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POLICY DOCUMENT

ANTI RAGGING POLICY

Zeal Education Society's

ZEAL POLYTECHNIC, PUNE

An ISO 21001:2018 Certified Institute.

Approved by AICTE, New Delhi, Recognized by DTE, Mumbai (Govt. of Maharashtra),

Affiliated to MSBTE Mumbai, MSBTE Code: 0988, DTE Code : D-6435



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ANTI RAGGING POLICY

Phone: 020-67206022

Website: www.zealpolytechnic.com

Email: polytechnic@zealeducation.com

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<p>This is to state that the following expert team has formed, reviewed and recommended the Anti- Ragging Committee and Anti- Ragging Squad for Zeal Polytechnic, Narhe, Pune.</p> <p>The Policy is published and implemented after approval from Governing Body (GB).</p>		
Member 1	Member 2	Chairman

Institute Vision:

To become a premier institute in technical education by imparting vibrant knowledge and skill-based quality education with ethical values to cater the industrial and societal needs.

Institute Mission:

- ✓ To provide comprehensive technical education through academic excellence.
- ✓ To give industrial exposure to the students by industry- institute interaction.
- ✓ To inculcate technical competence, spirit of inquiry, teamwork and entrepreneurship.
- ✓ To enhance ethical, societal, industrial concerns and lifelong learning skills.



ANTI-RAGGING POLICY

1. INTRODUCTION

'Merit' and 'Ethics' being the core driving values of Zeal Polytechnic, Pune, towards turning out professionals of high caliber with strong sense of ethical judgments, social integration of student's population coming from different parts of the country with most diverse cultural and social back grounds, becomes a matter of prime importance. 'Ragging' a social menace, as such has no place in academic environment of the Institute and concerted efforts are required to be in place to prevent its occurrence at any point of time. Hence the need for a balanced '**Anti-ragging policy**' to be adopted by the Institute.

Hon'ble Supreme Court of India, during December 2007 has expressed concern over the incidents of ragging occurring in higher educational institutions and the need to eliminate it altogether.

The Ministry of Human Resource Development, Govt. of India has taken a serious note of the incidents of ragging and is of the view that stern action should be taken against those indulging in "ragging" so that these incidents are not repeated and exemplary punishment is meted out to those indulging in it. Strict implementation of the guidelines issued by Hon'ble Supreme Court on this issue has also been stressed by the Ministry.

Ragging is a criminal offence and lowers the standards of education. The 'anti-ragging policy' adopted by the Institute takes care of preventive, procedural and punitive aspects of ragging based on the guidelines provided by Hon'ble Supreme Court of India, recommendations of the Raghavan Committee, instructions/guidelines issued by the Institute Grants Commission, Ministry of HRD (Govt. of India) and Govt. of Maharashtra.

2. ANTI-RAGGING POLICY

This policy encourages socialization of students to the academic environment of the Institute, simultaneously discouraging and preventing any negative acts on parts of senior students, which goes against the basic purpose of Socio academic integration. The 'anti-ragging policy' adopted by the Institute therefore is aimed at:

- (a) Creation, development and nurturing a conducive, socio-academic environment within the student population.
- (b) Generating and maintaining a high level of confidence within new entrants and their parents/guardians to perceive that fresh entrants to the Institute are welcome and provided support, rather than being harassed and intimidated.



- (c) Keeping in place an integrated system to discourage and prevent any negative acts like 'ragging' by the seniors, which disrupts socio-academic integration of new entrants.
- (d) Prescribing deterrent measures for any violation of the "Anti-Ragging Policy" by way of disciplinary measures.

3. DEFINITIONS

For the purpose of this policy the following are defined as under: -

'Institute' means the Zeal Polytechnic, Pune.

'Student' includes any person who is enrolled for any course, whether full time or parttime, with Institute, and includes a visitor, and a repeater.

'Hostel' includes the place/(s) where freshers or students are accommodated through institutional or private arrangements.

'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 undisciplined 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, posts, 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.

Ragging has several aspects with among others psychological, social, political, economic, culture and academic dimensions. The **Psychological aspects** of ragging are seen to cause permanent damage to the victims' personality. Such treatment of young and impressionable minds could result in traumatizing them and damaging their personalities beyond repair in the formative years of their lives.

