Notification No. SIU/U-28/824 dated 12th June, 2019

Sub.: Symbiosis International (Deemed University) [Curbing the Menace of Ragging] Rules, 2019

It is hereby notified for information of all concerned that the Symbiosis International (Deemed University) [Curbing the Menace of Ragging] Rules, 2019 shall be effective from the date of issuance of this notification.

The Rules are enclosed as Annexure 'A'.

Authority: BoM Resolution No. A19 dated 20th February, 2019.

SIU/U-28/19/2573
Dated: 12th June, 2019

Dr. M. S. Shejul
Registrar

Copy for information to:
The Hon'ble Chancellor, Pro Chancellor, Vice Chancellor, Principal Director, Symbiosis, Dean-Academics and Administration, Symbiosis, Deans of Faculties of Symbiosis International (Deemed University), Director, Deputy Director, Administrative Officer/ Assistant Administrative Officer/ Office Superintendent of Constituent Institutes / Departments of SIU, Officers of Symbiosis Society and Symbiosis International (Deemed University).

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Symbiosis International (Deemed University) [Curbing the Menace of Ragging] Rules, 2019

[Under Rule 50 (viii) of Memorandum of Association and Rules of Symbiosis International (Deemed University)]

These rules are framed in consonance with the University Grants Commission Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 and amendments thereto from time to time.

Chapter 1

1.1 Preamble

Symbiosis International (Deemed University) is committed to provide a conducive, safe and secured environment for students studying in its Constituents. Ragging in any form is strictly prohibited in the University and its Constituents. It is a cognizable offence as per the directions of the Hon'ble Supreme Court. If any incident of ragging comes to the notice of the authority, strict action will be taken against person(s) flouting these rules.

At the time of admission, every student and his/ her parents shall be required to sign a declaration in the prescribed format. On admission, he/she submits himself/herself to the several authorities of the University who may be vested with the powers to exercise discipline under the Rules of the University.

1.2 Short Title, Applicability and Commencement

i) **Short Title:** These Rules shall be called Anti-Ragging Rules of Symbiosis International (Deemed University).

ii) **Applicability:** These Rules shall apply to all Constituents of the University and all its' premises, whether being academic, residential, playgrounds, canteen, or other such premises of the University, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in the University.

iii) **Commencement:** The Anti-Ragging Rules of Symbiosis International (Deemed University) shall come into force with effect from the date of its/their notification and shall supersede all the existing Rules/ Guidelines/ Policies issued in this regard.

1.3 Definitions

In these Rules, unless the context otherwise requires-

i) **'Act'** means, the University Grants Commission Act, 1956 (3 of 1956);

ii) **'Academic Year'** means the period from the commencement of the programme in any course of study in the Constituent up to the completion of the academic requirements for that particular year;

iii) **'Aggrieved student'** means the student aggrieved by an act of Ragging as defined in the Rules;

iv) **'Anti-Ragging Helpline'** means the Anti-Ragging Helpline of the University: 9552525725 operational round the clock, which could be accessed by students in distress owing to ragging related incidents; and

the toll-free Anti Ragging UGC Helpline operational round the clock, which can be accessed by students in distress owing to ragging related incidents;

v) **'Anti–Ragging Committee'** means the Committee constituted to ensure compliance of the provision of these Rules as well as any law for the time being in force concerning Ragging and also to monitor and oversee the performance of Anti-Ragging Squad in prevention of Ragging.

vi) **'Anti-Ragging Squad'** means the body constituted by the University/ Constituent to maintain vigil and conduct inquiry into any incident of ragging and submit such reports to the Anti-Ragging Committee for further action(s).

vii) **'Campus'** means and includes the Main Campus and the Off Campuses of the University.

viii) **'Constituent'** means Institute/ School/ College/ Centre/ Department operating under the administrative, academic and financial control of the Sponsoring Body and declared as such under the Notification, issued from time to time and includes Institute/ School/ College/ Centre/ Department established and notified by University thereafter from time to time.

