



SRI KRISHNA DUTT ACADEMY
Recognized by NCTE & Affiliated to University of Lucknow

**GRIEVANCE
REDRESSAL CELL**



SRI KRISHNA DUTT ACADEMY

Recognized by NCTE & Affiliated to University of Lucknow

2D/HS-1, Vrindavan Yojna, Raibareilly Road, Lucknow, Ph. : 2443963, 708011596

Grievance & Redressal Mechanism for Students, Staff & Faculty

1. Background

- This policy has been formulated in accordance with the provisions outlined in the "University Grants Commission Grievance Redressal Regulations, 2012" of India (hereinafter referred to as "the Act") and University of Lucknow, Parent University
- Accordingly, while this policy addresses all significant aspects delineated in the Act, any further elucidation shall defer to the Act itself, and its provisions shall hold precedence.

2. Purpose

Sri Krishna Dutt Academy is committed to developing and maintaining an effective, timely, fair and equitable grievance handling system for its students, which is easily accessible and offered to complainants at no charge.

3. Aim

The aim of these rules is,

- To develop a culture of understanding, addressing and providing quick redress to grievances and take steps to prevent recurrence of such incidents;
- To set in place a grievance handling system that is student focused;
- To ensure that grievances are resolved promptly, objectively and with sensitivity and in complete confidentiality;
- To ensure that the views of each complainant and respondent are respected and that any party to a grievance is neither discriminated against nor victimized and;
- To ensure that there is a consistent response to grievances

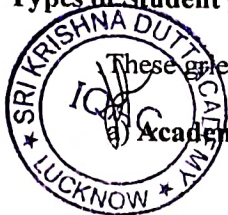
4. Scope and Applicability

- These Regulations shall cover any kind of grievance that students of the college and faculty/ staff may face during their duration in the college.
- A 'Student' for the purpose of these regulations shall mean a student enrolled for a full-time program in the college.

5. Types of grievance

Types of Student grievance

These grievances can be categorized as follows:



Academic Grievances: Concerns related to academic matters such as teaching quality, curriculum,

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evaluation methods, and grading.

b) **Faculty-related Grievances:** Issues concerning faculty behavior, communication, availability, or competence.

c) **Examination-related Grievances:** Complaints regarding exam scheduling, conduct, evaluation, or result declaration.

d) **Grievances related to Summer Internship & Placements:** Concerns about internship or placement opportunities, processes, or outcomes

e) **Grievances related to Amenities & Services:** Complaints regarding facilities, resources, or services provided by the college.

f) **Grievances related to Finance:** Concerns regarding fees, scholarships, financial aid, or billing.

g) **Grievances related to Student Conflicts:** Complaints arising from conflicts with other students, groups, or organizations within the college.

h) **Harassment Grievances:** Complaints of harassment by fellow students, faculty, or staff, including bullying, discrimination, or abuse. Shall be addressed under Women Cell

These categories encompass a wide range of potential grievances that students may encounter during their academic journey, and our institution is committed to addressing each one with diligence and fairness.

6. Procedure for Redressal of Grievance

6.1 Informal Resolution before an Issue Becomes a Formal Grievance

a) Students will be encouraged to address their concerns or problems directly with the individual(s) or department involved through personal discussions or counseling sessions.

b) If a student feels aggrieved, they should initially approach the respective Course Coordinator, who will make efforts to resolve the issue informally. If required, the Course Coordinator may seek guidance from the appropriate authority to facilitate resolution.

6.2 Grievance Handling and Resolution Mechanism

- **Suggestion/Complaint Box:** A suggestion/complaint box is installed in front of the Administrative Block where students can anonymously submit their grievances and suggestions for improving academics and administration in the college.
- **Direct Contact:** Students have the option to directly contact the Grievance Cell members or the Principal for immediate attention to their concerns. The contact details of the Grievance Cell members are displayed on notice boards across the campus.

Online Modes: Students can lodge grievances regarding the aforementioned matters through online modes by sending an email to cellgrievance@gmail.com. Additionally, Google Forms are circulated to all students via their WhatsApp groups to facilitate the submission of grievances.



