overall library work.
- Shall ensure that no irregularities take place in the library.
- Any other work assigned by the Principal time to time.



Code of Conduct for Student

- Students must reach their lecture halls five minutes before the scheduled time.
- Students are required to wear I-Card inside the campus from their entry to exit.
- Students should keep themselves informed about the latest updates on the notice boards.
- Edibles/soft drinks are not allowed during the teaching hours in classrooms.
- Students are allowed to avail the facility of Library, Internet, and Cafeteria during free hours only.
- Care must be taken while using institute's property e.g., furniture, fixtures, computers, lab equipment, etc.
- Students are expected to observe a decent dress code in college hours.
- Students must use digital platform to enrich their knowledge.
- Students are expected to take initiative in social welfare activities conducted by college.
- Students should keep them update for the preparation of examination conducted by college and university.



Job Responsibility of Clerk Student Section (Admission)

- Custody of original documents of students and their final disposal.

Maintain all the original documents in individual folders ie: 10th & 12th marksheet, graduation marksheet, passing certificate, degree certificate, transfer certificate, migration certificate, caste certificate, caste validity certificate of each student. The original documents shall be returned to the student on completion of the course ensuring that all dues have been cleared by the student. No original documents shall be returned during the academic year without valid reasons except LC/ TC and sequencing documents.

- TC eligibility forms

To obtain eligibility forms of students along with the xerox copies of necessary certificates and timely submission of the same to the camp organized by University of Nagpur for the purpose of verification.

- Issuing Bus, Air, Railway Concession

Issue of local railway concession and long route railway concession to bonafide students for winter and summer vacation after approval from Principal. Timely procurement of railway concession books strictly following the rules of the railway authority to keep the railway concession books in safe custody and ensure prevention of misuse of the same.

- Maintaining of the files and registers pertaining to the section, duly number updated in all respects to maintain all the current and back volumes of files in a neatly labeled and numbered manner.



- To receive scholarship forms from economically backward class students and students belonging to SC, ST, NT, OBC & SBC, submit the same to the social welfare department along with caste validity and other documents complete in all respect in the time limit prescribed by director of social welfare department under the supervision of Principal.
- To receive application for minority scholarship of central and state government and submit the same to director complete in all respect in the time limit prescribed under the supervision of Principal.
- To prepare merit list of all the students admitted to first year category wise as required and submit the same to director for their approval in a time bound manner.
- To take regular follow up of approval of sanctions of the scholarship from social welfare department till the sanctions are received and report the status to the Principal regularly.
- To issue no due certificate to students whenever they approach the section.
- To issue transfer certificate to student whenever they approach, ensuring that no due certificate is receivable from the student.



Job responsibilities of Placement Officer

- Prepare a data bank of potential industries for placement and keep updating them.
- Initiate correspondence with industries and organized recruitment process for placements.
- Organize meetings to spend a rapport with corporate world.
- Organize printing of placement brochures /soft copies of information regarding student's placement.
- Obtain feedback from Industries regarding strength and weakness of students who have been placed finally.
- Obtain feedback from Industries regarding performance of placed students and obtain inputs for additional training grooming of current student at least for a year.
- Grooming the students for placement by organizing soft skill training.
- Counseling of students regarding emerging areas of job opportunities.
- Organize talks by experts to motivate students to seek job opportunity in emerging areas.
- Give feedback to the faculty about strength and weakness of students to enable them to initiate appropriate grooming activities.



Job responsibilities of lab instructor

- To draw the lab schedules for the students and display on the board.
- Record and maintain the attendance of the students.
- Ensure the discipline of the students in the laboratory.
- To assist students during practical in the laboratory.
- Conduct lab examination as and when required.
- To assist the system administrator to maintain the network and the computers.
- Maintain database of marks of various exams and assist faculty members in compilation and submission of term work preparation of marks list.
- To assist the faculty members in conducting lab sessions of their students.
- To maintain the dead stock, consumable and semi consumable register of respective laboratory.
- Maintain the continuous assessment records of students in respective term work.



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha.

(Accredited with B⁺⁺ Grade By NAAC)

E-Mail: yvm_wrd@rediffmail.com

Ph.No.07152-243120

Ref. No. _____

Date: _____

Certificate

This is to certify that following attached entire document for the metrics 7.1.10 entitled. The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard are found correct.

hence certified.


