

MAHATMA GANDHI UNIVERSITY  
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No. /Acad/2015

Date : 13-09-2016

To  
All the Principals  
University Campus Colleges  
Government and Affiliated Colleges under  
Mahatma Gandhi University Jurisdiction

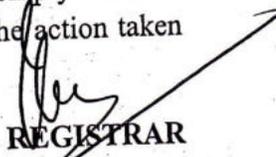
Sir/Madam,

Sub: MGU-Anti-Ragging measures to be initiated by all Educational Institutions  
affiliated to the University –Reg.

The University through the letter cited has requested the Principals of all the colleges under the jurisdiction of the University to initiate measures to curb the menace of ragging in the college campus as well as college hostels as per the regulations of UGC, the AICTE and Anti Ragging Policy of Mahatma Gandhi University. The letter cited is available on the University website [www.mguniversity.ac.in](http://www.mguniversity.ac.in).

In terms of the Anti Ragging Policy of Mahatma Gandhi University, every institution shall constitute Anti Ragging Committee and Anti Ragging Squads to prevent the incidents of ragging in the college premises and hostels. The composition and functions of both the committees is enclosed herewith for your ready reference. These committees shall meet regularly to review the situation and send the feedback/action taken reports to the undersigned.

In view of the above, all the Principals are once again requested to comply with the Anti Ragging Policy of Mahatma Gandhi University scrupulously and send the action taken report to the undersigned every fortnightly.

  
REGISTRAR

Encl : As above

1. PS to VC
2. PA to Registrar

Telephone numbers of the Principals, Vice-Principals, Heads of Departments, Senior Faculty/Administrative officers, and Wardens, to be provided in a hand book handed over to the every new entrant with the advice that they should not hesitate in reporting all incidents of ragging through these numbers even anonymously with the circumstances warrant, so that immediate measures can be taken by them.

### **ANTI RAGGING COMMITTEE:**

It is a body at Institutional level to establish measures for Prohibiting, Preventing and Punishing Activities Regulations, Supreme Court Directives and State Act. It is responsible for taking action against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

### **Composition of Anti Ragging Committee :**

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, A social activist of 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 and social dimensions to provide equal opportunity and also to avoid any latent caste and gender conflict that could take the ugly form of ragging.

No.	Name of the Staff	Position	Designation	Telephone
1		Chairman	Principal	
2		Vice-Chairman	Vice-Principal	
3		Coordinator	Student Advisor	
4		Member	Assistant Registrar	
5		Member	Librarian	
6		Member	Physical Director	
7		Member	Warden	
8		Member	Placement Officer	
9		Member	NSS Program Officer	
10		Member	Heads of the Dept.	
11		Member	Parent of Fresher	
12		Member	Parent of Senior	
13		Member	Student (Fresher)	
14		Member	Student (Senior)	

15		Member	Station House Officer	
16		Member	Mandal Revenue Officer	
17		Member	Social Activist	

### **FUNCTIONS OF ANTI RAGGING COMMITTEE :**

It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations and any law for the time being in force concerning ragging and to deal and act promptly with the incidents of ragging brought to its notice.

The Anti-Ragging Committee should keep tabs on the happenings / events related to Ragging in the Campus of Off-Campus within the hostels and other designated places in the premises. To ensure 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.

To monitor, direct and oversee the functions and performance of the Anti-Ragging Squads in prevention and curbing of ragging in the institution.

### **ANTI-RAGGING SQUADS :**

Every institution shall also constitute at least 4-6 smaller bodies to be known as the Anti-Ragging Squads 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. It is to ensure that the Anti-Ragging Squads shall have only the representation of various members of the campus community and shall have no outside representation.

### **Composition of the Anti-Ragging Squads :**

The Anti Ragging Squads of the College to be nominated by the Head of the Institution under the Chairmanship/Convener ship of the Head of the Departments or any one of the Senior Faculty Members supported by a faculty preferably holding some administrative assignment such as Warden, Placement Officer, NSS Program Officer, In-Charge of Examinations, Library, Purchases, Alumni Association, Academic Coordinators. Non Teaching Staff and Senior Student Volunteers as members of the Squads help the Chairman/convener of the squad enforce the measures to prevent ragging. Each squad will have at least have 4 members including the convener and are defined with certain specific functions and assigned possible prone areas such as Canteen, Sports Lounge /Gardens, Library, Bus stops, college and Hostel premises in curbing the menace of ragging in the campus and outside the campus.

### **Functions and Duties of the Anti Ragging Squads :**

1. To be vigilant at all hours including at odd hours all around the Campus and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
2. Conduct anonymous random surveys among fresher's to check whether the Campus is indeed free from ragging.
3. To conduct an on-the-spot enquiry into any incident of ragging referred to ti by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be, and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1 of UGC.
4. To ensure the display of posters/tabs on Main and Department Notice Boards and Other places such as Canteen, Library, Sports Lounge, Gymnasium, Bus stops and other prominent designated places.
5. Also to monitor the welfare of fresh students outside the campus.
6. Any other activity the Anti Ragging Committee might delegate to the Squad.

Hostel Level Squad consists of student volunteers from all categories of social dimensions within the particular hostel.

- a. It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels and to be vigilant at all hours.
- b. Occasional dining with the boarders in the hostels to instill confidence among the newcomers.
- c. Make sure that no person who is not studying in the given educational institution shall be allowed to enter any hostel of boys or girls attached to the concerned institution.

### **Mentoring and Counselling Cell :**

Every institution shall, constitute a Mentoring and Counselling Cell to be headed by the Student Advisor and to be the part of Office of the Student Affairs of the College. It needs To plan a program of activities for ensuing academic year at the end of each academic year, in order to promote the objectives of these Regulations for curbing the Menace of Ragging and also to instill the confidence among freshers and students to ensure the practice of human values, rights and dignity.