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- **Orientation Program:** During the orientation program organized by the college, students are informed about college norms and discipline, including the Grievance-Redressal mechanism. They are educated about the process of submitting grievances through Google Forms and other online platforms.

7. Procedure and Stages in Grievance Handling

- The authority concerned will acknowledge receipt of the complaint and initiate the redressal process within two working days.
- If deemed necessary, the designated authority may allow the complainant an opportunity to formally present their case, providing relevant documents in support. The authority may also seek clarification from the complainant or request further material facts relevant to the matter. Such clarifications may be requested in writing, verbally, or through face-to-face interviews with the complainant.
- The authority concerned will endeavor to resolve the grievance within the next seven working days of receiving the formal grievance and convey the outcome or action taken to the complainant.
- If deemed necessary, the authority may investigate the matter through a designated sub-committee like Women Cell/ discipline cell/ anti-ragging cell to arrive at a decision. Preventive or corrective action will be taken within a reasonable time frame, and the complainant will be advised accordingly.
- If the complainant does not receive any response within the seven working days or is dissatisfied with the outcome of the complaint, they may prefer an appeal in writing to the Principal or the related Grievance Handling Authority concerned.
- The Principal will consult with the complainant and other relevant parties within ten working days of receiving the appeal. Whenever feasible, such consultations may occur through face-to-face discussions.
- Following the consultation, the Principal or the Authority concerned will take further steps to address the grievance and communicate the same to the complainant.

8. Confidentiality

- During all stages of the Grievance Handling and Resolution Procedure, the College will take all possible steps to ensure that the complainant and the respondent are not victimized or discriminated against
- Implementation of the procedure will be done without prejudice to either party.
- At all stages of this procedure, a full explanation (in writing for decisions and) of the actions taken as part of the process will be provided if so requested by the complainant or the respondent.
- While dealing with the issue, all possible confidentiality and privacy will be maintained and all records relating to such complaints will be treated as confidential.



- e) Records concerning grievances handled under this procedure and their outcomes shall be maintained for a period of one year.
- f) There will be no cost to the complainant for utilizing this grievance and appeal process.

PRINCIPAL

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**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI – 110 002**

NO. F 1-16/2007 (CPP-II)

April, 2009

**UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER
EDUCATIONAL INSTITUTIONS, 2009**

In exercise of the powers conferred by Clause (g) of Sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely -

1. Title, commencement and applicability:-

- 1.1. These regulations shall be called the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009”.
- 1.2. They shall come into force with immediate effect.
- 1.3. They shall apply to all the universities established or incorporated by or under a Central Act, a Provincial Act or a State Act, to all institutions deemed to be university under Section 3 of the UGC Act, 1956, to all other higher educational institutions, including the departments, constituent units and all the premises (academic, residential, sports, canteen, etc) of such universities, deemed universities and other higher educational institutions, whether located within the campus or outside, and to all means of transportation of students whether public or private.

2. Objective:-

To root out ragging in all its forms from universities, colleges and other educational institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. Definitions:- For the purposes of these Regulations:-

- 3.1. “college” means any institution, whether known as such or by any other name, which provides for a programme of study beyond 12 years of schooling for obtaining qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification.



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- 3.2. "Head of the institution" means the 'Vice-Chancellor' in case of a university/deemed to be university, 'Principal' in case of a college, 'Director' in case of an institute.
- 3.3. "institution" means a higher educational institution (HEI), like a university, a college, an institute, etc. imparting higher education beyond 12 years of schooling leading to a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
- 3.4. "Ragging" means the following:
Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.
- 3.5. "Statutory/Regulatory body" means a body so constituted by a Central/ State Government legislation for setting and 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.
- 3.6. "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, an institution deemed to be university under Section 3 of the UGC Act, 1956, or an institution specially empowered by an Act of Parliament to confer or grant degrees.

4. Punishable ingredients of Ragging:-

- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of decency and morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;
- Use of criminal force;
- Assault as well as sexual offences or unnatural offences;
- Extortion;
- Criminal trespass;
- Offences against property;
- Criminal intimidation;



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- Attempts to commit any or all of the above mentioned offences against the victim(s);
- Physical or psychological humiliation;
- All other offences following from the definition of "Ragging".