PRINCIPAL
YESHWANT MAHAVIDYALAYA, WARDHA



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

**YESHWANT MAHAVIDYALAYA, WARDHA
DISCIPLINE MAINTENANCE COMMITTEE
2023-2024**

Sr.No.	NAME OF MEMBER	DESIGNATION
01.	Shri. R. A. Bhalekar	Coordinator
02.	Dr. N. D. Kawade	Member
03.	Dr. N. H. Khode	Member
04.	Shri. S. B. Raibole	Member
05.	Dr. M.V. Thengne	Member
06.	Shri. R. S. Nimsade	Member
07.	Shri. S. K. Wankar	Member
08.	Shri. K. P. Kale	Member
09.	Shri. A. P. Dahane	Member

PRINCIPAL
YESHWANT MAHAVIDYALAYA, WARDHA



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

Meeting 1

Yeshwant Mahavidyalaya, Wardha

Discipline Maintenance Committee

(2023-2024)

Date: 15th September 2023

Time: 10:30 AM

Venue: Room No 8, Yeshwant Mahavidyalaya

Agenda:

1. Discussion on maintaining discipline among students on campus.
2. Review of the existing rules and regulations for student behavior.
3. Strategies for promoting academic integrity and reducing indiscipline.
4. Addressing issues related to the use of mobile phones in classrooms.
5. Discussion on creating awareness regarding the college's code of conduct.
6. Future actions and recommendations for discipline maintenance.

Minutes of the Meeting:

1. Welcome and Introduction:

The meeting began with the welcome address by Shri. R. A. Bhalekar, Coordinator of the Discipline Maintenance Committee. He outlined the purpose of the meeting.

2. Discussion on Maintaining Discipline:

Dr. N. D. Kawade emphasized the importance of maintaining discipline to foster a conducive learning environment. Members shared observations and concerns regarding student behavior, including classroom disruptions and late attendance.

3. Review of Rules and Regulations:

Dr. N. H. Khode reviewed the current disciplinary rules. It was suggested to conduct a review of the code of conduct and update it to address current challenges.

4. Strategies to Promote Academic Integrity:

Shri. S. B. Raibole suggested organizing workshops on academic ethics and integrity for students. Dr. M.V. Thengne proposed introducing stricter monitoring during examinations.



5. Mobile Phone Usage in Classrooms:

Shri. R.S. Nimsade proposed establishing clear guidelines on the use of mobile phones during class hours. It was decided to implement a "No Mobile Phone" policy in classrooms, with exceptions for emergency situations.

6. Awareness on Code of Conduct:

Shri. S. K. Wankar suggested creating a visual campaign to raise awareness about the college's code of conduct. Members agreed to display posters and distribute pamphlets to students.

7. Future Actions and Recommendations:

Dr. A.P. Dahane recommended setting up a disciplinary feedback system where students can report any concerns regarding campus discipline anonymously.

Action Taken Report:

1. Academic Integrity Awareness Initiative:

Awareness Initiative program on academic ethics was organized. Faculty and students participated actively.

2. Implementation of Mobile Phone Policy:

A formal "No Mobile Phones" policy was implemented in classrooms from October 2023. Notices were displayed in classrooms and at prominent locations.

3. Awareness Campaign:

Posters and pamphlets were created and distributed to students. The awareness campaign was conducted successfully.

4. Disciplinary Feedback System:

An anonymous feedback system was set up by 15th October 2023, allowing students to report issues discreetly.

Co Ordinator
Discipline Maintenance Committee



Meeting 2

Yeshwant Mahavidyalaya, Wardha

Discipline Maintenance Committee (2023-2024)

Date: 20th December 2023

Time: 2:00 PM

Venue: Room no 8, Yeshwant Mahavidyalaya, Wardha

Agenda:

1. Review of minutes of previous meeting
2. Monitoring the feedback system for disciplinary issues.
3. Discussion on improving interaction between faculty and students for better discipline.

Minutes of the Meeting:

1. Review of minutes of previous meeting

The meeting commenced with Shri. R. A. Bhalekar's welcoming remarks, conformed minutes of previous meeting and the agenda was approved.

2. Monitoring Disciplinary Feedback System:

Shri. R. S. Nimsade shared a summary of feedback received via the anonymous system. Most issues related to punctuality and academic behavior were reported. A follow-up mechanism for serious concerns was discussed.

3. Improving Faculty-Student Interaction:

Shri. S. K. Wankar proposed organizing informal meetings between faculty and students to discuss discipline and other concerns. It was agreed that this initiative would foster better communication and understanding.

Action Taken Report:

1. Mobile Phone Policy Follow-up:

A review of the mobile phone policy was conducted. Minor adjustments were made to allow students to use phones for academic purposes during breaks. Notices were updated and displayed in classrooms.

