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PROCTOR'S OFFICE
UNIVERSITY OF DELHI, DELHI-110007

GUIDELINES REGARDING DISCIPLINE AND ANTI-RAGGING

1. All matters relating to maintenance of discipline among students in the University/affiliated Colleges and Institutions/Departments/Faculties/Halls/Hostels will be governed by **Ordinance XV (B) and XV (C). Kindly refer Clause 3 - Ordinance XV (B)** which defines categorically the acts of gross indiscipline on the part of student.
2. Detailed rules of discipline and proper conduct of students shall be framed at local level by the Deans of Faculties/Heads of Departments/Principals/Provosts of Halls/Hostels of Residence/ Wardens of College Hostels. These rules are to supplement rather than substitute guidelines available from the University.
3. Full publicity should be given to the existing Ordinances XV (B), XV(C) of the University & **The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013) - website <http://wcd.nic.in/act/sexual-harassment-women-workplace-preventionprohibition-and-redressal-act-2013>** along with the local level rules and regulations to render a safe and secure environment to the students especially new comers .
4. **As identified in Clause 5, Ordinance XV(B) the Heads of Institutions "shall have the authority to exercise all such disciplinary powers" over students in their respective institutions. Further, they may identify a Disciplinary Resource Person (DRP) in each College/Hostel/Hall/Department/Faculty. The name, address and telephone number of the DRP should be immediately intimated to the Proctor's Office for record and reference. The DRP may directly liaison with the Proctor's Office of the University.**
5. **The Institutions may erect suitable hoardings/bill boards/banners in prominent places within the respective Campus to exhort the students to prevent or not to indulge in ragging. The names of the officials to be contacted and their telephone numbers to report any incidence of ragging should be clearly displayed on the notice board.**
6. Along with the DRP, senior teachers, NCC/NSS officers, if any, and senior students may be involved to form a Disciplinary Resource Committee (DRC)/Disciplinary Committee (DC) at the college/faculty/ department level.
7. The DRC/DC shall be expected to maintain law and order inside the college/department. The Committee shall facilitate the Process of induction of new entrants, election of new office bearers of union/association/society, organisation of functions and all related activities of the student community in their respective premises.
8. Vigilance squads may be constituted (in addition to the DRC/DC) taking help of NCC/NSS student volunteers wherever possible to keep constant vigil to avoid cases of indiscipline amongst students and any kind of untoward incident. Such squads may be specifically instructed to take timely action to prevent incidents of hooliganism, ragging, eve-teasing and any other undesirable event. The Vigilance squads should also be directed to take care of activities in and around the institutional premises including the cafeteria/canteen/ dhaba/student common rooms/visitors' room/play-grounds and other places where students are likely to organise any group activity. Special attention should be given and vigilance exercised day and night over hostels and mess associated to it.
9. **Sealed complaint boxes be placed in front of the Principal's Office, especially in those undergraduate colleges which have hostels, for the benefit of the potential victims of ragging to enable them to put their complaints/suggestions to College authorities. Officials in each college on whom the responsibility has been entrusted will look into those complaints and take prompt necessary action, as per University norms.**
10. The Vigilance squads and the DRC/DC must act in complete coordination because ultimately action with regard to any incident of indiscipline involving any student or group of students will be recommended by the DRC/DC and thereupon respective Head of Institution will initiate the disciplinary action.
11. Each student is expected to carry his/her own identity card. Entry to the institution should be strictly governed on the verification of the identity cards carried by students. To enforce such regulated entry, Security Guards and other associated staff may be engaged. Such security staff along with the Vigilance squads may organise, from time to time, some surprise raids on the premises of cafeteria/canteen/hostels/student union rooms/general common rooms/ parking lots etc.
12. The use of institutional premises beyond office hours and for specific purposes such as extra-mural activities should be allowed only with the prior approval of the institutional head. The use of institutional premises for any illegal/immoral/ undesirable purposes and activities will be strictly dealt with as per the disciplinary rules and guidelines in force. The caretaker of the building must be instructed to be alert and vigilant so as to prevent unauthorised and illegal use of institutional premises.
13. Extra-curricular activities, e.g. drama, debates, quizzes, etc. should be planned in such a way that the student community is kept engaged in constructive activities.

