	MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE		
	SOP FOR ANTIRAGGING		
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Objective: To elaborate the procedure for Anti-ragging

Responsibility:

- Anti-ragging committee of MITS
- Anti-ragging Cell
- Anti-ragging squad
- Mentoring Cell
- Departmental Anti-ragging committee

Procedure:

POLICY ON ANTIRAGGING

1. PURPOSE

MITS Institute and its residence facilities have zero tolerance for ragging and proud to state that they are ragging free. While taking the admission, Students are informed to follow the act and ensure a ragging free campus through booklet/brochures.




To ensure compliance as per the UGC Regulations on curbing menace of ragging in higher educational institutions, 2009, the Anti-Ragging Committee is nominated and headed by the Head of the institution and comprises of representatives as prescribed by the UGC Regulations, including civil and police administration, local media, Non-Government Organizations involved in youth activities and representatives from the institute.


2. SCOPE

The Anti-Ragging Policy will clearly inform and educate all stakeholders in the system about the statutory provisions and the merits of the policy. A ragging free campus would assure students and their parents a safe environment.

3. DEFINITION OF ACT OF RAGGING

According to the Hon'ble Supreme Court of India Ragging constitutes one or more of any of the following acts which may cause or is likely to cause physical or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student:

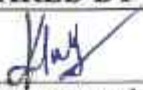
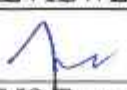

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- a. Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.
- b. 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.
- c. Indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- d. 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.
- e. Any act by a senior student that prevents, disrupts, or disturbs the regular academic activity of any other student or a fresher.
- f. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- g. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- h. 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.
- i. 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.
- j. 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.

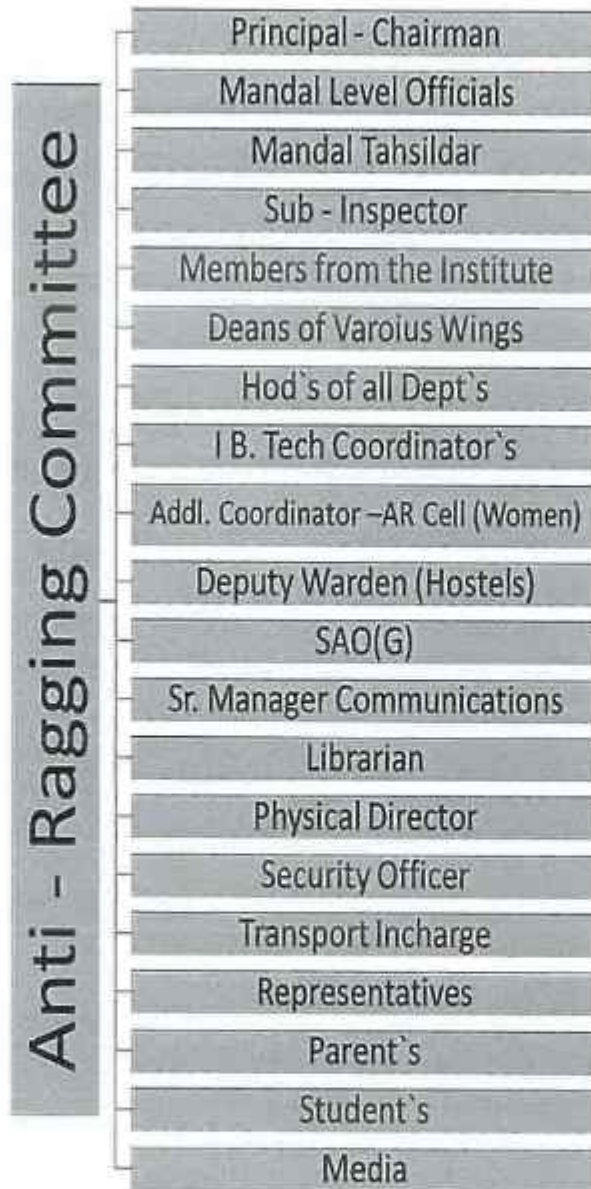
4. COMPOSITION OF ANTI-RAGGING COMMITTEE

Government/University Grants Commission (UGC), guidelines notified vide no.F.1-16/2009 (CPP-II) dated 21-10-2009 on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (Under Section 26(1) (g) of the University Grants Commission Act, 1956) are strictly implemented at MITS.

