

## Anti -Ragging Policy

As per the direction of the UGC. An Anti -Ragging Committee is constituted in the college, to prevent ragging, a cognizable offence. It shall monitor the anti-ragging activities in the institution, considering the recommendations of the anti-ragging committee and take appropriate decisions, including spelling out suitable punishments to those found guilty. The Anti-Ragging Committee at Sunder Deep Pharmacy College is dedicated to creating and maintaining a ragging-free environment on campus. Its primary purpose is to prevent any form of ragging, ensure the safety and dignity of students, and address any incidents promptly and effectively.

### MEMBERSHIP:

S.No.	Name	Designation/ Category
1	Dr. Ram Dayal	Director (Chairperson)
2	Dr. Prasoon Kumar Saxena	Member
3	Ms. Nidhi Singh	Member
4	Mr. Dhiraj Kumar	Member
5	Mr. Dipesh	Member
6	Mr. Shailender Mishra	Member
7	Mr. Sourabh Jain	Office Superintendent
9	Mr. Subhash Sharma	Member
10	Ms. Arpita Singh	Student Representative
11	Mr. Shashi	Student Representative

### ROLES AND RESPONSIBILITIES:

1. Devise mechanism for receiving, processing and addressing all information regarding incidence of ragging.
2. Advise Academic Council and Disciplinary Committee on new policies or directives on handling cases of ragging (as applicable) from time to time
3. Provide training and guidance to all staff and students on handling all complaints regarding ragging.
4. Timely address grievances of stakeholders and especially those related to gender sensitivity issues including sexual harassment of women.
5. Seek advice of expert to handle complicated grievance cases related to ragging apart from advise by other committee(s) / subcommittee(s)

6. Compile/ submit biannual basis, the grievance summary report (on cases related to ragging) if any along with recommendations.
7. Maintain all records, statements, actions and other correspondences related to ragging cases.
8. Discuss major cases of ragging to generate awareness amongst students and faculty.
9. Anti-ragging awareness posters and details of the anti- Ragging committee members along with contact details are displayed in the college as well as hostel (Girls and Boys)

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#### **Standard Operating Procedure of Anti Ragging Committe**

- The members of the committee shall be appointed by the Director as and when needed. The same will be documented by the coordinator.
- Anti ragging committee shall meet once in two month or depending on the need and report the progress to the principal. The date, time and venue will be decided and communicate to the members and special invitees by the coordinator.
- Notice for the meeting shall be given at least 7 days prior to the meeting. Agenda of the meeting shall be finalized by the coordinator. Members can communicate topics of discussion to the coordinator prior to the meeting.
- The Quorum for meetings is 1/3 of members eligible to attend. Special invitees may be called for meeting as required by the coordinator.

#### **REPORTING PROCEDURE**

The minutes of meetings of the Committee will be circulated to all its members within 10 days of the meeting for necessary approval before forwarding it to the principal.