14. The system of personal consultant / mentor may be introduced in colleges and departments. All new entrants may be attached both individually and collectively in a group to specific faculty member who should devote a little time and energy for helping the students individually or collectively to overcome any emotional problems resulting from adjustment to new environment, staying away from home. Ideally speaking, a student of science discipline should be given a mentor belonging to other disciplines such as humanities or commerce and vice-versa. Such a system can be a very effective step towards development of confidence and personality in young students.
15. The institutional head is authorised to negotiate directly with external agencies like Police, DTC/Metro etc. The University will render help and support towards maintenance of atmosphere of peace and harmony among students. For example, the matters like instituting a police picket, getting a PCR van for patrolling around the institution, arranging U-specials etc. can be directly taken up with appropriate authorities by the College Principal/Head of the Institution.
16. Special care must be taken to avoid harassment of any student on the basis of caste, sex, religion etc. In this regard preventive actions are more important than punitive actions.
17. The Proctorial system in the University intends to maintain a federal character of the University. It is, therefore, as per our Ordinance that local level decision and actions with regard to matters of discipline may be taken with intimation to the University Proctor's Office. Any kind of help and support that is required from the Office of the University Proctor will be made available on request and on availability of timely information. Any "distress call" to take care of any emergency situation may be made directly to the Office of the Proctor and/or Joint Control Rooms located on both North and South Campus.
18. The telephone numbers of the Principal (Head of the Institution), the Teacher designate (Disciplinary Resource Person), Warden of the Hostel/Halls, University Proctor should be prominently displayed on the Notice-Boards of the College/Institute so that students can contact them freely in case of emergency.
19. **The UGC has recently formulated very strict guidelines to curb the menace of ragging which is available on their web site www.ugc.ac.in**
20. As per "UGC regulations on curbing the menace of ragging in higher educational Institutes, 2009", the Principal/Head/Provost/Warden shall during the first three months of an academic year, submit weekly report on the status of compliances with Anti-Ragging measures under these regulations and monthly report on such status thereafter. The report can be sent by email to proctor@du.ac.in
21. **The Ministry of Human Resource Development (MHRD), Government of India has also launched a 24x7 toll free anti-ragging helpline No. 1800-180-5522 and an e-mail facility at helpline@antiragging.in This information may please be given wide publicity.**
22. A Control Room, jointly manned by Delhi Police and the University Officials at Room No. 13, 1st Floor, Proctor's Office, Conference Centre Opposite Department of Botany, University of Delhi, Delhi-7, would function to deal with any untoward incident. Telephone Number of Joint Control Room in North Campus is 27667221. The Joint Control Room Telephone Number in South Delhi Campus is 24119832. It is, therefore, requested that Principals, Heads of the Departments and Provosts of Halls/Hostels, disseminate information to students and Hostel/Hall residents about the location and functioning of the Joint Control Rooms.
23. An Undertaking must be taken from all the students / hostel residents as well as his / her parents / guardian. In order to make the process easy, UGC has launched a web portal for online facility for undertakings. These undertakings can be filled-in from any of the below mentioned two websites:

<http://www.antiragging.in>
<http://www.amanmovement.org>
24. Anti-Ragging App designed by the University Grants Commission can be downloaded.
25. Himmat App ^{HIMMAT} can be downloaded from Delhi Police website.

Neel Sehgal
PROCTOR

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UNIVERSITY OF DELHI
DELHI-110007

ALL INDIA INSTITUTE OF AYURVEDA, NEW DELHI



5.1.5

The institution has a transparent mechanism for timely redressal of student grievances/ prevention of sexual harassment and prevention of ragging

E-Copy of attached documents

Sr No	Particular	Year	Page no
Copy of circular/ MOM activity report			
A	Anti-Ragging MOM	2022	01
		2022	02
		2022	03
		2022	04
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		2021	07
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		2021	09
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B	Grievance AIIA	2022	16
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2021	25		



अखिल भारतीय आयुर्वेद संस्थान

ALL INDIA INSTITUTE OF AYURVEDA (AIIA)
(आयुष मंत्रालय, भारत सरकार के अंतर्गत स्वायत्त संस्थान)
(An Autonomous Organization under the Ministry of AYUSH, Govt. of India)

Subject-Standard of Procedure of Anti-Ragging Committee

Details of Anti-Ragging Committee-

Name Of Committee Member	Designation	Contact No
Prof. Sujata Kadam	Dean (Academic) & Committee In charge	9818294577
Dr. Pankaj Kundal	Member	7291887810
Dr. Shekhar Uike	Member	9970447065

Standard Of Procedure-

1. Any case must be reported in written and forwarded by the concerned department HOD/ supervisor of the scholar with detail of complain within a week of incident.
2. The case will be discussed under chairmanship of committee in charge along with at least 50 % presence of committee members with physical / virtual presence of victim and accused personnel with their evidences.
3. The detailed report and minutes of proceedings of trial will be finalised and put forward for the further action to the director and the resolution of the issue as per the final decision of the competent authority maximum within a week.