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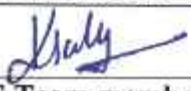
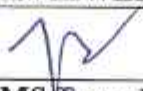

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The structure of anti-ragging committee shall be;



Roles and Responsibilities of Anti Ragging Committee:

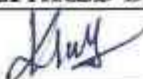


To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension


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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 MITS, by prohibiting it under UGC Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in UGC Regulations and the appropriate law in force, the following activities and measures have taken.



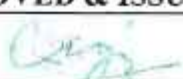
- a. The Regulations and directions of the Supreme Court have been printed in the brochure of admission and instruction booklet for candidates. Anti-ragging undertaking by students and parents/guardians (Affidavit) made compulsory at the time of admission of the student.
- b. Freshers' college timings with seniors' college timings were made different in the institute which ensure that seniors' access to freshers' is strictly avoided.
- c. MITS traditionally conducting a three-week induction programme to the freshers' and in the program aware the students detailing when and 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 committee, relevant district, and police authorities), addresses and telephone numbers of such persons/authorities, etc.
- d. Through the information booklet, MITS representative will explain to the new entrants about the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.
- e. The information booklet guides the freshers about their rights as Bonafede students 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.
- f. To make the community at large and the students aware of the dehumanizing effect of ragging, and the approach of the institution


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towards those indulging in ragging, big size (8 feet X 10 Feet) coloured posters for the provisions of law, punishments, etc. were displayed as permanent nature in certain vulnerable places. 100 numbers 30x48 inches coloured posters with steel frame are fixed to the walls inside the institute at corridors, water spots, near to the toilets, Labs, canteens, hostels, and certain vulnerable places. 250 numbers 18x24 inches coloured stickers were stick to the walls and notice boards inside the institute and outside to the institute, private hostels, private hotels in Angallu and Madanapalle.

- g. MITS constituted Anti-Ragging committee and Anti-Ragging CELL in the beginning of the academic year, which includes Institute Principal, Mandal Tahsildar, Sub-Inspector of Police, Local Media Representative, Vice-Principals, Deans, all department Heads, I B.Tech Coordinators, Deputy Warden, Senior Manager – Communication (PRO), SAO – General Administration, SAO – Academics & Planning, Physical Director, Student Welfare Officer, Librarian, Chief Security Officer, Transport In-charge, Parent-Representatives, Student-Representatives. The committee will monitor periodically the issues and progress.
- h. The Anti-Ragging CELL includes Chief Coordinator, Coordinators, and Coordinator for female students. The Cell monitors the Anti-ragging squad vigilances and collect the reports from the squad, pursue the issues of students through the student informers.
- i. All the issues and grievances will be resolved with the Anti-Ragging CELL under the leadership of Principal.
- j. Anti-Ragging squad teams will visit and made surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging and have been empowered to inspect such places.
- k. The special monitoring committees monitor the students in corridors, classrooms, canteen, hostels playground, Library, bus stops and all vulnerable places, in and around the campus carefully to eliminate ragging inside the campus. MITS tightened security to the vulnerable places. Security personal also in the vigilance team.
- l. If the Anti-Ragging Squad found any incidents of Ragging, the squad members will conduct an on-the-spot fair and transparent enquiry for

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the principles of natural justice and the enquiry report along with recommendations will be submitted to the Anti-Ragging Committee for action. The committee will see the intensity of the case under the leadership of the Principal, punishments will be initiated for those found guilty of ragging at the institution level as per the Supreme Court guidelines. If the intensity of the case is at a higher level the case will be transferred to the police and MITS will cooperate to the police in investigation for the natural justice.

