

5.1.4 (1) Implementation of Guidelines of Regulatory Bodies

1. Anti- Ragging Committee

2. Women Protection and Grievance Redressal Cell (WPGC)

3. Students' Redressal Grievance Cell



NRI INSTITUTE OF TECHNOLOGY

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Accredited : NAAC with "A", NBA (CSE, ECE & EEE)

Approved by AICTE, New Delhi & Permanently affiliated to JNTUK, Kakinada
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GUIDELINES & REGULATIONS FOR ANTI-RAGGING COMMITTEE

AS PER UGC Clauses 3, 7 and 9.1

OBJECTIVE:

In view of the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging including 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 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, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the All India Council for Technical Education,(AICTE) brings forth these Regulations.

CLAUSE 3

What constitutes Ragging? - Ragging constitutes one or more of any of the following acts:

- a. 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;
- b. 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;
- c. 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;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. 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;

h. 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 ;

i. 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.

CLAUSE 7

Action to be taken by the Head of the institution.- On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above-mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above-mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

Anti-ragging Committee:

Every institution University including Deemed to be University imparting technical education 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, 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 level as well as gender.

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 Anti-Ragging Squad in prevention of ragging in the institution.

CLAUSE 9.1

The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension/ expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for period ranging from one to four semesters.
 - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.
- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,

- i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;
- ii. in case of an order of a University, to its Chancellor.
- iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

NRI Institute of Technology abides by the rules and regulations formed by the respective authorities and implements the same in the campus from the day of its inception with zero tolerance for the utmost safety and security of the students.


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WOMEN'S GRIEVANCE REDRESSAL CELL

In perspective of the expanding number of young lady under graduates in the grounds, Women Grievance Redressal Cell is shaped to determine the ladies grievances in regards to gender discrimination and inappropriate behaviors protestations of its students and make every effort to guarantee that the young lady feels secure. The cell is responsible for looking into any complaints filed by students and staff about Woman Grievances at the college through personal contact or digital medium.

The functions of the cell are to purely safeguard the rights of female students, faculty and staff members of women and also to provide a platform for listening to complaints. The Cell tries to incorporate hygiene habits and ensure a healthy atmosphere in and around the college. It tries to equip them with the knowledge of their legal rights and redressal of their grievances.

The counseling cell processes oral and written complaints. Time to time the cell conducts seminars and lectures by specialists and eminent personalities to stop violence against women, sexual harassment at work and about health, hygiene etc.

1. Objective of the Women's Grievance Redressal Cell

- To resolve issues pertaining to girls/ women sexual harassment
- To equip the female students and faculty with knowledge of legal rights
- To safeguard the rights of female students and faculty members.
- To provide a platform for listening to complaints and redressal of grievances
- To incorporate hygiene habits and ensure a healthy atmosphere in and around the college
- The Principal will be the chairman of the Cell and may appoint members of the cell
- The Cell may form/review the guidelines/ policy for redressal of the grievance as required from time to time, which may be in accordance with those issued by Supreme Court and Government Agencies.

2. If you are being harassed, this is what you can do

Don't feel a sense of shame. Tell the harasser very clearly that you find his behavior offensive. Don't ignore the harassment in the hope that it will stop on its own. Come forward and complain. Talk to somebody you trust about the harassment. It will not only give you strength but also help others in similar situations to come forward and complain.

Keep a record of all incidence of harassment in a notebook. If you feel the need to register a formal complaint later, this record will be helpful.

Lodge a written complaint to the WPGC Cell either personally or to the email id nriwomenprotection@gmail.com or contact 8500488720

3. Grievance procedure

- Any women employee or female student will have the right to lodge a complaint concerning sexual harassment against the main student or the employee of the institute by writing a letter or putting the complaint in the principal office.
- The Complaint will be afforded full confidentiality at the stage.
- After receiving the complaint, the chairman shall convene the meeting of the cell.
- The investigation committee shall then decide the course of the action to proceed.
- The complaint will stand dropped if in accordance to the committee the complaint has not been able to disclose prima-facie an offence of sexual harassment by complainer/her representative.
- In case the investigation committee decides to proceed with complaint, the wishes of the complainer shall be ascertained and if the complainer wishes that a warning will suffice then alleged offender shall be called to the meeting of the committee, heard and if satisfied that a warning is just and proper, he will be award about his behavior and non-occurrence of it.
- In case the complainer requests that the complaint should be proceeded with beyond mere warning, the same may be proceeded within the manner prescribed here after.
- In the event that the investigation committee deciding that the accused may be imposed a minor punishment/ penalty, the set penalty will be recommended by the investigation committee to the chairman of the cell for decision.
- If the investigation committee comes to a conclusion that the accused in case of his guilt proved, should be imposed a major punishment, it shall make a recommendation of action. If the accused is an employ, he may be placed suspension under the provisions of act.
- If a person is charged with physical molestation or rape on college/ society's premises, he shall immediately be placed under suspension pending the completion of the investigation and enquiry. Appropriate actions can be initiated as per the loss of Indian penal code.