ix) **'Commission'** means the University Grants Commission;

x) **'Council'** means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), Council of Architecture (CoA) etc. and the State Higher Education Councils;

xi) **'Department'** includes those units of the University which conduct academic programmes allied to the discipline/ faculty of the University or which undertakes activities to support research/ extension activities / entrepreneurship/ innovation/ administration of the University and are established with the approval of the Board of Management of the University;

xii) **'Fresher'** means a student who has been admitted to the Constituents of the University and who is undergoing his/her first year of study;

xiii) **'Head of the Institution'** means the Vice Chancellor of the University;

xiv) **'Institution Deemed to be University'** means Symbiosis International (Deemed University) so declared, on the advice of the Commission, by the Central Government under Section 3 of the UGC Act 1956;

xv) **'Main Campus'** means Campus of the University at its headquarters, wherein its major facilities, faculty, staff, students and its' academic departments, i.e., Pune, Maharashtra, India and includes all the campuses situated in the same territorial jurisdiction;

xvi) **'Mentor'** means a student volunteering to be a guide and advisor for Fresher;

xvii) **'Mentoring Cell'** means a cell constituted by the Constituent for the purpose of mentoring Freshers;

xviii) **'NAAC'** means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;

xix) **'Off-Campus Centre'** means a Centre of the University, approved/ permitted by the Government and situated beyond its main Campus within India;

xx) **'Rules'** means Anti-Ragging Rules of Symbiosis International (Deemed University) and other Rules of the University;

xxi) **'Ragging'** means one or more acts that has been defined under Chapter 2 of these Rules;

xxii) **'Student'** means a person duly admitted and on roll, pursuing a programme of study either through regular mode or distance mode, including short-term training programmes in University;

Provided that a student who is in the process of taking admission in University, although not yet admitted shall be treated, for the purposes of these rules, as a student of the University, where any incident of misconduct takes place against such student, in the University:

Provided that a person, who is not a student of the University, but is participating in any of the activities in the University, shall be treated as a student, for the purposes of these rules;

xxiii) **'University'** means Symbiosis International (Deemed University) establish under Section 3 of the University Grants Commission Act, 1956.

xxiv) **'University Monitoring Cell'** means the Monitoring Cell constituted to achieve the objectives of these Rules;

Words and expressions not defined in these Rules shall have the same meaning as appearing in the Regulations or in any other manual/ handbook/ guideline notified by the University Grants Commission/ University.

1.4 Objectives

i) to provide for a safe and secured environment to the students studying in Constituents of the University;
ii) to prohibit, prevent and eliminate the scourge of ragging in all its form, from the University and its Constituents;
iii) to build effective mechanisms across the University campuses to curb the menace of ragging; and
iv) to take effective measures to address any such matter arisen due to the act of ragging.

Chapter 2

2.1 What constitutes Ragging

Ragging constitutes one or more of any of the following acts:

i) 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;

ii) 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;

iii) 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;

iv) any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;

v) exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;

vi) any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;

vii) 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;

viii) 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;

ix) 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;

x) any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, religion origins, linguistic identity, place of birth, place of residence or economic background.

2.2 Measures for prohibition and prevention of Ragging

2.2.1 The University shall take following measures for prohibition of Ragging:

i) The University/ constituent shall not permit or condone any reported incidence of Ragging in any form and shall take all necessary and required measures including but limited to the provisions of these Rules / Regulations to achieve objective of eliminating Ragging within the University/ constituent or outside.

ii) The University/ constituent shall take action in accordance with these Rules/ Regulations against those found guilty of ragging and /or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.