2. Disciplinary Feedback System Follow-up:



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

A follow-up meeting was conducted with students who reported major disciplinary issues. The feedback system is functioning smoothly, with improvements in student behavior being noted.

3. Late Attendance Policy Implementation:

The new attendance policy was enforced from December 2023. Warning letters were issued to students with frequent late arrivals, and meetings were arranged with the parents of persistent offenders.

4. Faculty-Student Interaction Program:

The first informal meeting between faculty and students was successfully conducted. More such meetings were planned for the following months.

Co Ordinator
Discipline Maintenance Committee



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'



प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

विश्वविद्यालय अनुदान आयोग, भारत सरकार
(Ministry of Human Resource Development Govt. of India)

बहादुर शाह जेफर मार्ग, नई दिल्ली-110002
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D.O. No 1-15/2009 (ARC) pt.III

27th June, 2019

Respected Sir/Madam,

In pursuance to the Judgment of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. 887/2009, the UGC had notified "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009". The Regulations are available on the UGC website i.e. www.ugc.ac.in. These regulations are mandatory for all higher educational institutions in the country.

As multiple mechanisms are required to ensure a ragging-free campus, here are some recommendations and action steps which are required to be deployed in your esteemed university and all institutions under your ambit.

A. Basic Measures:

1. Constitution of anti-ragging committee, anti-ragging squad, setting up of Anti-Ragging Cell and adequate publicity for these measures through various media are to be undertaken.
2. Mention of anti-ragging warning in the institution's prospectus and information booklets /brochures shall be ensured.
3. Updating websites of institutions with the complete address and contact details of nodal officers related to anti-ragging committee.
4. In compliance with the UGC Regulations and its 2nd Amendment regarding submission of undertaking by each student and every parent, an online undertaking in every academic year to be submitted.
5. UGC has notified 3rd Amendment in UGC Regulations on 29th June, 2016 to expand the definition of ragging by including the following:

"3. (i) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background."

6. Installing CCTV cameras at vital points.

B. Counseling and monitoring measures

1. Regular interaction and counseling with the students can detect early signs of ragging and identification of trouble-triggers.
2. Surprise inspection at hostels, students accommodation, canteens, rest-cum-recreation rooms, toilets, bus-stands and any other measure which would augur well in preventing/quelling ragging and any uncalled for behaviour/incident shall be undertaken.

C. Creative Dissemination of the idea of ragging-free campus

1. Events like Anti-Ragging workshops, seminars and other creative avenues to spread the idea.
2. Safety and security apps without affecting the privacy of individuals can be creatively deployed

Contd...2



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

UNIVERSITY GRANTS COMMISSION
Bahadurshah Zafar Marg
New Delhi-110002

No. F. 1-127/2011 (Anti Ragging)

PUBLIC NOTICE

CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS

It is brought to the notice of the Institutions, students and other various stakeholders that ragging is a criminal offence and UGC has framed regulations, on curbing the menace of ragging in higher educational institution, in order to prohibit, prevent and eliminate the scourge of ragging. The regulations have been notified vide No. F. 1-16/2009 (CPP-II) dated 21.10.2009 and are available on UGC website www.ugc.ac.in.

The above mentioned regulations are mandatory and shall apply to all Universities established or incorporated by or under a Central Act, a Provincial Act or a State/Union Territory Act and all Institutions recognized by or affiliated to such Universities and all Institutions deemed to be Universities under Section (3) of the UGC Act, 1956 with effect from 4th July, 2009 i.e. the date of its Publication in the official Gazette. All institutions are required to take necessary steps for its implementation in to including the monitoring mechanism as per provisions provided in the above regulation and ensure its strict compliance. The following preventive measures for Anti-Ragging should also be strictly followed:-

- 1) The Institutions may erect suitable hoardings/bill boards/banners in prominent places within the campus to exhort the students to prevent or not to indulge in ragging and also indicating therein the names of the officials and their telephone numbers to be contacted in case of ragging.
- 2) All Educational Institutions should form an Anti-Ragging-Committee and squads and dedicated cadre of wardens and professional counselors to ensure that the directions of Hon'ble Supreme Court of India and Justice Raghavan Committee recommendations are followed without exception.



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

- 3) An affidavit must be obtained from every Student, Parent/Guardian separately as per clause (m & n) of Regulation 6.2.
- 4) The Institution may also undertake other forms of campaign as it may consider appropriate for prevention of ragging.
- 5) UGC has uploaded a film on anti-ragging on its website. All universities and colleges are requested to download the same and give wide publicity amongst the students, before the start of the academic session. Besides, this may be constantly monitored during the entire period of the academic session.