- m. MITS Anti-Ragging cell is conducting awareness programs to the freshers' and senior students on Anti-Ragging with the help of media representatives, Revenue Department Representatives, Police Department officials, Judicial Department officials.

5. COMPOSITION OF ANTI-RAGGING SQUAD

The structure of anti-ragging squad shall be;

1. Anti-Ragging Committee
2. Chief Coordinator of Anti-Ragging Cell
3. Coordinator & Addl. Coordinators of Anti-Ragging Cell
4. HoDs of all the departments
5. All Faculty members




Roles and Responsibilities of Anti-Ragging Squad


- a. To make surprise raids on hostels and other places vulnerable to incidents of ragging.
- b. To conduct on the spot enquiry of any suspected incident of ragging.
- c. C. If any ragging incidents are found, the same shall be reported to the anti-ragging cell for further enquiry.

6. PUNISHMENT RENDERED FOR ACT OF RAGGING

Depending upon the nature and gravity of the offense 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:

- a. Cancellation of admission
- b. Suspension from attending classes.
- c. Withholding/withdrawing scholarship/fellowship and other benefits.

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- d. Debarring from appearing in any test/examination or other evaluation process
- e. Withholding results.
- f. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- g. Suspension/expulsion from the hostel.
- h. Rustication from the institution for period ranging from 1 to 8 semesters.
- i. Expulsion from the institution and consequent debarring from admission to any other institution.
- j. Collective punishment: When the persons committing or abetting the crime of Ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential ragers.

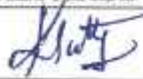
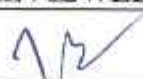

7. PREVENTIVE MEASURES TO MAKE MITS RAGGING FREE CAMPUS


- a. Display of posters in the vulnerable areas of campus, Hostel, Canteen, Library etc. showcasing anti-ragging laws and ragging consequences along with the helpline number.
- b. Conduct awareness programs to students on Ragging consequences and Anti-ragging laws delivered by lawyers, Law enforcement officials (Police), NGO etc.
- c. Enforcing strict anti-ragging laws in the campus through vigilance by Anti-Ragging Squad constituting of faculty members with the help of Hostel warden.
- d. The Anti-Ragging Squad visits the Canteen, Hostel, Transport vehicles, Parking areas, Library etc., to ensure avoidance of any untoward ragging incidents.
- e. Promote healthy interaction between senior and junior students through various co-curricular and extra-curricular activities.
- f. Usage of CCTV footage to identify the miscreants.
- g. To extend counselling facility for the student.

STANDARD OPERATING PROCEDURE (SOP) FOR ANTI RAGGING COMMITTEE AND SQUAD

The Anti-Raging Committee functions in four dimensions as per the SOP:

1. Measures for Prevention of Ragging
2. Role and Responsibilities of Members

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3. Monitoring Mechanism

4. Actions against Students for Indulging/ Abetting Ragging

1. MEASURES FOR PREVENTION OF RAGGING

Anti-Ragging Committee with the assistance of anti-ragging squad shall,




1.1 Create Awareness on Prevention of Ragging:


- a. Incorporate the directions issued by the Supreme Court/Affiliating University/Central Government/State Government related to ragging in admission related documents.
- b. Release the circular mentioning that ragging is totally banned in the institute premises and anyone found guilty of ragging and/or abetting ragging is liable to be punished.
- c. Display posters/ banners depicting dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging on all Notice Boards, hostels and other buildings as well as at vulnerable places.
- d. Mentor student representatives to promote right attitude towards solving problems/difficulties related to ragging if any faced by the fresher's in the Institution by involving them in different activities (NSS etc.) and thereby extend hand holding.
- e. Organize Anti Ragging awareness programs for students.