Prof. Sujata Kadam
I/C Anti Ragging Committee

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CIRCULAR

Date -01/01/22

As per the direction of competent authority, the Anti-Ragging Committee meeting have been scheduled on **07/01/2022**, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- Anti Ragging Committee Quarterly Meeting

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

The circular released with permission & approval of competent authority.


Prof. Sujata Kadam
I/C Anti Ragging Committee

Copy to -

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- Copy To Dean PhD
- Copy To Dean Academic (P.G.)
- All HOD
- To All Concerned Member Of Committee

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Minutes of meeting

Date -07/01/2022

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

Agenda- Anti Ragging Committee Quarterly Meeting

The meeting held on 07/01/2022 at above fore said Venue & proposed Agenda. Following Respected Members of Anti-Ragging Committee have attended the meeting. The meeting has been chaired by Prof. Sujata Kadam. The agenda has been discussed among the committee members.

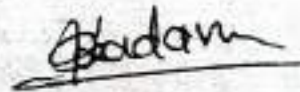
Conclusion- No Incidence of Ragging Were Reported till Date.

Signature of The Committee Members

Prof. Sujata Kadam- I/C Anti Ragging Committee

Dr Pankaj Kundal-Member

Dr Shekhar uike -Member



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CIRCULAR

Date -01/04/22

As per the direction of competent authority, the Anti-Ragging Committee meeting have been scheduled on 05/04/2022, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- Anti Ragging Sensitization to All PG & PhD scholars

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

The circular released with permission & approval of competent authority.

Prof. Sujata Kadam
I/C Anti Ragging Committee

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- To All Concerned Member Of Committee

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Minutes of meeting

Date -05/04/22

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

Agenda- Anti Ragging Sensitization to All PG & PhD scholars

The meeting held on 05/04/22 at above fore said Venue & proposed Agenda, Following Respected Members of Anti-Ragging Committee have attended the meeting. The meeting has been chaired by Prof. Sujata Kadam. The agenda has been discussed among the committee members.

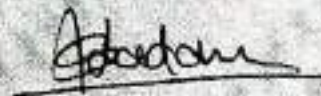
Conclusion- the chairmen of the anti-ragging committee (Prof. Sujata Kadam) will sensitize the issue to all PG & PhD scholars.

Signature of The Committee Members

Prof. Sujata Kadam- I/C Anti Ragging Committee

Dr Pankaj Kundal-Member

Dr Shekhar uike -Member



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CIRCULAR

Date - 04/02/21

As per the direction of competent authority of Anti-Ragging Committee meeting have been scheduled on 8 February 2021, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- SOP to resolve related issues.

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

The circular released with permission & approval of competent authority.

Prof. Sujata Kadam
I/C Anti Ragging Committee

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Minutes of meeting

Date -08/02/21

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

Agenda- SOP to resolve related issues.

The meeting held on 08/02/21 at above fore said Venue & proposed Agenda, Following Respected Members of Anti-Ragging Committee have attended the meeting. The meeting has been chaired by Prof. Sujata Kadam. The proposed agenda has been discussed among the committee members.

Conclusion- SOP Prepared And duly signed by the competent authority.

Signature of The Committee Members -

Prof. Sujata Kadam- I/C Anti Ragging Committee

Dr Pankaj Kundal-Member

Dr Shekhar uike -Member

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CIRCULAR

Date -02/04/21

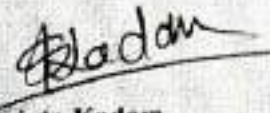
As per the direction of competent authority, Anti-Ragging Committee meeting have been scheduled on 05 April 2021, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- Anti Ragging Sensitization to All PG & PhD scholars

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

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Prof. Sujata Kadam

I/C Anti Ragging Committee

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Minutes of meeting

Date -05/04/21

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

Agenda- Anti Ragging Sensitization to All PG & PhD scholars

The meeting held on 05/04/21 at above fore said Venue & proposed Agenda, Following Respected Members of Anti-Ragging Committee have attended the meeting. The meeting has been chaired by Prof. Sujata Kadam. The agenda has been discussed among the committee members.

Conclusion- the chairmen of the anti-ragging committee will sensitize to the scholars in coming inter-departmental weekly seminar.

Signature of The Committee Members

Prof. Sujata Kadam- I/C Anti Ragging Committee

Dr. Pankaj Kundal-Member

Dr. Shekhar uike -Member

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CIRCULAR

Date -01/07/21

As per the direction of competent authority, the Anti-Ragging Committee meeting have been scheduled on **06/07/2021**, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- Anti Ragging awareness through social media.

