



# **GOKULA KRISHNA**

## **COLLEGE OF ENGINEERING, SULLURPET**

### **Anti-Ragging Policy**



## **GOKULA KRISHNA COLLEGE OF ENGINEERING- Sullurpet**

(Approved by AICTE, New Delhi and Affiliated to JNTUA, Ananthapuramu)

Behind RTC depot, Sullurpet, Tirupati Dist., Andhra Pradesh-524121  
Phone: 08623-294255 Website: [www.gkcesp.com](http://www.gkcesp.com) Email: [gkceoffice@gmail.com](mailto:gkceoffice@gmail.com)

### **GKCE-Anti-Ragging Policy**

This policy has been formulated in consonance with UGC Rules 2016, on Anti Ragging in Higher Educational Institutions / Universities, as published in the gazette notification.

#### **1. General**

- a) In view of the directions of the Hon'ble Supreme Court, and in consideration of the rules framed by the Central Government and the UGC, to prohibit, prevent and eliminate ragging and to provide for the healthy development, physically and psychologically, of all students, GKCE, Sullurpet has set forth the Anti-Ragging Policy as listed in succeeding paragraphs.
- b) The principal shall be responsible for the implementation of the rules listed here under this policy.

#### **2. Objectives of the Policy**

To prohibit, prevent and eliminate any conduct by any student or students which constitutes ragging.

#### **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.

#### **4. Measures for prohibition of ragging at the College level**

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The College shall comply with the following guidelines of the UGC:

- a) The College or any part of it thereof, including its elements, including, but not limited to, the schools, departments, constituent units, centers of studies, and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in College, shall not permit or condone any reported incident of ragging in any form; and it shall take all necessary and required measures, including but not limited to the provisions of these Rules, to achieve the objective of eliminating ragging, within the College or outside;
- b) The College shall take action in accordance with the Rules of UGC against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

#### **5. Measures for prevention of ragging at the College level**

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- a) The College shall take the following steps in regard to the admission or registration of students:
  - i. Public declaration of intent, in its electronic, audio-visual or print or any other media, for admission of students to any course of study and shall expressly provide that ragging is totally prohibited in the College, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, shall be liable to be punished in accordance with the laid down Rules as well as under the provisions of any penal law for the time being in force.
  - ii. The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print and contain such a warning as above, including the consequences, as may be applicable.
  - iii. Students shall be provided with the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the College including but not limited to the Principal, Vice Principal, members of the Anti-Ragging Committees and Anti- Ragging Squads, Wardens of Hostels, and other functionaries or authorities as relevant.
  - iv. The enrollment letters shall contain the format of an undertaking, mandatorily in English as provided in the UGC Rules or reference to the link for the online anti-ragging declaration portal, to be filled up and signed by the applicant and parents (Refer to Annexure 2 &3 ). This undertaking states to the effect that he/she/parents (they) have read and understood the provisions of the anti-ragging policy as well as the provisions of any other law for the time being in force, and are aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under college Rules and also affirm to the effect that student has not been expelled and/or debarred by any College and further aver that student would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty



of ragging and/or abetting ragging, is liable to be proceeded against under the Rules 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 such student. These undertakings shall be signed by all students.

- v. Before the commencement of the academic session, the Principal shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/guardians (if feasible), faculty, administration including the police (if considered essential), to discuss the measures to be taken to prevent ragging in the College and steps to be taken to identify those indulging in or abetting ragging and punish them.
- vi. The College shall, to make the community at large and the students, in particular, aware of the dehumanizing effect of ragging, and the approach of the College towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these rules and also any other law for the time being in force, and the punishments thereof. It shall also prominently display the same, on Notice Boards in hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
- vii. The College shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents. The College shall tighten security in its premises, especially at vulnerable places through intense policing by Anti-Ragging Squads and volunteers, if any, which shall be resorted to at such points at odd hours during the initial duration of the academic session as may be decided by the authorities.