1.2 Insist students to comply anti-ragging affidavit by registering online through <https://www.antiragging.in>

1.3 Ensure that first year and senior students be lodged in separate Hostel Blocks. Make routine and surprise visits to ensure there are no incident of ragging in the campus

1.4 Organize awareness programs on anti-ragging laws and Ragging consequences for students deliberated by law-enforcement officials (Police), Lawyers, NGO workers etc., promotes efficient and effective means of familiarizing support system in the Institute.

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1.5 Make students aware that mobile phones and other communication devices are permitted in residential areas including hostels to provide access to the students particularly fresher, to reach out for help from Anti-Ragging Committee Members and the SQUAD.

1.6 Make sure that a display notices/circulars containing helpline number, and Email ID (of member convener): help-antiragg@MITS.org.in for reaching out to Anti-Ragging committee/ SQUAD for any assistance regarding Ragging issues.

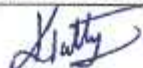
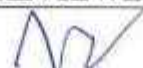

1.7 Make sure that, a display posters containing National helpline number 1800-180-5522, and Email ID helpline@antiragging.in for reaching out for any assistance regarding Ragging issues.


2. MONITORING MECHANISM To ensure ragging free campus, the Anti-Ragging Committee assisted by Anti-Ragging SQUAD along with other supporting systems such as electronic surveillance (CCTV) will be active 24 X 7. The students are facilitated with hassle free reporting mechanism regarding any untoward ragging incidents.

2.1 Anti-ragging Committee shall;

- a. Define the members of the anti-ragging squad.
- b. Brief the roles and responsibilities and the reporting mechanism of the squad.
- c. If a case is reported-
 - i. The member convener should host a meeting with the committee.
 - ii. Anti-Ragging Committee shall conduct an enquiry observing a fair and transparent procedure to provide natural justice after giving adequate opportunity to the student or students accused of ragging.
- d. If there are no cases
 - i. The committee will meet once in six months and approve the report of no cases observed.

2.2 Anti-Ragging Squad shall;

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- a. Make frequent & surprise visits to Canteen, Hostels, Mess, Parking bay, and other places vulnerable to ragging incidents.
- b. Schedule visits every day during break hours in college campus.
- c. Schedule surprise visits to hostels in morning and evening slots.
- d. Report to member convener after every visit.
- e. e. In case of any ragging incidents, produce the sufficient evidence to anti-ragging committee for further enquiry.

2.3 Reporting Mechanism for students:

Any student who is victim of Ragging shall report the incident by any of following systems for quick response.

- a. Reporting the incident to the helpline number orally or through text message (SMS) or email: help-antiragg@MITS.org.in
- b. Reporting the incident to members of the Anti-Ragging Committee Members/SQUAD/SWO through orally or written letters.
- c. Reporting the incident can also be done orally or by written letter to the office of Principal.
- d. In extreme cases a student can report to National helpline number 1800-180-5522, and Email ID helpline@antiragging.in for reaching out for any assistance regarding Ragging issues.

3. ACTIONS AGAINST STUDENTS FOR INDULGING/ ABETTING RAGGING
 MITS follows MITS Guidelines for Prevention and prohibition of Ragging in technical Institutions (<https://www.MITS-.org/grievance/anti>). Depending upon the nature and quantum of the offence of ragging, anyone, or any combination of following disciplinary actions shall be taken:

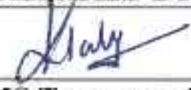
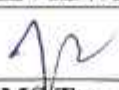

3.1 Suspension from attending classes/hostel.


3.2 Withholding/withdrawing scholarship/fellowship and other benefits.

3.3 Imposing Penalties

3.4 Debarring from appearing in any test/examination or other evaluation process.

3.5 Prevention form Training & Placement facilities

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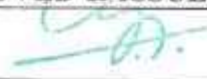
3.6 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.

3.7 Suspension/expulsion from the hostel

3.8 Rustication from the institution

3.9 Cancellation of admission

3.10 Expulsion from the institution and consequent debarring from admission to any other institution.

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