4. Punishment for sexual harassment

- Any member of the institute fraternity (student/employee/outsider related to institute) found guilty of sexual harassment shall be liable to be punished. This shall be subject to the same penalties for major or minor misconduct as prescribed under government/ university rules.
- A student guilty of sexual harassment shall be liable for any of the following penalties:
 - a) Warning or reprimand.
 - b) Suspension from university/ college for a period of one month.
 - c) Debarment from appearing for the examination for a period up to three years.
 - d) Rustication from the university as the case may be. e) Any other punishment as defined by the government/ university act.

5. Protection against Victimization: The committee noted and approved the policy on Protection against Victimization of the Women's Grievance Redressal Cell as following:

In the event of the complainer being a student and the accused being a teacher, during the pendency of the investigation and inquiry and even after such an enquiry if the teacher is found to be guilty, the accused will not act as an examiner for any examination for which the student appears. b. In the event the complainer and the accused both being employees, during the pendency of the investigation and enquiry even after such an enquiry if the accused is found to be guilty, the accused shall not write the condition reports of the complainer, if it is otherwise so authorized.

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NRIT/5.5.3/RC 01

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GRIEVANCES REDRESSAL POLICY

1. Preamble :

NRI Institute of Technology, with a noble aim of providing fair, healthy and supportive environment for its stakeholders. The Grievance Redressal Policy has been formulated according to the regulations of Grievance Redressal 2019, a supersession of UGC Grievance Redressal Regulations 2012. The Management, Faculty Staff, Students and Parents of NRI IT shall obediently adhere to and promote the policy and guidelines stated herein to uphold ethics and human values.

2. Objectives of the Committee

- To ensure a free environment to express the grievances without fear.
- To maintain a transparent, clear and structured process of grievance redressal.
- To ensure a fair and timely redressal grievance.

3. Composition and Tenure :

The committee shall comprise a Chairperson, Convener, Senior Faculty Members and Student Representatives. The Principal of NRI IT shall be the chairperson. Members of the committee shall be nominated by the chairperson for tenure of three years. However the chairperson can dissolve and re-constitute the committee every year. Out of the members, minimum one member shall be female and other from SC/ST/OBC category.

4. Range of the Grievances :

Grievances may be related to academic/non-academic matters like :

Academic	Non-Academic
Teaching – Learning	Victimization / Sexual Harassment
Assessment	Discrimination
Attendance	Fess
Examination Matters	Transport
Library	Other Facilities

5. Execution and Role :

The Committee shall

- a) Follow the rules and regulations laid down by the institute and the principal of natural justice during enquiry and redressal of grievances.
- b) Follow and review grievance redressal norms and guidelines.
- c) Make efforts to resolve the grievance within 07 working days.
- d) Meet once a year on regular general grounds. But it also meets as and when the situation demands.

6. Means of reporting grievance :

Any person with genuine grievance may lodge complaint to the Committee along with necessary proofs / documents (if any). The grievance shall be reported by using any of the following modes.

- The aggrieved can submit grievance physically in writing clearly mentioning the contact details like mobile / phone number, address for communication etc., to any member of the committee / Head of the respective Department / Members of Management.
- Online at the website – <http://nriit.edu.in/grievance/>

7. Execution of the procedure :

- After receiving any complaint the committee shall scrutinize the grievance, discuss the matter and finally direct the same to the respective member.
- General complaints shall be considered accordingly.
- Members concerned shall investigate the issues directly as per the guidelines fixed.

8. Guidelines for investigating the grievance :

- a) Once the complaint is received from the aggrieved, the Chairman shall fix the date and convene a meeting for discussion and investigation of facts.
- b) The meeting will be scheduled within two days of the receipt of the complaint.
- c) A notice in hard copy shall be sent to the applicant to ensure his/her presence in the meeting. In special cases parents of the aggrieved shall be allowed to the meeting.
- d) After through verification and perusal of all the proofs the committee members would deliberate upon the case within the purview of the applicant's grievance, rules and regulations of the Institution, the scope of natural justice during the enquiry of the redressal of the grievance.

- e) The facts presented, evidences and final recommendations by the committee members shall be recorded as minutes of meeting which would be signed by them and the applicant would be informed about the final decision in writing at the earliest.
- f) In case the complaint or grievance is found invalid, the complainant and the accused will be informed for fact finding or any penalty.

9. Awareness across the Organization :

Awareness among the stakeholders shall be created by conducting awareness programs, displaying the grievance registration mechanism on the institution website.


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