Any violation of UGC regulations as cited above or if any Institution fails to take adequate steps to prevent ragging or act in accordance with these regulations or fails to punish perpetrators of incidents of ragging suitably, UGC shall call for punitive action against erring institutions.

Students in distress owing to ragging related incidents can access the toll free helpline 1800-180-5522.

SECRETARY



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

Part II—Sec. 4]

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

4025

UNIVERSITY GRANTS COMMISSION

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)

New Delhi-110002, the 17th June 2009

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

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;

4-129 (2009)



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'



4026

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[Part III—Sec. 4

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



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

PART III—Sec. 4]

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

407

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.



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

408

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[PART III—Sec. 4

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.



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

Part III—Sec. 4]

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

4029

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,

1—(19) 01/2009



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

030

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[PART III—SEC. 4

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,



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

032

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[Part III—Sec. 4

- 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 to 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.



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

034

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[Part III—Sec. 4

- 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.



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

Part III—Sec. 4]

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

403

- 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.



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

35

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[Part III—Sec. 4

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



Part III—Sec. 4)

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHIA 11, 1931)

4057

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.

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Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

4058

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[Part III—Sec. 4

- 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 (p) 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



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

श्री (II) - Sec. 4]

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

4039

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;



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

Part III—Sec. 4]

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

4041

- 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;

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Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

1042

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADRA U, 1931)

[PART III—Sec. 4

- 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



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

4044

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[Part III—Sec. 4

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 channelised 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



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

046*

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[PART III—Sec. 4

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 128 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



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

MA III—Sec. 4]

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

4047

ANNEXURE I
AFFIDAVIT BY THE STUDENT

1. 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



Yeshwant Rural Education Society's
Yeshwant Mahavidyalaya, Wardha
NAAC Reaccredited Grade 'B'

४१

THE GAZETTE OF INDIA, JULY 4, 2009 (ASADHA 13, 1931)

[Part III—Sec. 4

ANNEXURE II
AFFIDAVIT BY PARENT/GUARDIAN

- I, Mr./Mrs./Ms. _____ (*full name of parent/guardian*) father/mother/guardian of _____ (*full name of student with admissions/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
- My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - 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.

DATH COMMISSIONER

प्रमाणिक, पाठक प्रकाश मुद्रणालय, काशीबागद इलाहाबाद मुद्रित
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Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

YESHWANT MAHAVIDYALAYA, WARDHA

ANTI RAGGING COMMITTEE

In order to give effect to the provisions of UGC regulation on curbing the menace of ragging in higher educational institutions 2023, College has evolved the practice of asking the parents and students to sign the Undertaking at the time of Admission that they shall knowingly or unknowingly will not take part in any activity amounting to ragging in the campus. This practice of taking Undertaking is in place for last five or more years. Besides this Anti Ragging Committee is held meeting regularly to discuss the measures to be taken to prevent any such incidence in the campus.

We are happy that not a single case of ragging is reported in College in the Academic year 2023-24.

Anti Ragging Committee is constituted in the Yeshwant Mahavidyalaya, Wardha comprised following members :

Composition of Committee :

- 1) Dr. Manoj Bendle ----- Co-Ordinator
- 2) Dr. Sanjay Dhote ----- Member
- 3) Dr. Yogita Thakare ----- Member
- 4) Dr. Manda Thengne ----- Member

Objectives of Anti Ragging Committee :

- 1) To aware the students of dehumanizing effects of ragging inherent in its perversity.
- 2) To keep a continuous watch and vigil over ragging so as to prevents its occurrence and recurrence.
- 3) To promptly and stringently deals with the incidents of ragging brought to our notice.
- 4) To create an atmosphere of discipline by passing a clear message that no act of ragging in college premises. To prohibit any conduct by any student or students