2.2.2 The University shall take following measures for prevention of Ragging:

i) Expressly provide in its prospectus/ website that ragging is totally prohibited in the University and its Constituents. Anyone found guilty of ragging and / or abetting ragging, whether actively or passively or being a part of conspiracy to promote ragging is liable to be punished in accordance with these Rules/ Regulations/ Act as well as under the provisions of any penal law for time being in force;

ii) publish telephone numbers of Anti-Ragging help line, Director of Constituent/ Head of Department/Members of Anti-Ragging Committee and Anti-Ragging squad and Campus Administrator on the Institute website;

iii) publish these Rules in full on the University website;

iv) the provisional admission form, along with an affidavit in english provided in the link- https://antiragging.in/, shall be filled up and signed with a blue ink by the candidate to the effect that he/she has read and understood the provisions of Rules/ Regulations/ other law for the time being in force, and is aware of the prohibition of ragging and punishments prescribed, both under Penal Laws as well as Rules/ Regulations and also affirm to the effect that he/she has not been expelled and/ or debarred by any institution and further aver that he/ she will not indulge, active or passively in the act or abet the act of ragging, and if found guilty of ragging and/ or abetting ragging, he/ she is liable to be proceeded against under Rules/ Regulations or under any Penal Law or any other law for the time being in

force and such action would include but is not limited to debarment or expulsion of him/ her.

v) the provisional admission form, along with an affidavit in english provided in the link- https://antiragging.in/, shall be signed with a blue ink by the parent/ guardian of the candidate, to the effect that he/she has read and understood the provisions of Rules/ Regulations/ other law for the time being in force, and is aware of the prohibition of ragging and punishments prescribed, both under Penal Laws as well as Rules/ Regulations and also affirm to the effect that his/her ward has not been expelled and / or debarred by any institution and further aver that his/her ward will not indulge, active or passively in the act or abet the act of ragging, and if found guilty of ragging and / or abetting ragging, his/ her ward is liable to be proceeded against under Rules/ Regulations or under any Penal Law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.

vi) A student seeking admission in the second and subsequent years shall have to fill up the provisional admission form, along with an affidavit in english provided in the link-https://antiragging.in/, duly signed with blue ink by the student and his/ her parent/ guardian and submit the same to the Administrative Officer/ Assistant Administrative Officer and Office Superintendent.

vii) A student seeking admission to a hostel forming part of the Constituent/ University, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit an additional undertaking/ form countersigned by his/ her parents/ guardians.

viii) The Director of the Constituent/ Head of Department shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them before the commencement of academic session.

ix) The Director of the Constituent shall make the students aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging during the Induction programme.

x) Every student at the time of his/her admission shall inform the Constituent about his/ her place of residence while pursuing the programme, and in case the student has not decided his/ her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.

Chapter 3

3.1 The University shall constitute the following bodies at each Campus/ Location; namely,

3.2) Anti-Ragging Squad
3.3) Anti-Ragging Committee
3.4) Mentoring Cell
3.5) Monitoring Cell

3.2 Anti-Ragging Squad

There shall be an Anti-Ragging Squad for every campus/ location to be nominated by the Vice Chancellor. The Anti-Ragging Squad shall have representation which may be considered necessary for maintaining vigil, over sight and patrolling functions and shall remain mobile, alert and active at all times.

a) Composition of the Anti-Ragging Squad:

The Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.

The squad shall consist of:

i)	One Senior Professor of a Constituent from the Campus/ Location nominated by the Vice Chancellor	- Chairperson
ii)	One Associate Professor or Assistant Professor from the Campus/ Location, nominated by the Vice Chancellor	- Members
iii)	One Deputy Director or Assistant Director or Officer of Physical Education and Sports from the Campus/ Location, nominated by the Director of the Constituent/ Advisor of University Sports Board	- Member
iv)	Two students from different Constituents on the Campus/ Location, out of which one shall be a female student, nominated by the Head-Student Affairs, by rotation as per the seniority of the Constituents on the Campus/ Location	- Members
v)	One Non-Teaching staff, not below the rank of Office Superintendent, preferably a female, from a Constituent on the Campus/ Location, nominated by the Registrar	- Member
vi)	Campus Administrator	- Member Secretary

Term of the office of the members of the Anti-Ragging Squad:

All the members of the Anti-Ragging Squad other than ex-officio and the members of the teaching and non-teaching shall hold office for a term of two (2) years and membership of the students shall be for a term of one (1) academic year.