#### **6. Committees for prevention of Ragging at the College level**

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The College shall constitute the following bodies:

- a) Anti-Ragging Committee to be nominated and headed by the Principal, 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 levels as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of the Anti-ragging policy 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 the prevention of ragging in the College. The details are provided at Annexure 1.
- c) A smaller body to be known as the Anti-Ragging Squad to be nominated by the Principal with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert, and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.
- d) It shall be the duty of the Anti-Ragging Squad to be called upon 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. Provided that the Anti-Ragging Squad shall

conduct such enquiry 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.


- e) Hostel shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counseling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
- f) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with mobile phone by the institution, the number of which shall be publicized among all students residing in the hostel.
- g) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.

**7. Action to be taken by the Head of the institution.-**

- a) On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Principal 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 offenses or unnatural offences;
  - xi. Extortion;
  - xii. Criminal trespass;
  - xiii. Offences against the property;
  - xiv. Criminal intimidation;
  - xv. Attempts to commit any or all of the above-mentioned offenses against the victim(s);
  - xvi. Threat to commit any or all of the above-mentioned offenses against the victim(s);
  - xvii. Physical or psychological humiliation;
  - xviii. All other offenses following the definition of "Ragging".

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;

1. Suspension from attending classes and academic privileges.
2. Debarring from appearing in any test/ examination or other evaluation process.
3. Debarring from representing the College in any regional, national or international meet, tournament, youth festival, etc.
4. Suspension/ expulsion from the hostel.
5. Rustication from the College for period ranging from 1 to 4 semesters.
6. Expulsion from the College and consequent debarring from admission to any other College for a specified period.



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Behind R.T.C. Depot, Sullurpet  
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**Annexure 1: Composition of Anti-Ragging Committee (AY-2024-25)**

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## **Annexure 2: SELF DECLARATION BY PARENTS/GUARDIANS**

### **SELF-DECLARATION BY PARENTS/GUARDIANS**

- 1) I, Mr./Mrs./Ms. \_\_\_\_\_ (Full name of Parents / Guardians in CAPITAL letters) Father / Mother / Guardian of Mr. / Ms. \_\_\_\_\_ (Full name of the student in CAPITAL letters with Roll number) who has been admitted to Gokula Krishna College of Engineering, Sullurpet have:
  - Been advised to read carefully and understand the Supreme Court Judgement on Ragging -copy given by the college.
  - Been advised to read carefully and understand the Essential Extracts of relevant Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the relevant Regulation)
  - Carefully read and fully understood the provisions contained therein.
- 2) I have, in particular, understood Clause 3 of the relevant Regulations and am aware of what constitutes ragging and the implications thereof.
- 3) I have also, in particular, understood Clause 7 and Clause 9.1 of the relevant Regulations and am fully aware of the penal and administrative actions that are liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly state and undertake that:
  - a) My ward will not indulge in any behavior or act that may be considered as ragging under Clause 3 of the relevant Regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be considered as ragging under Clause 3 of the relevant Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Clause 9.1 of the relevant Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any Institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote ragging, and further affirm that, in case this declaration is found to be untrue, my ward's admission is liable to be canceled.

Name:

Address:

Signature of Father/Mother/Guardian  
Telephone / Mobile No.

### **SELF-DECLARATION BY PARENTS/GUARDIAN**

Verified that the contents of this self-declaration are true to the best of my knowledge and no part of the self-declaration is false and nothing has been concealed or misstated therein.