- (j) Any act or abuse by spoken words, emails, snail-mails, public insult or alike should be considered within the physiological aspects of ragging.
- (k) This aspect would also include deriving perverted pleasure, vicarious or sadistic thrill from activity or passively participating in the discomfort of others.
- (l) Any act that affects the mental health and self-confidence of students can be described in terms of the psychological aspects of ragging.

4. PREVENTIVE ASPECTS OF RAGGING

Systemized Efforts for Socio-Academic Integration of New Entrants:

(a) Address of the Head of the constituents.

The Director, Dean Academics, Chairperson PGP and other concerned official during their address/discussions to/with parents/guardians, admission aspirants/ fresh entrants students at the time of counseling meets, new batch induction on registration, batch inaugurals and other such occasions, should invariably assure the students and parents about full protection and support against any attempts of ragging by seniors while briefly introducing the '*Anti Ragging Policy*' of the Institute. The efforts during such meets be directed towards achieving socio-academic integration of new entrants with the specific merit oriented environment of mutuality and trust of the Institute.

(b) New batch inaugurals

The Director and faculty members, during new batch inaugurals may provide to the students, the guidelines on behavioral norms.

(c) Fresher's Party

Seniors, be encouraged to organize, "*Welcome Party*" for new entrants. For this purpose, an



organizing committee be constituted, out of senior students of which, a senior faculty member will be the Ex-Officio-Chairman cum Patron. Such a party, by senior students, be organized within first fortnight, of the beginning of academic session. The Chairperson, Student Affairs and faculty members, to the extent possible, should participate in such a party.

(d) Mentoring Cells

'Mentoring Cell' shall function under the guidance of a Senior Faculty and in direct supervision of the 'Chairman, Student Affairs'. Such a cell would be manned by senior students. There should be one senior student mentor for a specified group of 10 junior students. Membership to the 'mentoring cell' by senior students would be on voluntary basis by inviting applications and nominating membership on year to year basis.

The senior student mentor will also monitor 'Psychological Behaviour / behavioral aberration of new students. If any abnormal behaviour or environmental adjustment problem observed, the same shall be reported to the 'Chairman, Student Affairs'.

(e) Social, Cultural, Sports Activities

The Institute has set up various clubs, cultural and sports committees, under charge of a faculty member. Membership of these committees will be on a mixed group pattern, with a cross section of senior and junior students. Other students' related areas of activities should also be coordinated through identical pattern of committees.

(f) Watch and Ward arrangements

The Institute has identified following vulnerable locations

- (i) Hostel blocks and mess,
- (ii) Vacant class rooms.
- (iii) Auditorium
- (iv) Canteen,
- (v) playground and gym
- (vi) Student activity centers,
- (vii) Favorite joints of students in the vicinity.

All concerned are to keep a constant vigil and watch at such locations including monitoring of the atmosphere and the environment at eating 'Joints' (Canteens, Mess etc.), Hostel / accommodations, where fresher's are accommodated.

These areas are required to be carefully guarded if necessary, by posting security personnel.



Wide – dissemination of Anti-Ragging Policy

(g) Admission Advertisements

All admission related advertisements of the Institute should indicate that “ragging is banned in the Institute”.

(h) Prospectus and Admission forms

(i) All prospectus should contain a specific caution that “ragging is banned in the Institute, and anyone found indulging in ragging, is likely to be punished appropriately which may include expulsion from the institute.” While providing a gist of the “Anti-Ragging Policy” of the Institute, and also the likely punishments for indulging in such activities, in the prospectus for admission to any constituent of the Institute, number of cases of “ragging” in the previous academic year/session, the punishment awarded to the guilty should also be mentioned.

(ii) All students seeking admission in any course in the Institute are required to sign an anti-ragging declaration forms (Annexure I and II) at the time of admission.

(i) Undertaking from existing students and their parents / guardians

To ensure undertaking, as indicated above from the students and their parents/guardians, already studying in the Institute. Such an undertaking should be obtained, before commencement of the next academic session/education year, failing which registration should be denied.

(j) Printed leaflets for new entrants

In order to promote and raise confidence and to address natural anxiety among fresher's, each new entrant to the Institute, at the time of registration / admission, Admission Department will provide a printed leaflet indicating do's and don'ts to prevent them from any likely incident of ragging which should also include a brief on the “Anti-Ragging Policy”, of the Institute. Such leaflet should also contain names, addresses and contact numbers of such persons, to whom, and when, students need to turn for information, help and guidance relating to ragging.