A member shall cease to be a member of the Anti-Ragging Squad as soon as he ceases to belong to the category from which he became the member of the Anti-Ragging Squad.

b) Duties/ Functions of the Anti-Ragging Squad

i) It shall be the duty of the Anti-Ragging Squad to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of ragging and shall be empowered to inspect such places.

ii) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot inquiry into any incident of ragging referred to it by the Director/ Head of the Constituent located on the campus or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the inquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for further action.

Provided that the Anti-Ragging Squad shall conduct such inquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

c) Reporting of a Complaint and procedure to conduct Inquiry:

Once the incident of ragging is noted on University/ UGC helpline or reported to the Constituent, the Anti-Ragging Squad shall conduct on the-spot-inquiry into the incident of ragging, convene an inquiry meeting and submit a report to the Anti-Ragging Committee within 24 hours.

The following procedure shall be adopted for reporting and dealing with complaints.

i) The student(s) suffering from an act(s) of ragging can directly put his/ her complaint, in writing, to the Director/ Head of the Institute/ Department.

OR

ii) In case, of an act(s) of ragging noticed by any person(s) in the campus, he/ she should contact the Anti-Ragging Helpline of the University: 9552525725

iii) The Student Affairs department of the University shall contact the concerned Director/ Head or the Administrative Officer of the Constituent and shall ask him/her to immediately look into the matter.

AND/OR

iv) The Director/ Head or the Administrative Officer of the concerned Institute/ Department suo moto directs the complaint to Anti-Ragging Squad and expedite the matter to resolve urgently. He/ She shall direct the Anti-Ragging Squad to make a spot visit to any place and give report on the same.

Conduct of Inquiry

The Anti-Ragging Squad shall conduct such an inquiry observing a fair and transparent procedure and the principles of natural justice and after giving an adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging and considering such other relevant information as maybe required.

i) The Director/ Head of the Institute/ Department shall try to resolve the case initially at his level or else he/ she shall ask the Member Secretary of the Anti-Ragging Squad to call the meeting of the Anti-Ragging Squad immediately.

ii) The Director/ Head of the Institute/ Department shall refer the complaint(s) received from the Anti-Ragging Cell of the UGC to the Anti-Ragging Squad at the Campus/ Location and shall respond within stipulated time in consultation with the Head-Student Affairs.

iii) The complainant student(s) and the offender(s) shall be called before the Anti-Ragging Squad for an on-the-spot inquiry. The Squad shall investigate the case thoroughly and take written statements from all. The Squad shall examine the witness/es also, if any.

iv) The Squad shall record its finding(s) in terms of the nature and gravity of the incident of ragging, guilt of ragging established or otherwise, as recommendations, in a report and send the report to the Anti-Ragging Committee within 24 hours of the incident.

3.3 Anti-Ragging Committee

There shall be an Anti-Ragging Committee at every campus/ location of the University. The committee shall have diverse mix of membership in terms of levels as well as gender.

a) Composition of the Anti-Ragging Committee shall be as follows:

i)	Director/ Head of the Constituent Institute/ Department from the Campus/ Location nominated by the Vice Chancellor	- Chairperson
ii)	One Representative of Civil Administration from the City/ Town where campus/ location is situated	- Members
iii)	One Representative of nearby Police Station	- Member
iv)	One Representative of Local Media	- Member
v)	One Representative of an Non-Government Organisation (NGO) involved in youth activities	- Member
vi)	Two Deputy Directors/ Professors/ Associate Professors from the campus/ location, out of which one shall be a woman, nominated by the Vice Chancellor	- Members
vii)	Two Representatives of parents of students from the Constituent Institute/ Department from the campus/ location nominated by the Head-Student Affairs	- Member
viii)	A representative of the fresher students from the Constituent Institute/ Department from the campus/ location nominated by the Head-Student Affairs	- Member

ix) A representative of the senior students from the Constituent Institute/ Department from the campus/ location nominated by the Head-Student Affairs - Member

x) A Non-Teaching staff, not below the rank of Campus Administrator, nominated by Dean-Academics and Administration, Symbiosis - Member Secretary

The term of office for the members from categories i to vii and x of the Anti-Ragging Committee shall be for a period of two years, and the term of office for member from category viii and ix shall be for a period of one year.