Yeshwant Rural Education Society's

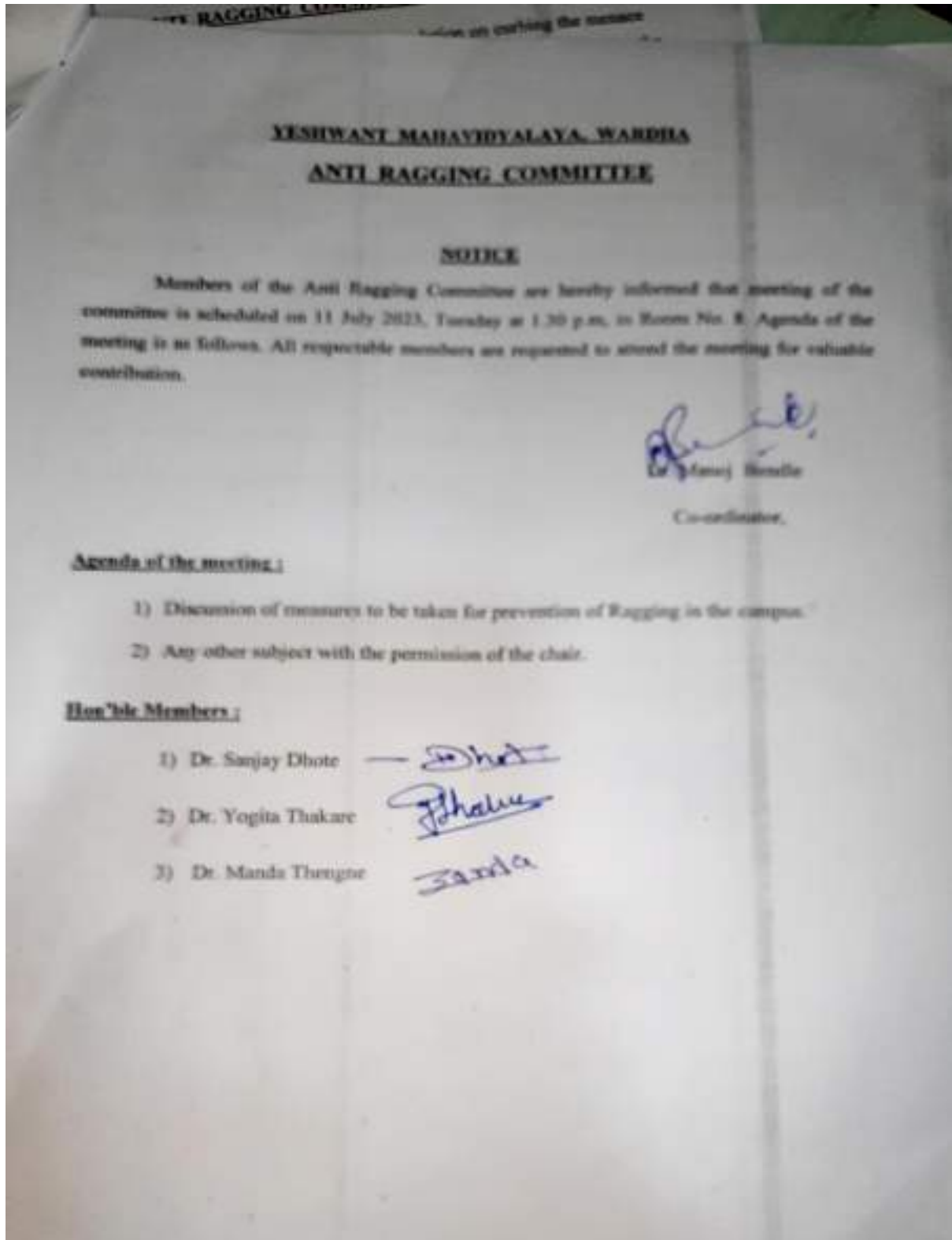
Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

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.

- 5) To Prevent, Prohibit, and Redress any and all forms and instances of Ragging in the College. To educate the students on the meaning of ragging and its consequences.







Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

MINUTES OF THE MEETING HELD ON 11 JULY 2023

The meeting of the Anti Ragging Committee commenced at 1.30 p.m on 11 July 2023, Tuesday in Room No. 8., with Dr. M.N. Bendle in the chair and the members Dr. Sanjay Dhote and Dr. Yogita Thakare were also present in the said meeting.

Item No. 1 : Discussion of measures to be taken for prevention of Ragging in the College Campus.

There are no incidences of ragging were reported in the college, no any special need was felt to take any further step in this regard, as college has already started taking undertaking from each students at the time of Admission Committee Members.

Item No. 2 : Any other subject with the permission of the chair.

No new thing or subject come for discussion.

ACTION TAKEN REPORT :

As no incidences of ragging were reported in the college, no any special need was felt to take any further step in this regard, as college has already started taking undertaking from each students at the time of Admission Committee Members regarding prevention of ragging in the college campus.