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

- 5.1 The institution shall strictly observe the provisions of the Act of the Central Government and the State Governments, if any, or if enacted, considering ragging as a cognizable offence under the law on a par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ST, and prohibiting ragging in all its forms in all institutions.
- 5.2 Ragging in all its forms shall be totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc) whether located within the campus or outside and in all means of transportation of students whether public or private.
- 5.3 The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.

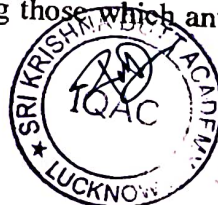
6 Measures for prevention of ragging at the institution level:-

6.1 Before admissions:-

- 6.1.1 The advertisement for admissions shall clearly mention that ragging is totally banned in the institution, and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately (for punishments, ref. section 8 below).
- 6.1.2 The brochure of admission/instruction booklet for candidates shall print in block letters these Regulations in full (including Annexures).
- 6.1.3 The 'Prospectus' and other admission related documents shall incorporate all directions of the Supreme Court and /or the Central or State Governments as applicable, so that the candidates and their parents/ guardians are sensitized in respect of the prohibition and consequences of ragging. If the institution is an affiliating university, it shall make it mandatory for the institutions under it to compulsorily incorporate such information in their 'Prospectus'.
- 6.1.4 The application form for admission/ enrolment shall have a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the applicant (English version given in Annexure I, Part I), to be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and to the effect that he/she has not been expelled and/or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.



- 6.1.5 The application form shall also contain a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the parent/ guardian (English version given in Annexure I, Part II), to be signed by the parent/ guardian of the applicant to the effect that he/ she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/ her ward in case the latter is found guilty of ragging and/or abetting ragging.
- 6.1.6 The application for admission shall be accompanied by a document in the form of the School Leaving Certificate/Transfer Certificate/ Migration Certificate/ Character Certificate which shall include a report on the behavioral pattern of the applicant, so that the institution can thereafter keep intense watch upon a student who has a negative entry in this regard.
- 6.1.7 A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure I (both Parts) along with his/ her application for hostel accommodation.
- 6.1.8 At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.
- 6.1.9 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, big posters (preferably multicolored with different colours for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
- 6.1.10 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.
- 6.1.11 The institution shall identify, properly illuminate and man all vulnerable locations.
- 6.1.12 The institution shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
- 6.1.13 The institution shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, leaflets, seminars, street plays, etc.
- 6.1.14 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 a clear sense of the main aims and objectives of the induction process.

6.2 On admission:-

- 6.2.1 Every fresh student admitted to the institution shall be given a printed leaflet detailing when and to whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committees, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc., so that the fresher need not look up to the seniors for help in such matters and get indebted to them and start doing things, right or wrong, at their behest. Such a step will reduce the freshers' dependence on their seniors.
- 6.2.2 The institution through the leaflet mentioned above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.
- 6.2.3 The leaflet mentioned above shall also inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
- 6.2.4 The leaflet mentioned above 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.
- 6.2.5 The institution shall also organize joint sensitization programmes of 'freshers' and seniors.
- 6.2.6 Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.

6.3 At the end of the academic year:-

- 6.3.1 At the end of every academic year the Vice-Chancellor/ Dean of Students Welfare/ Director/ Principal shall send a letter to the parents/ guardians of the students who are completing the first year informing them about the law regarding ragging and the punishments, and appealing to them to impress upon their wards to desist from indulging in ragging when they come back at the beginning of the next academic session.
- 6.3.2 At the end of every academic year the institution shall form a 'Mentoring Cell' consisting of Mentors for the succeeding academic year. There shall be as many levels or tiers of Mentors as



the number of batches in the institution, at the rate of 1 Mentor for 6 freshers and 1 Mentor of a higher level for 6 Mentors of the lower level.

6.4 Setting up of Committees and their functions:-

6.4.1 The Anti-Ragging Committee:- The Anti-Ragging Committee shall be headed by the Head of the institution and shall consist of representatives of faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the anti-ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.

