



# SAGE University, Bhopal

## Standard Operating Procedure



### Anti Ragging Committee

Name of Approval  
Authority:  
Signature:  
Date:

Vice Chancellor

[Signature]  
04/10/22

SOP No.: 35

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### Introduction

As per the directives of Honorable Supreme Court of India, ragging is an offense and it punishable with one-year of imprisonment. In order to create a safe and friendly environment to all the students in the campus, SAGE University Bhopal emphasize on creating awareness among students and monitoring to avoid ragging. The Anti-Ragging Committee 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.

### Definition

The abuse, humiliation, or harassment of junior or newly admitted students by the senior students, whether by word or by an act, which has the effect of teasing, treating or handling with rudeness. Also exploiting the students from completing academic tasks and financial extortion, act of physical abuse, including all its variants sexual abuse, homosexual assaults, and stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health of a person.

### Objective

- To consider the complaints received from the students and conduct due fact finding and submit an unbiased report to the Anti- Ragging Committee, with punitive measures recommended for the offenders, as deemed appropriate.
- To oversee the procedure of obtaining undertaking from the students, in accordance with the provisions and stipulated guidelines.
- To conduct programs such as role play, awareness shows, video shows prohibiting ragging and orient the students towards the universal concept of zero tolerance for ragging.
- To provide students about the contact details of the person(s) identified to receive complaints/distress calls.
- To offer counseling services and create awareness among the students.



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### Constitution of Anti Ragging Committee

Constitutions should be as per UGC/Statutory bodies' guidelines which will be as follows

- Structure of an anti-ragging committee
  - a) Chairman (Head of Institutions)
  - b) Representatives of Civil and Police administration
  - c) Representatives of Local Media
  - d) Representatives of Non Government Organization
  - e) Representatives of faculty members
  - f) Representatives of Parents
  - g) Representatives of Students belonging to the freshers' as well as senior
  - h) Non-teaching staff
  - i) Members (Minimum 4 members) including the wardens of girls and boys hostel.
- The committee will monitor ragging incidents in the University campus, canteen, buses, mess area and hostels.
- The committee will constitute two squads – one for boy's hostel containing male faculties and another for girls hostel containing female faculties.

### Roles and Responsibilities of Anti Ragging Committee

- To initiate preventive measures to make safe ragging free campus.
- To monitor and oversee the performance of anti-ragging squad in prevention of ragging in the institution.
- If any ragging cases are reported, the committee shall hear from every individual involved in the case and initiate the proper action.
- Conduct systematic and unbiased inquiry of every reported ragging incident using all possible evidences including CCTV footages.
- Prepare and submit a complete report including their remarks about the incident for further action to the Chairman of Anti-Ragging Committee for further action.

### Preventive Measures to Make Ragging Free Campus

- 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.
- Conduct awareness programs to students on Ragging consequences and Anti-ragging.
- Enforcing strict anti-ragging laws in the campus through vigilance by Anti-Ragging Squad constituting of senior faculty members with the help of Hostel warden.
- Promote healthy interaction between senior and junior students through various co curricular and extra-curricular activities.





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### Anti-Ragging Committee functions

- Measures for Prevention of Ragging
  - Incorporate the directions issued by the Supreme Court/Central Government/State Government related to ragging in admission related documents.
  - Release the circular citing that ragging is totally banned in the University Campus and anyone found guilty of ragging and/or abetting ragging is liable to be punished.
  - Display posters/ banners portraying dehumanizing effect of ragging, and the approach of the University towards those indulging in ragging on all Notice Boards, hostels and other buildings as well as at vulnerable places.
  - Organize Anti Ragging awareness programs for students.
- Instruct students and their parents to fill anti-ragging affidavit by registering online through AMAN Movement/ UGC using the link given below.  
Link for Anti-Ragging affidavit by Students and Parents:  
AMAN Movement  
<https://amanmovement.org/registration/public/amanmovement/Affidavit.php>  
UGC  
[https://www.antiragging.in/Site/Afidavits\\_Registration.aspx](https://www.antiragging.in/Site/Afidavits_Registration.aspx)
- 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
- Make sure that a display notices/circulars containing helpline number ..... and Email ID (of member convener) for reaching out to Anti-Ragging committee/ SQUAD for any assistance regarding Ragging issues.
- 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.
- Reporting Mechanism for students: Any student who is victim of Ragging shall report the incident by any of following systems for quick response
  - Reporting the incident to the helpline number or email.
  - Reporting the incident to members of the Anti-Ragging Committee Members
  - Reporting the incident can also be done orally or by written letter to the office of Coordinator Student affairs.
  - 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.



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### Actions against Students for Including/Assisting Ragging

Depending upon the nature and quantum of the offence of ragging, any one or any combination of following disciplinary actions shall be taken:

- Suspension from attending classes/hostel
- Withholding/withdrawing scholarship/fellowship and other benefits
- Imposing Penalties
- Debarring from appearing in any test/examination or other evaluation process
- Prevention from T & P facilities
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/expulsion from the hostel
- Rustication from the institution
- Cancellation of admission
- Expulsion from the institution and consequent debarring from admission to any other institution.