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

YESHWANT MAHAVIDYALAYA, WARDHA

ANTI RAGGING COMMITTEE

(Mechanism for Redressal or dispose of complaints received from students)

Functions of the Committee :

- 1) To consider the complaints received from the students and conduct enquiry and submit report to Anti Ragging Committee along with the punishments recommended for the offender.
- 2) Oversee the procedure of obtaining the Undertaking from the students in accordance with the provisions.
- 3) Conduct workshop against ragging menace and orient the students.
- 4) To create awareness among the students about anti ragging.
- 5) To take all necessary measures for prevention of ragging inside the college campus.
- 6) The other function of a committee is to contribute to the efficient operation of an organization. In most cases, a committee is concerned with the communication of information and with assisting the leadership in the decision-making process by providing needed information and maintain healthy atmosphere in the college.

Awareness / Prevention from all practices of Ragging :

At the time of admission we inform all the students about prevention of ragging practices and its punishments. It made compulsory for every students to sign Undertaking that he /she shall not involved in any practices of ragging. Conduct workshop against ragging menace and orient the students also.

Online and off line mechanism for entertaining the complaint :

College has developed off line and also online mode of receiving complaints regarding ragging incidence. For offline complaint Suggestions cum Complaint box has been provided in conspicuous place of the college, and for online complaint TAB has been provided on college website

All complaints regularly open and action taken on time.



Yeshwant Rural Education Society's

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

Outcomes : As per our strict and zero tolerance policies implemented in our college, not a single case found in last five years.

UNDERTAKING

I _____ hereby solemnly declare that I shall not be in any way involved in the act of ragging. I shall follow the “U.G.C. Regulations on curbing the menace of ragging in higher education institutions (Redressal of Grievances of Students) Regulation, 2023” notified through U.G.C. regulations dated 11 April, 2023. I am aware of the fact that any violations of these regulations will be viewed seriously and shall be entitled for the necessary punishment, even to the extent of rustication or imprisonment.

Date :

Signature of the Student

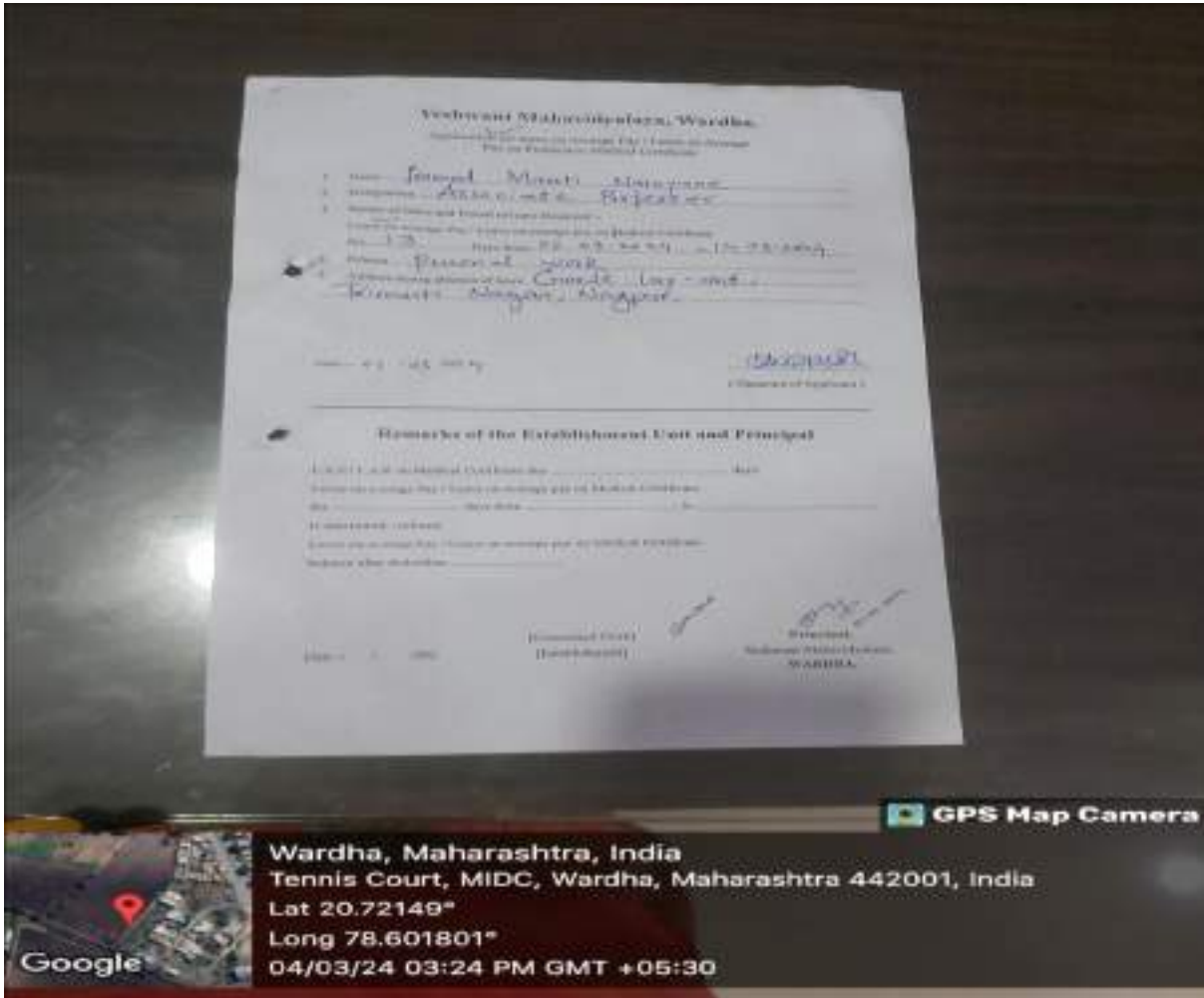
I _____ hereby solemnly declare that my son/daughter _____ shall be in no way involved in the act of ragging. I am quite aware of the fact that ragging is a criminal offence and liable for punishment.