(k) Erection of Hoardings/Bill Boards/Banners

Chairperson, Student Affairs may erect suitable hoardings/bill boards/ banners in prominent places within the campus to exhort students to prevent, or not to indulge in ragging, also mentioning the names of the officials and their contact numbers, to be contacted in case of “ragging”.



5. MONITORING ASPECTS OF RAGGING

Anti-Ragging Squad

The Anti Ragging Squad will monitor and will have to make surprise visits at vulnerable places and perform the duty under Clause 6.3 (d) & (e) of UGC Regulations 2009. It will also investigate any incident of ragging and will recommend the punishments to the Anti-Ragging Committee for suitable action under Clause 9.1 of UGC Regulations 2009.

Monitoring Cell at the Institute Level

A monitoring cell should be constituted at Institute level, directly functioning under the 'Principal'. The cell should call for reports from the **Member Secretary** in regards to the activities of the 'Anti-Ragging Committees', 'Anti-Ragging Squads', 'Mentoring Cells' and the compliance with instructions on various ragging preventive measures, incidents and the manner in which the same are dealt with.

6. PROCEDURAL AND PUNITIVE ASPECTS OF "RAGGING"

First Instance Person (FIP)/Anti Ragging Squads

- (a) The Institute should nominate, 'First Information Person (FIP)' at beginning of each academic year. These persons should provide first instance intervention in case of any complaint of "ragging".
- (b) FIP will also need to co-ordinate the preventive aspects of ragging, under guidance of the Dean (Academics) aiming to create a "ragging free environment"
- (c) FIP will be responsible for taking steps to ensure that cases of "ragging" within the institute are brought to the notice of the Dean (Academics).
- (d) FIP is empowered to deal with informal complaints of "ragging" and/or take suo-moto cognizance of any of such an incident.
- (e) FIP will also function as 'Anti-Ragging Squad' and "Anti-Ragging Vigilance Committee".

Ragging Reporting Procedure

- (a) If any individual believes that he or she has been subjected to 'ragging' or has knowledge of any such incident, such person (or FIP, who may have assisted the complainants or those, who have otherwise observed / known about "ragging") shall have option to file a complaint with the Dean Academics. This may be done in writing or orally. Written complaint is preferable.



- (b) FIP or member/s of the 'Enquiry Committee' will also be available to discuss any concerns exhibited by any student or a group of students, about ragging.
- (c) All formal/Informal complaints of "ragging" may be made to the FIP within the constituent unit or directly to Dean Academics as stated above.

Enquiry Committee (EC)

A three-member enquiry committee, (of which one will be a female member) to be nominated by the Principal will investigate all reported cases of ragging, in such a way, so as to maintain confidentiality to the extent practicable under the circumstances. The investigations should start maximum within 3 days of reporting the incident and reports finalized by the 'Enquiry Committee' pinpointing the involvement of the accused alongwith recommendations relating to the punishment will be submitted to the Principal maximum within a period of 4 weeks. In exceptional circumstances, The Principal may grant extension to the time limit under information to the complainant and the accused.

Process of Enquiry

The process of enquiry should be such to ensure that principles of natural justice are adhered to. Details of the process would be identical as in the case of 'Sexual Harassment Policy' adopted by the Institute.

Punishment / Penalties for 'ragging'

Based on the report of enquiry submitted by the 'Enquiry Committee', the Principal of the Institute will be empowered to impose any of the punishment/(s) listed below or any other kind of punishment, which he may consider to be appropriate.

- (a) Withholding scholarships or other benefits
- (b) Debarring from representation of events.
- (c) Withholding results
- (d) Expulsion from hostel / mess.
- (e) Debarring from examination/s.
- (f) Suspension from the institute or class for a limited period.
- (g) Fine with public apology
- (h) Prosecuting for criminal offence.



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- (i) Filing FIR with the local police
- (j) Cancellation of admission / expulsion from the Institute
- (k) Collective punishment in case the individual/(s) committing or abetting "ragging" are not identified.

Appeal

Appeal with regards to any action taken against the accused at any level and / or against the punishment awarded under this policy by the 'Investigation Committee, shall lie with the Principal of the Institute, which should be filed within a period of two weeks from such an action or award of punishment.

7. SAVING AND REPEAL CLAUSE

Principal of the Institute will possess the sole authority for any interpretation, modification, or amendment to the policy depending upon the need from time to time. He will also possess powers to exercise his discretion with respect to any or all of the clauses of this policy.