Place:

Date:

Signature of Father/Mother/Guardian



### **Annexure 3: SELF DECLARATION BY THE STUDENT**

#### **SELF-DECLARATION BY THE STUDENT**

- 1) I, \_\_\_\_\_ (Full name of student in CAPITAL letters with ROLL NUMBER) S/o D/o Shri. / Smt. \_\_\_\_\_ having been admitted to Gokula Krishna College of Engineering, Sullurpet have:
  - a) Been advised to read carefully and understand the Supreme Court Judgement on Ragging -copy given by the college.
  - b) Been advised to read carefully and understand the Essential Extracts of relevant Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the relevant Regulation)
  - c) Carefully read and fully understood the provisions contained therein.
- 2) I have, in particular, understood Clause 3 of the relevant Regulations and am aware as to what constitutes ragging and the implications thereof.
- 3) I have also, in particular, understood Clause 7 and Clause 9.1 of the relevant Regulations and am fully aware of the penal and administrative actions that are liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly state and undertake that:
  - a) I will not indulge in any behavior or act that may be considered as ragging under Clause 3 of the relevant Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be considered as ragging under Clause 3 of the relevant Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the relevant Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any Institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote ragging and further affirm that, in case this declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Place:

Date:

Name:

Signature of Student

Telephone/Mobile No:

Address:

#### **SELF DECLARATION BY STUDENT**

Verified that the contents of this self-declaration are true to the best of my knowledge and no part of the declaration is false and nothing has been concealed or misstated therein.

Place:

Date:

Signature of Student



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### CODE OF CONDUCT

All students are made aware of the code of conduct during admission, during the Orientation Program and during the class all through the session. The Principal, Heads of all Departments, departmental teaching and non-teaching staff looks after the matter individually. The Principal and IQAC Coordinator look after the matter of teaching and nonteaching staff and whether they are following the code of conduct. If any issues develop, the matter is being discussed one-to-one, though no such serious matter has ever taken place.

### CODE OF CONDUCT FOR STUDENTS

- Students are expected to maintain a good environment conducive to academic pursuits and restrain themselves from passing any derogatory comment towards any religion/caste/creed etc.
- Students should be punctual and should maintain discipline in the college.
- Students should get at least 75% of attendance, if not he/she is not eligible to appear for the examination, as per the university rule.
- Student should not remain absent without prior permission.
- Each student should carry his/her identity card inside the college which should be exhibited on demand.
- Students' behaviour towards the teachers, non-teaching staff and other students should be decent and humble. Arrogant attitude or rude behaviour shown towards any would be considered condemnable and punishable as well.
- Ragging, in any of its forms, is strictly prohibited inside and outside the college premises. Strict action (even rustication) would be taken against anyone found guilty in this matter (UGC Regulation 2009) Student should not involve in any kind of illegal activities.
- The college campus is to be kept clean and the garbage bins have to be used for waste disposal.
- Students should not gather or loiter unnecessarily in the corridors.
- Lights and fans have to be switched off before leaving the classroom to save energy
- The students should take care of college properties and be careful to prevent any kind of damage. If identified, fine will be imposed on the particular student responsible for the damage and if not identified the entire class / section has to pay for the loss.
- Consumption of tobacco in any form (cigarette, Gutkha, Khaini) is strictly prohibited inside the college premises. Anybody found in such act would be penalized.
- Use of mobile phone/tablet/similar electronic gadget is strictly restricted inside the classroom/examination hall, library, laboratories and corridors. Violation of this rule may be followed by a penalty.
- Students must dress themselves in a simple and decent manner.
- Students must carry the Lending & Reference - cards with him or her to get the books issued / return.
- Students are not permitted to use anyone else's Lending & Reference cards. Student should protect property of the college.

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### **CODE OF CONDUCT FOR THE PRINCIPAL**

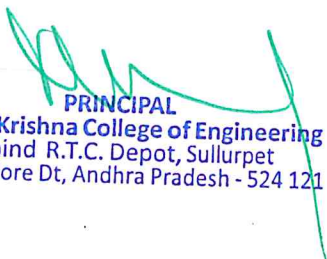
- The Principal should ensure quality in education and academic activities.
- The Principal should chalk out policy and plan to execute the vision and mission of the college.
- The Principal should form various college level committees and appoint co-ordinators.
- The Principal should convene meetings of different Cells as and when required.
- The Principal should monitor financial matters efficiently.
- The Principal should motivate teachers to enhance their knowledge by attending various trainings.
- The Principal should ensure that the directions issued by the Department of Collegiate Education are strictly complied with.