Date :

Signature of the Parent

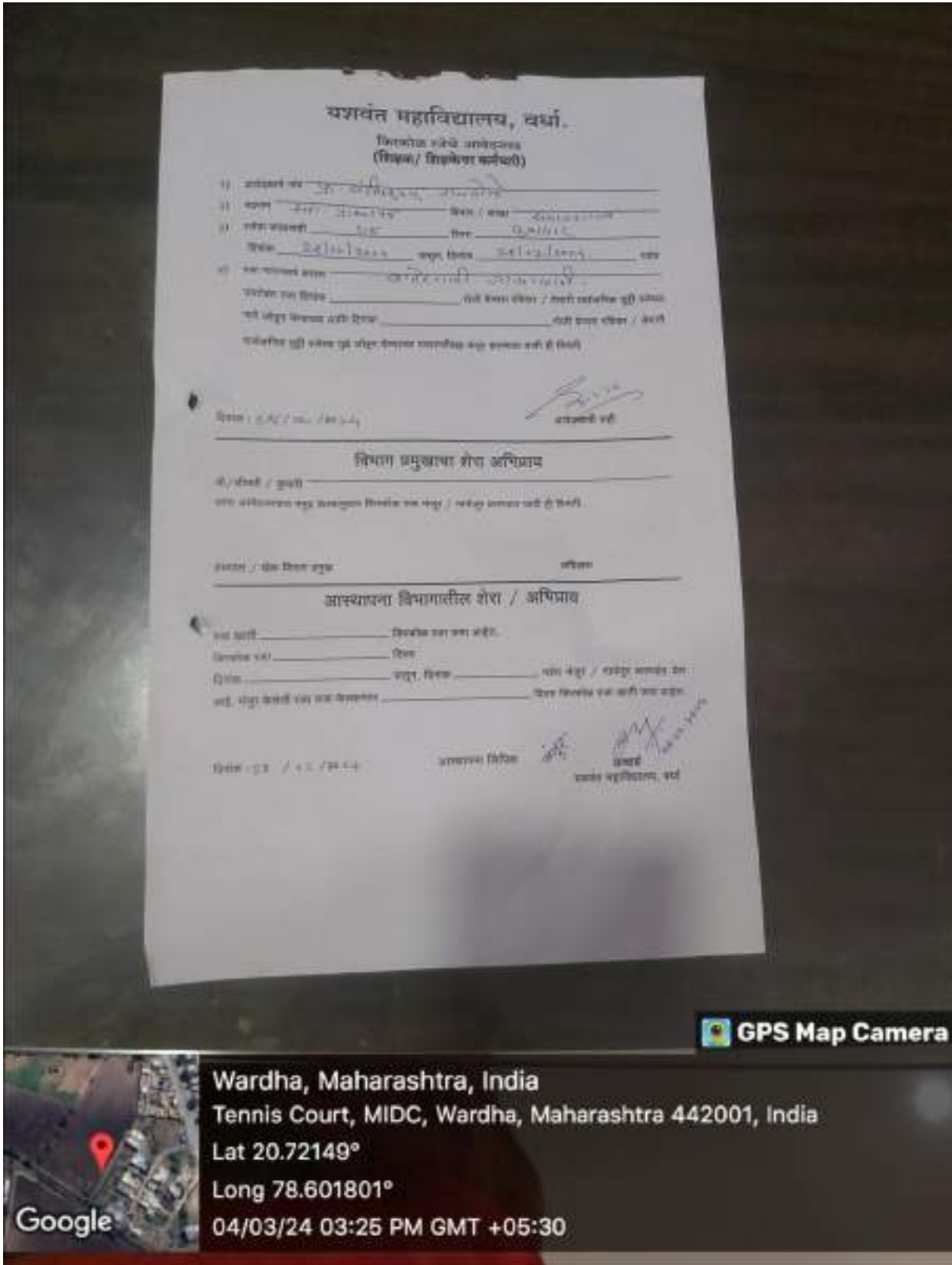


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