6.4.2 The Anti-Ragging Squad:- The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the said Committee.

6.4.3 Monitoring Cell on Ragging:- If the institution is an affiliating university, it shall have a Monitoring Cell on Ragging to coordinate with the institutions affiliated to it by calling for reports from the Heads of such institutions regarding the activities of the Anti-Ragging Committees, Squads, and Mentoring Cells, regarding compliance with the instructions on conducting orientation programmes, counseling sessions, etc., and regarding the incidents of ragging, the problems faced by wardens and other officials, etc. This Cell shall also review the efforts made by such institutions to publicize anti-ragging measures, cross-verify the receipt of undertakings from candidates/students and their parents/guardians every year, and shall be the prime mover for initiating action by the university authorities to suitably amend the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti ragging measures at the level of the institution.

6.5 Other measures:-

6.5.1 The Annexures mentioned in sub-clauses 6.1.4, 6.1.5 and 6.1.7 of these Regulations shall be furnished at the beginning of each academic year by every student, that is, by freshers as well as seniors.

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- 6.5.2 The institution shall arrange for regular and periodic psychological counseling and orientation for students (for freshers separately, as well as jointly with seniors) by professional counselors during the first three months of the new academic year. This shall be done at the institution and department/ course levels. Parents and teachers shall also be involved in such sessions.
- 6.5.3 Apart from placing posters mentioned in sub-clause 6.1.9 above at strategic places, the institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, by holding counseling sessions, workshops, painting and design competitions among students and other methods as it deems fit.
- 6.5.4 If the institution has B.Ed. and other Teacher training programmes, these courses shall be mandated to provide for anti-ragging and the relevant human rights appreciation inputs, as well as topics on sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counseling approach.
- 6.5.5 Wardens shall be appointed as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline, as well as the softer skills of counseling and communicating with the youth outside the class-room situations. Wardens shall be accessible at all hours and shall be provided with mobile phones. The institution shall review and suitably enhance the powers and perquisites of Wardens and authorities involved in curbing the menace of ragging.
- 6.5.6 The security personnel posted in hostels shall be under the direct control of the Wardens and assessed by them.
- 6.5.7 Private commercially managed lodges and hostels shall be registered with the local police authorities, and this shall be done necessarily on the recommendation of the Head of the institution. Local police, local administration and the institutional authorities shall ensure vigil on incidents that may come within the definition of ragging and shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within the campus. Managements of such private hostels shall be responsible for not reporting cases of ragging in their premises.
- 6.5.8 The Head of the institution shall take immediate action on receipt of the recommendations of the Anti-Ragging Squad. He/ She shall also take action suo motto if the circumstances so warrant.
- 6.5.9 Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.
- 6.5.10 Anonymous random surveys shall be conducted across the 1st year batch of freshers every fortnight during the first three months of the academic year to verify and cross-check whether the campus is indeed free of ragging or not. The institution may design its own methodology of conducting such surveys.

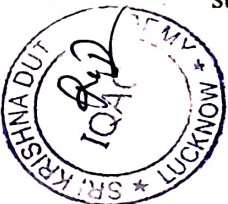


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- 6.5.11 The burden of proof shall lie on the perpetrator of ragging and not on the victim.
- 6.5.12 The institution shall file an FIR with the police / local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/ local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.
- 6.5.13 The Migration / Transfer Certificate issued to the student by the institution shall have an entry, apart from those relating to general conduct and behaviour, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.
- 6.5.14 Preventing or acting against ragging shall be the collective responsibility of all levels and sections of authorities or functionaries in the institution, including faculty, and not merely that of the specific body/ committee constituted for prevention of ragging.
- 6.5.15 The Heads of institutions other than universities shall submit weekly reports to the Vice-chancellor of the university the institution is affiliated to or recognized by, during the first three months of new academic year and thereafter each month on the status of compliance with anti-ragging measures. 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 Chancellor.
- 6.5.16 Access to mobile phones and public phones shall be unrestricted in hostels and campuses, except in class-rooms, seminar halls, library etc. where jammers shall be installed to restrict the use of mobile phones.

6.6 Measures for encouraging healthy interaction between freshers and seniors:-

- 6.6.1 The institution shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the freshers and senior students.
- 6.6.2 Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.
- 6.6.3 The institution shall enhance the student-faculty interaction by involving the students in all matters of the institution, except those relating to the actual processes of evaluation and of faculty appointments, so that the students shall feel that they are responsible partners in managing the



affairs of the institution and consequently the credit due to the institution for good work/ performance is due to them as well.