### **CODE OF CONDUCT FOR TEACHERS**

- Teacher should maintain dignity and decorum of the post.
- Teacher should perform his or her duty honestly.
- Teacher should Ensure the all-round development and well-being of the students by having a caring approach towards them.
- Teacher should prepare the lesson plan of the allotted subjects.
- Teacher should inculcate patriotism and discipline among students.
- Teacher should avail leaves with prior intimation.
- Teacher should work towards betterment of the Institution.
- Teacher should be available for consultation to students.
- Teacher should not indulge in casteism.
- Teacher should not remain absent from duties without prior permission.
- Teacher should not engage directly or indirectly in any trade or business.

### **CODE OF CONDUCT FOR ADMINISTRATIVE STAFF**

- Administrative staff should look after student's admission and examination.
- Administrative staff should be well versed in e- administration.
- Administrative staff should behave politely and compassionately with parents/guardians.
- Administrative staff should develop co-operative and friendly relationship with faculty members.
- Administrative staff should perform all professional activities through proper channels.
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## **POLICY FOR INCLUSION OF PEOPLE WITH DISABILITIES ON CAMPUS**

### **SCOPE**

Promotion and inculcation of values of love, compassion, equality and justice through eliminating social exclusion and encouraging the students to be aware of the problems of the disadvantaged sections of society.

Focusing on inclusion of people with disabilities by promoting the rights and dignity of each individual.

### **OBJECTIVES**

The objective of the policy is to ensure that GKCE becomes a disabled-friendly institution that is chosen by people with disabilities for its suitable infrastructure, facilities of support and sensitized atmosphere that can help them grow and achieve their dreams.

### **POLICY**

#### **Inclusion and Anti-Discrimination**

- Implementation of UGC Guidelines for Scheme of Equal Opportunity Centre for Colleges.
- Ensuring admission of students from all social milieus and their empowerment through intensive mentoring and counselling.
- Strict implementation of admission policies for people with disabilities in accordance with the updated guidelines for admission of the UGC.
- Smooth functioning and strengthening of The Equal Opportunity Cell to create an atmosphere of equality with special privileges for the disabled students.
- The roster of appointment of Teaching and Non-Teaching Staff for PwD category as approved by the University is followed by the college.

#### **Infrastructure support**

- Updating campus infrastructure to make it more accessible for people with disabilities.
  - ✓ Elevators-In proposal
  - ✓ Ramps
  - ✓ Railings- In proposal
  - ✓ Accessible washrooms for disabled students and staff
  - ✓ Tactile pathways
- Provision and upgradation of mechanical and technological support for people with disabilities.
  - ✓ Reading resources in Braille
  - ✓ Disabled-friendly software
  - ✓ Wheelchairs
  - ✓ Disabled-friendly sign posts



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- Provision of sports and wellness facilities suited to the needs of students with disabilities.

### **Sensitization and Awareness**

- Organization of awareness and sensitization programmes and events for able-bodied staff and students to make the College a safe space for people with disabilities.
- Organization of academic and cultural activities, training, short-term courses and workshops specially designed to cater to the needs of students with disabilities.
- Training the College staff in disabled-friendly teaching practices within and outside the classroom.
- Collaborations with external agencies and organizations to create more opportunities of learning and vocational training for students with disabilities.

### **Counselling and additional support**

- Provision of counselling facilities for mental health needs of people with disabilities.
- Conducting remedial classes for students with disabilities.



**PRINCIPAL**  
Gokula Krishna College of Engineering  
Behind R.T.C. Depot, Sullurpet  
SPSR Nellore Dt, Andhra Pradesh - 524 121