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

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Prof. Sujata Kadam
I/C Anti Ragging Committee

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Minutes of meeting

Date -06/07/21

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

Agenda- Anti Ragging awareness through social media.

The meeting held on 06/07/21 at above fore said Venue & proposed Agenda, Following Respected Members of Anti-Ragging Committee have attended the meeting. The meeting has been chaired by Prof. Sujata Kadam. The agenda has been discussed among the committee members and scholars' representatives selected on voting mode among the nominations.

Conclusion- Anti Ragging Awareness Was Created Through Social Media on WhatsApp Group and PG Scholars Displayed Poster from Delhi University Anti-Ragging Guidelines. All PG scholars took actively participation in online awareness programme.

Signature of The Committee Members

Prof. Sujata Kadam- I/C Anti Ragging Committee

Dr Pankaj Kundal-Member

Dr Shekhar uike -Member

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CIRCULAR

Date -01/10/21

As per the direction of competent authority, the Anti-Ragging Committee meeting have been scheduled on **04/10/2021**, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- Anti Ragging Committee Quarterly Meeting

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

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Prof. Sujata Kadam
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Minutes of meeting

Date -04/10/2021

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 4.00pm

Agenda- Anti Ragging Sensitization to coming PG Aspirants.

The meeting held on 04/10/2021 at above fore said Venue & proposed Agenda, Following Respected Members of Anti-Ragging Committee have attended the meeting. The meeting has been chaired by Prof. Sujata Kadam, the agenda has been discussed among the committee members

Conclusion- The Newly Admitted Scholars will be sensitized in induction programme (Shishyopnayan Sanskar)

Signature of The Committee Members

Prof. Sujata Kadam- I/C Anti Ragging Committee
Dr Pankaj Kundal-Member
Dr Shekhar uike -Member

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रेगिंग

रेगिंग

का समर्थन न करें
लेकिन सूचित करें

रेगिंग मुक्त कैम्पस
हेतु हाथ मिलाएं

डिग्री रद्द करना

परिणाम रोककर रखना

निलम्बन

निष्कासन

बहिष्कार

बाधा डालना



आपराधिक अधिनियम के लिए अभियोजन

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- शिकायत लिखित रूप में महाविद्यालय की शिकायत केंद्र में उठाएं
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- ई-मेल करें: proctor@du.ac.in

help@anti-ragging.in
info@centre@du.ac.in

सम्पर्क करें

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2411 9832

1800-180-5522

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संयुक्त नियंत्रण कक्षा
(उत्तरी परिसर)

संयुक्त नियंत्रण कक्षा
(दक्षिण परिसर)

डू.बी.टी. एलटी-रेगिंग शिकायत दूरभाष
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(An Autonomous Organization under the Ministry of AYUSH, Govt. of India)

Subject-Standard of Procedure of Student Grievance Redressal Cell

Details of Student Grievance Redressal Cell members-

Name Of Committee Member	Designation	Contact No
Prof. Anand More	Committee In charge	9422025732
Dr. Rama Kant Yadav	Member	9412148437
Dr. Shalini Rai	Member	9389423843
Dr. Kamal Kumar	Member	9106878553

Standard Of Procedure-

- 1- Any case must be reported in written and forwarded by the concerned department HOD/ supervisor of the scholar with detail of complain within a week of incident.
- 2- The case will be discussed under chairmanship of committee in charge along with at least 50 % presence of committee members with physical / virtual presence of victim and accused personnel with their evidences.
- 3- the detailed report and minutes of proceedings of trial has been finalised and put forward for the further action to the director and the resolution of the issue as per the final decision of the competent authority maximum within a week.

Prof. Anand More
UC, Student Grievance Redressal Cell

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Prof. Anand More
I/C, Student Grievance Redressal Cell

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CIRCULAR

Date -03/01/22

As per the direction of competent authority, the student Grievance Redressal Committee meeting have been scheduled on 07/01/2022, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- Student Grievance Redressal Committee Quarterly Meeting

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 3.00pm

The circular released with permission & approval of competent authority.



Prof. Anand More
I/C, Grievance Redressal Committee

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- To All Concerned Member Of Committee

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CIRCULAR

Date -01/04/22


As per the direction of competent authority, the student Grievance Redressal Committee meeting have been scheduled on 04 April 2022, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- Student Grievance Redressal Committee Quarterly Meeting

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 3.00pm

The circular released with permission & approval of competent authority.