7. Measures at the UGC/ Statutory/ Regulatory body level:-

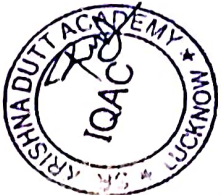
7.1 Regulatory measures:-

- 7.1.1 The UGC and other Statutory /Regulatory bodies shall make it mandatory for the institutions to compulsorily incorporate in their 'Prospectus' the directions of the Supreme Court and/or the Central or State Governments with regard to prohibition and consequences of ragging, and that non-compliance with the directives against ragging in any manner whatsoever shall be considered as lowering of academic standards by the erring institution making it liable for appropriate action.
- 7.1.2 The UGC (including NAAC and UGC Expert Committees visiting institutions for various purposes) and similar Committees of other Statutory/Regulatory bodies shall cross-verify that the institutions strictly comply with the requirement of getting the undertakings from the students and their parents/ guardians as envisaged under these Regulations.
- 7.1.3 The UGC and other funding bodies shall make it one of the conditions in the Utilization Certificate for sanctioning any financial assistance or aid to the institution under any of the general or special schemes that the institution has strictly complied with the anti-ragging measures and has a blemish-less record in terms of there being no incidents of ragging during the period pertaining to the Utilization Certificate.
- 7.1.4 The NAAC and other accrediting bodies shall factor in any incident of ragging in the institution while assessing the institution in different grades.

7.2 Incentives for curbing ragging:-

- 7.2.1 The UGC shall consider providing special/ additional annual financial grants-in-aid to those eligible institutions which report a blemish-less record in terms of there being no incidents of ragging.
- 7.2.2 The UGC shall also consider instituting another category of financial awards or incentives for those eligible institutions which take stringent action against those responsible for incidents of ragging.
- 7.2.3 The UGC shall lay down the necessary incentive for the post of Warden in order to attract the right type of eligible candidates, and motivate the incumbents.

7.3 Monitoring mechanism to ensure compliance:-



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Apart from the monitoring mechanism built in under different sub-clauses of these Regulations, there shall also be the following monitoring mechanism:

7.3.1 The UGC shall constitute an Inter-Council Committee for prevention of Ragging consisting of representatives of the AICTE, the IITs, the NITs, the IIMs, the MCI, the DCI, the NCI, the ICAR and such other bodies which have to deal with higher education to coordinate and monitor the anti-ragging movement across the country and to make certain policy decisions. The said Committee shall meet at least twice a year in the normal course.

7.3.2 The UGC shall also have 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 and university level Committees for effective implementation of anti-ragging measures.

8 Punishments:-

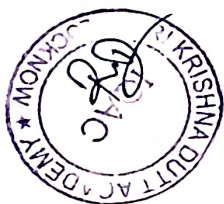
8.1 At the institution level:-

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

- 8.1.1 Suspension from attending classes and academic privileges
- 8.1.2 Withholding/ withdrawing scholarship/ fellowship and other benefits
- 8.1.3 Debarring from appearing in any test/ examination or other evaluation process
- 8.1.4 Withholding results
- 8.1.5 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- 8.1.6 Suspension/ expulsion from the hostel
- 8.1.7 Cancellation of admission
- 8.1.8 Rustication from the institution for period ranging from 1 to 4 semesters
- 8.1.9 Expulsion from the institution and consequent debarring from admission to any other institution for a specified period
- 8.1.10 Fine ranging between Rupees 25,000/- and Rupees 1 lakh
- 8.1.11 Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

8.2 At the university level in respect of institutions under it:-

If an institution under a university (being constituent of, affiliated to or recognized by it) fails to comply with any of the provisions of these Regulations



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and fails to curb ragging effectively, the university may impose any one or any combination of the following penalties on it:

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

8.3 At the appointing authority level:-

The authorities of the institution, particularly the Head of the institution, shall be responsible to ensure that no incident of ragging takes place in the institution. In case any incident of ragging takes place, the Head shall take prompt and appropriate action against the person(s) whose dereliction of duty lead to the incident. The authority designated to appoint the Head shall, in its turn, take prompt and appropriate action against the Head.