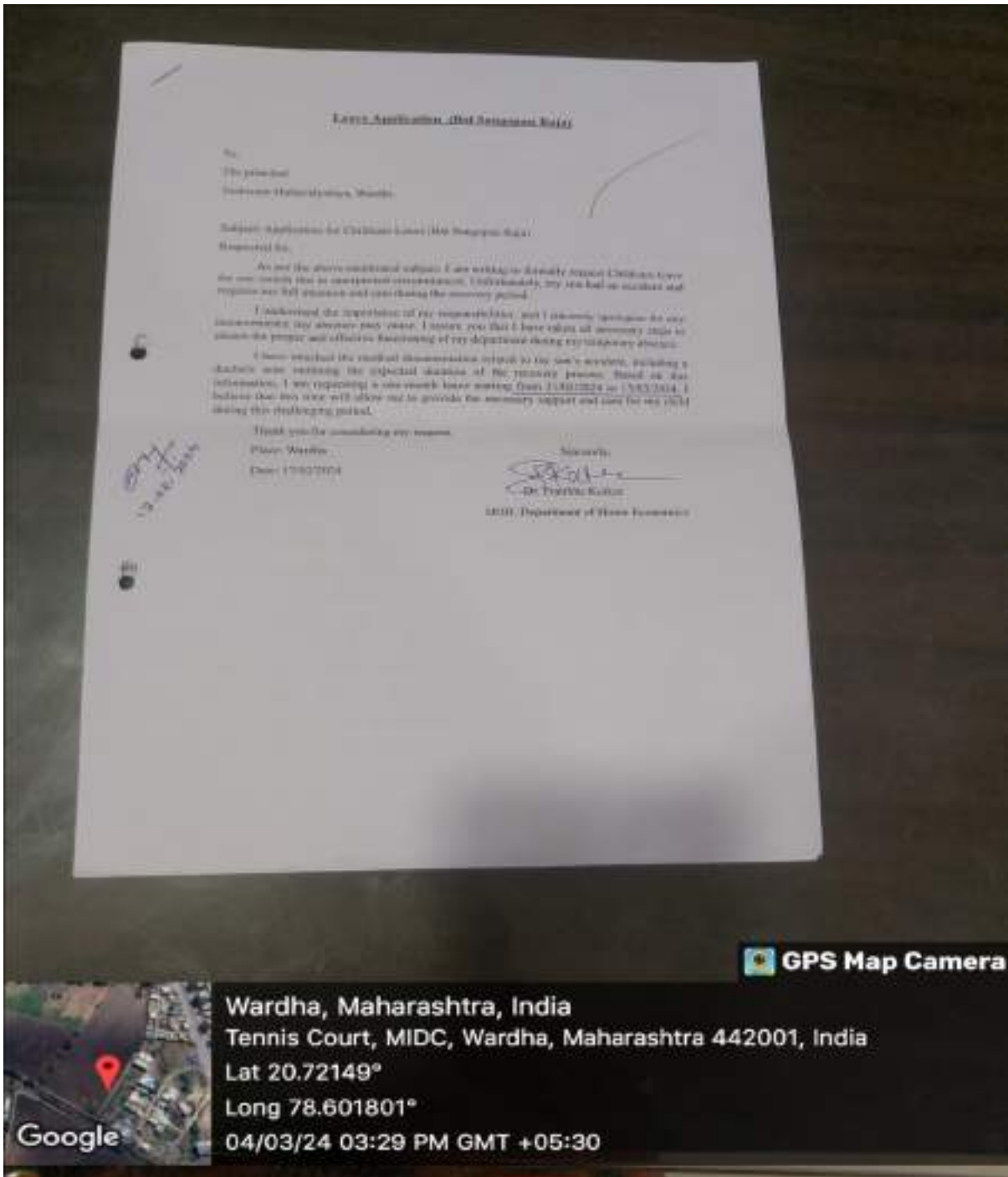


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