A member shall cease to be a member of the Anti-Ragging Committee as soon as he ceases to belong to the category from which he became the member of the Anti-Ragging Committee.

b) Functions of the Anti-Ragging Committee

i) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Rules, UGC Regulations, 2009 and its amendments from time to time 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 Constituents.

ii) The Anti-Ragging Committee shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging, the nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

c) Functioning of the Committee

i) Once the report is received, the Member Secretary of the Anti-Ragging Committee shall convene a meeting within 24 hours.

ii) The Committee shall take appropriate decision (s) with regards to quantum of punishment and otherwise, depending on the facts of ragging and nature and gravity of incident of ragging established in the recommendations of the Anti-Ragging Squad.

iii) 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;

a) Suspension from attending classes and academic privileges,
b) Withholding/ withdrawing scholarship/ fellowship and other benefits,
c) Debarring from appearing in any test/ examination or other evaluation process,
d) Withholding results,
e) Debarring from representing the Constituent/ University in any regional, national or international meet, tournament, youth festival, etc.
f) Suspension/ expulsion from the hostel,
g) Cancellation of admission,
h) Rustication from the University for period ranging from one to four semesters, and

i) Expulsion from the University 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 Constituent/ University shall resort to collective punishment.

The Committee shall submit its report to the Head-Student Affairs as expeditiously as possible but not later than two days. The Head-Student Affairs, after receiving the report shall place it before the Vice Chancellor for approval and thereafter, communicate the quantum of punishment(s) or otherwise, to the Director/ Head of the Constituent for further action(s) as expeditiously as possible but not later than two (2) days.

The order of punishment shall be pronounced under the signatures of the Chairperson of the Anti-Ragging Committee and the Director/ Head of the Constituent of the students found guilty.

The entire process of inquiry including initiation of remedial action shall be completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

d) Action to be taken by the Director/ Head of the Constituent

On receipt of the recommendation(s) of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Campus Administrator shall immediately determine if a case under the penal laws is made out, and if so, he/ she, with prior approval of Vice Chancellor, or any member of the Anti-Ragging Committee, authorised by the Vice Chancellor in this behalf, shall 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 penal provisions 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 Director/ Head of the Constituent shall forthwith report the occurrence of the incident of ragging to the Head-Student Affairs.

Provided further that the Constituent shall also continue with its own inquiry initiated under these rules 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 (7) days of the reported occurrence of the incident of ragging.

e) Appeals

An appeal against the order of punishment by the Anti-Ragging Committee shall be made to the Vice Chancellor.

i) The aggrieved individual(s), shall send a written appeal under his/ her signature against the order of punishment by the Anti-Ragging Committee stating reasons for an appeal to the Vice Chancellor with a copy to the Head Student Affairs of the University within a period of seven (7) days from the date of receipt of the order of punishment.

ii) Acting on the appeal, the Vice Chancellor shall decide the date of the hearing of the appeal.

iii) The Head-Student Affairs shall send a notice of hearing to the appellant(s) within a period of seven (7) days.

iv) The University shall arrange for inspection of documents, material, statements etc., if so desired by the Appellant, on the university campus.

v) The Appellant may submit a written statement on or before the hearing of the appeal, if he/she desires.

vi) The Appellant(s) does not have right to legal representation during the appeal.

vii) The Vice Chancellor shall follow the principles of natural justice while dealing with the appeal. The Vice Chancellor may in appropriate cases seek assistance of an expert to arrive at a just and fair decision.

viii) After the hearing and considering all the available materials on record, the Vice Chancellor shall take just and fair decision on the appeal.

ix) The decision of the Vice Chancellor shall be final and binding on the Appellant.

x) The Registrar, SIU shall communicate decision of the appeal(s) to the Appellant within a period of three (03) days.