8.4 At the UGC/Statutory/Regulatory body level:-

If an institution fails to curb ragging, the UGC/Statutory/Regulatory body concerned may impose any one or any combination of the following penalties on it:

- 8.4.1 Delisting the institution from section 12B of the UGC Act or any similar provision in the Act of the Statutory/Regulatory body concerned
- 8.4.2 Withholding any grants allocated to it
- 8.4.3 Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the UGC/Statutory/ Regulatory body concerned
- 8.4.4 Declaring that the institution does not have the minimum academic standards and warning the potential candidates for admission accordingly through public notice and posting on the UGC Website/ Website of the Statutory/Regulatory body concerned.
- 8.4.5 Taking such other action within its powers as it may deem fit and impose such other penalties as provided till such time as the institution achieves the objective of curbing ragging.
- 8.4.6 Collaborating with one another to work out other possible deterrents.



SRI KRISHNA DUTT ACADEMY
(Recognized by NCTE and Affiliated to University of Lucknow)
Vrindavan Yojana, Lucknow

Anti-Ragging Cell

Introduction:

The anti-ragging committee was formed to stop the practice of ragging. We educate the students against the practice of ragging during the orientation programme. If they face any such incident they have to inform the college authorities. We have installed CCTV's at all the vital points across the campus.

Ragging is a criminal offense. Ragging is strictly prohibited by both State Govt. and Central Govt. Punishment for ragging will be as follows:

1. First Information Report (FIR)
2. Suspension/ Expulsion
3. Imprisonment up to two years and fine of Rs. 20,000/-
4. Dismissal from the college

Objectives:

- To prohibit, prevent and eliminate the act of ragging including any conduct by any student 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 undisciplined activities by any student.
- To monitor, direct and oversee the functions and performance of the Anti-Ragging Squads in prevention and curbing of ragging in the institution.

Responsibilities of the cell:

- To be vigilant at all hours all around the campus and other places vulnerable to incidents of or having the potential of ragging and shall be empowered to inspect such places.



Principal
SRI KRISHNA DUTT ACADEMY
2D/HS-1, Vrindavan Yojna
Raibareilly Road, Lucknow

- To make surprise checking in the college and other places vulnerable to incidents and having the potential for ragging.
- To conduct an on-the-spot enquiry into any incident of ragging referred to it by the faculty or student or parent or guardian, as the case may be; and the enquiry report along with recommendations shall be submitted to the Principal for action.
- To ensure the display of posters on Institutional and Departmental Notice Boards and other prominent designated places.
- To offer services of counseling and create awareness to the students regarding the rights as students.

Register your complaints

Please submit the form using the link <http://tinyurl.com/antiragging-cell>

- Helpline No.: +91- 9455866443

Co-ordinator

Copy To:

Notice Board
All Incharges
All committee members

Principal


SRI KRISHNA DUTT ACADEMY
2D/HS-1, Vindavan Yojna
Raibareilly Road, Lucknow





SRI KRISHNA DUTT ACADEMY

Recognized by NCTE & Affiliated to University of Lucknow

**ANTI-RAGGING
COMMITTEE**



SRI KRISHNA DUTT ACADEMY

Recognized by NCTE & Affiliated to University of Lucknow

2D/HS-1, Vrindavan Yojna, Raibareilly Road, Lucknow, Ph. : 2443963, 7080111596

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Copy To:

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~~Principal~~
SRI KRISHNA DUTT ACADEMY
2D/HS-1, Vrindavan, Yojna
Raibareilly, ~~Principal~~ Lucknow



SRI KRISHNA DUTT ACADEMY

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DISCIPLINE COMMITTEE



SRI KRISHNA DUTT ACADEMY

Recognized by NCTE & Affiliated to University of Lucknow

2D/HS-1, Vrindavan Yojna, Raibareilly Road, Lucknow, Ph. : 2443963, 7080111596

DISCIPLINE COMMITTEE

The college discipline committee is constituted to maintain discipline in the college. Education should bring in moral and ethical values among students. An educating institution should strive hard to inculcate core human values in the process of learning.