Prof. Anand More
I/C, Grievance Redressal Committee

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Minutes of meeting

Date -04/04/22

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi.

Time- 3.00pm

Agenda- Student Grievance Redressal Committee Function Sensitization to All PG & PhD scholars

The meeting held on 04/04/22 at above said Venue & Agenda. Following Respected Members of student Grievance Redressal Committee have attended the meeting. The meeting has been chaired by Prof. Anand More. The agenda has been discussed among the committee members.

Conclusion- 1- Student Grievance Redressal Committee Function Sensitization to All PG & PhD scholars done by Prof. Anand More.

2- No Any Case Has Been Reported till Date

Signature of The Committee Members

Prof. Anand More- Committee In-charge

Dr. Rama Kant Yadav- Member

Dr. Shalini Rai- Member

Dr. Kamal Kumar- Member

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Minutes of meeting

Date - 10/02/21

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 3.00pm

Agenda- SOP to resolve the related issues.

The meeting held on 10/02/21 at above said Venue & Agenda, Following Respected Members of student Grievance Redressal Committee have attended the meeting. The meeting has been chaired by Prof. Anand More. The agenda has been discussed among the committee members.

Conclusion- SOP will be prepared to Resolve the Issues.

Signature of The Committee Members -

Prof. Anand More- Committee In-charge

Dr. Rama Kanti Yadav- Member

Dr. Shalini Rai- Member

Dr. Kamal Kumar- Member

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Minutes of meeting

Date- 10/02/21

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 3.00pm

Agenda- SOP to resolve the related issues.

The meeting held on 10/02/21 at above said Venue & Agenda, Following Respected Members of student Grievance Redressal Committee have attended the meeting. The meeting has been chaired by Prof. Anand More. The agenda has been discussed among the committee members

Conclusion- SOP will be prepared to Resolve the Issues.

Signature of The Committee Members -

Prof. Anand More- Committee In-charge

Dr. Rama Kant Yadav- Member

Dr. Shalini Rai- Member

Dr. Kamal Kumar- Member

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CIRCULAR

Date -02/04/21

As per the direction of competent authority, the student Grievance Redressal Committee meeting have been scheduled on 07 April 2021, with following agenda of discussion. All the members of committee are Requested to assemble on time as per schedule given below.

Agenda- student Grievance Redressal Committee Sensitization to All PG & PhD scholars

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 3.00pm

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Prof. Anand More
I/C, Grievance Redressal Committee

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Minutes of meeting

Date -07/04/21

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 3.00pm

Agenda- Student Grievance Redressal Committee Sensitization to All PG & PhD scholars & web link and detail of grievance redressal committee display on AIIA website

The meeting held on 07/04/21 at above said Venue & Agenda, Following Respected Members of student Grievance Redressal Committee have attended the meeting. The meeting has been chaired by Prof. Anand More The agenda has been discussed among the committee members.

Conclusion- 1- Student Grievance Redressal Committee sensitization to all PG & PhD scholars done.

2- It will be conveyed to the website coordinator to create a weblink in this regard.

Signature of The Committee Members

Prof. Anand More- Committee In-charge

Dr. Rama Kant Yadav- Member

Dr. Shalini Rai- Member

Dr. Kamal Kumar- Member



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Minutes of meeting

Date -07/07/21

Venue- Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time- 3.00pm

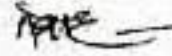
Agenda- Student Grievance Redressal Committee Quarterly Meeting

The meeting held on 07/07/21 at above said venue, Following Respected Members of student Grievance Redressal Committee have attended the meeting. The meeting has been chaired by Prof. Anand More. The agenda has been discussed among the committee members

Conclusion- no any case has been reported till date

Signature of The Committee Members

Prof. Anand More- Committee In-charge



Dr. Rama Kant Yadav- Member

Dr. Shalini Rai- Member

Dr. Kamal Kumar- Member

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Minutes of meeting

Date - 06/10/21

Venue - Yoga Hall Auditorium, First Floor, Academic Block, AIIA, New Delhi

Time - 3:00pm

Agenda - Student Grievance Redressal Committee Quarterly Meeting

The meeting held on 06/10/21 at above said venue. Following Respected Members of student Grievance Redressal Committee have attended the meeting. The meeting has been chaired by Prof. Anand More. The agenda has been discussed among the committee members.

Conclusion - No Any Case Has Been Reported till Date

Signature of The Committee Members

Prof. Anand More - Committee In-charge



Dr. Rama Kant Yadav - Member

Dr. Shalini Rai - Member

Dr. Kamal Kumar - Member

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