

Anti-Ragging Measures

1. Measures for Curbing Ragging

- 1.1 Every student must submit two Affidavits on Rs. 10.00 stamp paper each, duly notarized, one signed by the student and the other signed by the parent.
- 1.2 A student shall not be eligible to admit/register unless and until the Affidavits mentioned in Rule 1.1 are submitted.
- 1.3 Every student, at the time of admission/re-registration will obtain Anti-Ragging Regulations of the University compulsorily.
- 1.4 The University authorities shall take necessary steps to aware/inform students, parents, authorities about the significance of ragging. This may be communicated with the help of audio-visuals, electronic and print mediums. University publishes posters, banners and pamphlets highlighting the menace of ragging and its serious consequences on noticeable places in the University.
- 1.5 University also provides instructions on whom to contact in case of incidence or attempt at ragging. This would include contact mobile numbers of Anti-Ragging Committees, Anti-Ragging Squad, Anti-Ragging Helpline, and relevant State, District and police authorities.

2. Anti-Ragging Committee: Constitution and Function

- 2.1 The University constitutes an "Anti-Ragging Committee" in the Chairmanship of the Chief Proctor at the beginning of every academic year.
- 2.2 This committee comprises of faculty members, students from the fresher's category as well as seniors and selected non-teaching staff as nominated by the Vice-Chancellor.
- 2.3 This Committee takes the full responsibility to ensure that no incidence of ragging as defined in Rule 2 of these regulations takes place and will also monitor and ensure that the instructions of these regulations are followed fully at all points of time.
- 2.4 The Committee will vigilant at all times and ensure that the Anti-Ragging Squads/Anti-Ragging Helpline of the University carry out their functions properly and efficiently.
- 2.5 The Anti-Ragging Committee will be responsible and function under the overall direction of the Chief Proctor

3. Anti-Ragging Squads: Constitution and Function

- 3.1 The University constitute the Anti-Ragging Squads by considering the number of students, hostels and hostel blocks to implement Anti-Ragging Measures effectively.
- 3.2 Anti-Ragging Squads comprises of senior faculty members and responsible representatives of senior and fresher students.
- 3.3 The function of Anti-Ragging Squad includes taking around, patrolling the University and the common areas in the academic/administrative/hostel/mess of the University, maintain vigil at all times on all days by rotation as decided by Chief Proctor and take action if they notice any incidence of ragging in the University.
- 3.4 The Squads will also have the responsibility wherever required to investigate incidences of ragging and to report to the Anti-Ragging Committee / Anti-Ragging Help Line for immediate action.
- 3.5 On the report of Anti-ragging Squad or any other person who is the witness of the incidence of ragging or on the complaint of any fresher student, immediate action will be taken by the Anti-Ragging Committee to decide appropriate punishment from the list of punishments prescribed under the Rules.



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4. Anti-Ragging Helpline:

- 4.1 University displays helpline numbers on different places under the direction of Anti-Ragging Committee. The Helpline will function 24 hours.
- 4.2 Anti-Ragging Help lines are equipped with land line and mobile telephone numbers which shall be made known to all concerned i.e. students, teachers, parents, Anti-Ragging Committee, Anti-Ragging Squad etc.
- 4.2 The University Anti-Ragging Helpline

No.:

Dr. Jitendra Nath Shrivastava, Chief Proctor	9690077788
Shri L.P. Mishra, Director	9690017905
University Reception	(0581)2460442/43

Functions of the Proctorial Board

The Chief Proctor shall be appointed by the Vice-Chancellor from among the teachers of the university not below the rank of an Associate Professor. The Chief Proctor shall assist the Vice-Chancellor in exercise of the powers as a disciplinary authority in respect of students of the University and shall also exercise such powers and perform such duties in respect of discipline as may be assigned to him by the Vice-Chancellor in this behalf from time to time.

- The chief proctor shall be assisted by Proctors and Assistant Proctors whose numbers shall be fixed by the Vice-Chancellor. At least one of the proctor/Assistant Proctor will be female, if the Chief Proctor is male.
- Proctors and Assistant Proctors shall be appointed by the Vice-Chancellor in consultation with the Chief Proctor.
- The Chief Proctor, Proctors and Assistant Proctors shall hold office for a period of two years.
- The Chief Proctor, Proctors and Assistant Proctors shall perform their duties in addition to their normal teaching work.

Responsibilities of Proctor:

- a) The Chief Proctor and Proctorial Board shall be exclusively responsible to maintain law and order and discipline among students in the University campus..
- b) The Chief Proctor /Board shall see that the teaching, examinations, functions and games etc in the University are conducted uninterrupted.
- c) The Chief Proctor /Board shall ensure that no unauthorized person is allowed in the University campus..
- d) The Chief Proctor /Board shall check the identity card and class time table of the students.


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The Chief Proctor /Board shall keep close watch over the students activities such that they are not involved in any anti social activities.

- d) They shall keep a watch that all the students are not wasting their spare time on the activities other than educational/academic.
- e) They shall dispose off the routine normal complaints of the students.
- f) They shall take nice of each and every complaint/incident on its own initiative.
- g) If the Chief Proctor /Board has reasons to believe that the incident /complaint is of serious nature and it is to be taken up with the district administration or the matter is to be looked into by the disciplinary Committee then the Chief Proctor/Board shall forward the matter to the Vice-Chancellor with specific recommendations together with reasons and logic for the direction.
- h) They shall see that students do not bring mobile phone with them in the University campus.
- i) The Chief Proctor/Board may:
 - Recommend expulsion of the student from teaching classes or to strike off the name from the University roll or ban entry to the campus.
 - Call parents when necessary, in the interest of the students as well as of the University.
 - Impose financial /pecuniary penalty to students for his misbehavior with the seniors or the teaching faculty.
- j) Constitution of Proctorial board shall be as follows:
 - Chief Proctor
 - Deputy Chief Proctor
 - Two Asst .Proctors-Male (No. may be increased as and when required)
 - One Asst. Proctor-Female

Responsibilities of Deputy Proctor:

- a) To supervise proctors reporting to him/ her.
- b) Hold meeting, once a month, with all CRs, DCs, and proctors of his/ her Institute.
- c) To watch faculty dress code/ other disciplinary matters and report defaulters to the Director of the Institute.
- d) To initiate disciplinary measures against the defaulters with the approval of Director and forward to Chief Proctor for action.
- e) Report to Chief Proctor whenever required.
- f) To keep written record of all the matters reported to him/ her or reported by him/ her to higher authorities.

Responsibilities of Chief Proctor:

- a) To issue notices to defaulters received from Deputy Chief Proctors.
- b) To supervise activities of all the members of Proctorial board.
- c) To hold meeting, once a month with DCPs and once in two months of Proctorial board of the Group.
- d) To report to directors and Chancellor, whenever required.
- e) To keep written record of all the matters reported to him/ her or reported by him/ her to higher authorities as well as notices issued by him/ her.


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