3.4) Mentoring Cell

The Director/ Head of the Constituent, at the end of each academic year, in order to promote the objectives of UGC Regulations Curbing the Menace of Ragging in Higher Educational Institutions, 2009, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the Constituent, at the rate of one Mentor for six (6) freshers and one (1) Mentor of a higher level for six Mentors of the lower level.

a) The objective of the Mentoring Cell is:

i) To mentor the freshers, interact with them and to provide congenial and welcoming environment on the campus
ii) To guide and support the freshers as well as to interact with freshers through junior level mentors

b) The composition of the cell shall be as follows:

i) Level 1 Mentors: Mentors to be nominated by the Director/ Head of the Constituent Institute/ Department from senior batch-(One Mentor for six students to be admitted in the next Academic Year). For example-
If number of students in the first year of the programme is Sixty (60), the Constituent Institute/ Department will have to nominate ten (10) mentors.

ii) Level 2 Mentors: Mentors (Level 2) to be nominated by the Director/ Head of the Constituent Institute/ Department from senior batch-(One Mentor for six mentors of level 1).
Level 2 mentors will train the level 1 mentor and coordinate with them throughout.

3.5 Monitoring Cell at the University level

i) There shall be a body to be known as Monitoring Cell on Ragging, which shall coordinate with the Anti-Ragging Committees and anti-Ragging Squads constituted at the campuses/ locations of the University to achieve the objectives of UGC Regulations Curbing the Menace of Ragging in Higher Educational Institutions, 2009 and the Monitoring Cell shall call for reports from the Anti-Ragging Committees, Anti Ragging Squads, and the Mentoring Cells at the campuses/ locations.

ii) The Monitoring Cell shall also review the efforts made by Constituents to publicize anti-ragging measures, soliciting of undertaking from parents/ guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations.

a) The Composition of the Monitoring Cell shall be as follows:

i) Dean of the Faculty nominated by the Vice Chancellor - Chairperson

ii) A nominee of the Academic Council from amongst its members - Member

iii)	Registrar or his nominee, not below the rank of Deputy Registrar	- Members
iv)	Controller of Examinations or his nominee, not below the rank of Deputy Controller of Examinations	- Member
v)	Director, Department of Sports, Recreation and Wellness	- Member
vi)	Two Professors/ Associate Professors, out of which one shall be a woman, nominated by the Vice Chancellor	- Members
vii)	Two alumni nominated by the Director, Symbiosis Centre for Alumni Engagement	- Members
viii)	Head-Student Affairs	- Member Secretary

The term of office for all members shall be for a period of two (2) years other than of the ex-officio members

Chapter 4

4.1 Validation of certain Actions, Decisions

No Act or proceedings of Anti-Ragging Squad/ Anti-Ragging Committee/ Mentoring Cell / Monitoring Cell/ Appeal under these rules shall be invalid merely by reason of:

i) Any vacancy there or any defect in constitution thereof;
ii) Any defect in the nomination of appointment of a person acting as a member thereof;
iii) Any irregularity in its procedure not affecting the merits of the subject matter.

4.2 In cases of Lapses

Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the Constituent, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these rules or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the University, against such member of the faulty or staff.

Provided that where such lapse is attributable to the Director/ Head of the Constituent, the authority designated to appoint such Head shall take such departmental disciplinary action as per HR Manual of Symbiosis; and such action shall be without prejudice to any action that

may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

Chapter 5

5.1 The University shall take the following other measures to prevent ragging, namely;

i) Each hostel or a place where groups of students reside, forming part of the Constituent/ University, shall have a full-time Warden.

ii) The Warden shall be accessible at all hours and be available on telephone and other modes of communication.

iii) The University shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.

iv) The professional counsellors shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.

v) The University shall undertake measures for extensive publicity against ragging by means of counselling sessions, workshops among students and such other measures, as it may deem fit.

vi) The faculty of the University and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.

vii) The University shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.

viii) The University shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.

ix) The University shall ensure that training programme for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as

inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.

x) The Campus Administrator/ Senior Campus Administrator, shall, submit a weekly report on the status of compliance with Anti-Ragging measures during the first three (3) months of an academic year and a monthly report on such status, to the Head-Student Affairs for placing it before the Vice Chancellor.

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