OBJECTIVES

- To frame policies to maintain discipline in the college premises.
- To maintain and enforce strict discipline within the college campus. In order to ensure calm and peaceful academic atmosphere in the campus.
- To solve student related problems and create a healthy environment in the campus.
- To make the student aware about the discipline rules and regulations and to successfully enforce them.
- To take disciplinary action against any misconduct.

RULES AND REGULATIONS FOR THE STUDENTS:

1. All the students should wear their college uniform and ID Cards while they are in the college campus.
2. During lecture and practical hours' students must be seated in the classroom or laboratories only. No student should be seen in the parking area, canteen or any other place in the campus.
3. To ensure that all the students attend classes and prevent them from leaving the college early without prior permission from the concerned authorities.
4. To avoid physical or verbal confrontation among students.
5. To enforce total prohibition of cell phone usage by the students during the college hours.
6. To monitor the movement of the students in the college and prevent students loitering around in the corridors during college hours.
7. To create a no smoking, no tobacco, no alcohol zone in the college campus.
8. To maintain proper discipline in the college canteen and student waiting room during the college hours.
9. In case of any misbehavior or violation of the college rules, the ID cards of the students will be kept with the Disciplinary Committee Members till the enquiry is over.
10. To assist the college anti-ragging committee in preventing ragging in the College.



Principal
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2D/HS-1, Vrindavan Yojna
Raibareilly Road, Lucknow

POLICY FOR DISCIPLINE MONITORING COMMITTEE

The main function of the Discipline Monitoring Committee is to oversee the implementation and the practice of the code of conduct for the students and ensure adherence to rules and regulations that govern the management and administration of the College. The committee will initiate the following disciplinary action on the members to ensure the well-being of all the stakeholders.

PUNISHMENT AND PENALTIES: Step by step procedure is followed when a student is found to have violated the rules and regulations.

Verbal Warning: Verbal warnings are given based on the behaviour of the student.

Written Warning: A written letter of warning is issued resulting from a student's misconduct.

Confiscation: Goods used or possessed in violation of college regulations are confiscated.

Restriction of Privileges - Restriction of privileges means the denial or restriction of specified privileges, including, but not limited to, access to student facilities, placement programs, college events for a defined period of time.

Suspension: Suspension is a sanction that terminates the student's enrolment at the College campus for a specified period of time.

Rusticate: Rustication is a sanction which permanently separates a student from the college campus without opportunity to re-enroll in the future.

Co-ordinator

Copy to:

1. All concerned members
2. Notice Board
3. File



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Raibareilly Road, Raibareilly



SRI KRISHNA DUTT ACADEMY

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WOMEN CELL



SRI KRISHNA DUTT ACADEMY

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2D/HS-1, Vrindavan Yojna, Raibareilly Road, Lucknow, Ph. : 2443963, 7080111596

Women Cell

Women cell was established in Sri Krishna Dutt Academy on 9 May-2018. The coordinator of women cell is Ms. Madhu Rani Chawla.

The cell has both the faculty and students of the college as its members and works with an aim to create a gender sensitized community within campus as well as in the society.

Women cell aims at empowering and orienting women to recognize their true potential and to help them attain their own stand in a competing world.

Objectives

- To create a safe and conducive environment in the college.
- To realize role of women in building up of a healthy society.
- Helping female students live a balanced life where they neither lurk into depression nor take the adobe of aggressions.
- To increase awareness of women related social issues, health, employment and gender related matters.
- To stress upon the development of women in every sphere.
- To foster decision making ability.
- To organize events and activities for women empowerment.
- To enhance self-esteem and self confidence among woman students and staff.
- To create an environment that will help women realize their full potential and give their best.

Vision

To empower women in all spheres of life enabling them to become agents of social and economic change and inculcating ethical values for the battlement of self, family and society.

Mission

- To train women to acquire wide range of skill and knowledge, to develop and increase their social, economic and intellectual capacities for peace, security and prosperity of mankind.
- Eliminating deep rooted beliefs of gender bias and discrimination.
- Spreading awareness among the student about the social, legal and constitutional rights of women in order to prevent the exploitation based on gender.
- To encourage females students to be self-reliant and economically independent.
- Creating awareness about the need of gender equality.
- To instill positive self-esteem and confidence in the female students so that they can take the right decision in for their lives.



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