SRI BALAJI VIDYAPEETH (SBV)
(Deemed to be University)
U/S3 of UGC Act 1956
Puducherry-607402
ANTI –RAGGING COMMITTEE

STANDARD OPERATING PROTOCOL (SOP)

Version Number: SOP/IQAC Anti-Ragging	Date :19.12.2019	Prepared by IQAC

PURPOSE:

Sri Balaji Vidyapeeth (SBV) has zero tolerance toward ragging

1. Creating ragging free atmosphere in and outside the campus.

2. Creating awareness among students regarding acts and punitive measures pertaining to ragging activities.

3. Creating a cordial relation among students for fulfilling the mission and objectives of the organization.

SCOPE:

1.To uphold and comply with the directives of the Hon'ble Supreme Court of India and be vigilant on any act amounting to ragging and due sequelae.

2. To publicize widely students among the prevalent directives and the actions that could be initiated against those indulging in ragging.

3. 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.

4. To oversee the procedure of obtaining undertaking from the students, in accordance with the provisions and stipulated guidelines

5. 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.

6. To provide students the contact details of the person(s) identified to receive complaints/distress calls.

7. To offer counseling services and create awareness among the students.

8. To take all necessary measures for curbing the dreadful menace of ragging both within and outside the Campus.

RESPONSIBILITY:

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 dedicated Anti-Ragging Squad in curbing the menace of ragging in the institution.

Every institution/constituent colleges shall form 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 deemed necessary for maintaining vigil, oversight, patrolling and shall remain dynamic, alert and active **at all times**.

Anti-Ragging Squad would be deployed to make **surprise visits in sensitive areas**, including canteen, and other places that has the potential of prompting ragging and shall be empowered to inspect such places.

The Anti-Ragging Committee shall coordinate with the constituent colleges and institutions under the domain of SBV in order to achieve the objectives of these Regulations; and the committee shall call for **reports** from the Heads of institutions and Directors of the Centers with regard to the activities of the **Anti-Ragging Committees, Anti - Ragging Squads.**

STUDENT ROLE:

1. The students have to necessarily don the ID cards.

2. A movement Register for students will be maintained at the main gate of all hostels to record the details pertaining to the entry and exit.

ACCOUNTABILITY:

1. Confidence building measures namely appointment of counsellors, arrival of senior students and a week or two weeks following the arrival of the juniors ; joint sensitization programmes; joint orientation programme of 'freshers' and 'seniors' to be addressed by the Dean/principal; organization on large scale of cultural, sports and other activities; make provisions for faculty members to dine with the hostel residents in their respective hostels etc.

2. Anti-Ragging Committee and Anti - Ragging Squad at the level of the Institutions should be a monitored by a committee at the university level.

3. The wardens must be accessible at all hours and therefore it is imperative and mandatory that they, be available on telephone and other modes of communication. Similarly, the telephone numbers of the other important functionaries - Heads of institutions, faculty members, members of the anti-ragging committees, where ever relevant, should also be widely disseminated for the needy to get in touch or seek help in emergencies.

4. A copy of the prospectus distributed to each student at the beginning of each academic session for obtaining an undertaking not to indulge or abet ragging, shall contain the blueprint of prevention and methods of redressal.

5. It is ensured that each hostel would possess a full-time residential warden.

PROCEEDURES:

Online affidavits - Protocol

Why to do?

Steps:

1.As per the directives of the apex commission, UGC norms it is mandatory for every student and his/her parents to submit an anti-ragging affidavit during the time of admission.

2. All the relevant contact details of the students would be collected from the affidavits and documented accordingly as per the order of the Hon'ble Supreme Court of India.

How to do?

This is essentially a three-step procedure

Step 1: Need to Log on to www.ANTIRAGGING.in or www.AMANMOVEMENT.org. Click on the button called – Online affidavits.

Step 2: Fill in the information as desired and submit the completed form.

Step 3: On successful completion, you will receive affidavits, both for Students and Parents, through E mail.

Step 4: Need to create an email id before you log in. In case if your parents do not have an e mail/Mobile/ Landline Phone number you can give the details of those whom you trust. If you make a mistake while submitting the form you can start afresh and submit the information again. Providing correct details is the pre-requisite for effective redressal of complaints to the office of of the Dean/Principal/Director related to ragging for necessary filing of records and facilitate easy retrieval of the same.

Step 5.: Take a print out of the document and get it signed by the students and parents and submit the same.