

GENERAL INSTRUCTIONS

ANTI RAGGING POLICY

General

1. The phenomena in the form of ragging in Colleges and Educational Institutes has been turned to a nightmare to the students and their guardian at the time of admission in Higher Educational Institution across the Country. There have been many complaints of physical and psychological injury due to ragging. To eliminate the ragging from Educational Institutions, an urgent and effective measures is required so as to enable the authority concerned to dealt with it strictly. As far as SMIT is concern, the Institute has not confronted with a major incident of ragging as the Institute largely believes in zero tolerance to menace of ragging by adopting stricter measures to curb it.
2. In order to provide continuity to the practices adopted by the Institution, it is felt necessary to issue a directive in black and white to this effect in addition to the directives issued from time to time for strict compliance by all concerned.

Introduction

3. RAGGING is a criminal offence and a serious social evil. RAGGING is strictly banned in SMIT. The institute is committed not to allow any incident of RAGGING in any form. The institute's Anti Ragging Committee is constituted to counter this challenging problem. All major stakeholders of the institute are included in the anti-ragging framework with unanimous opinion, goal and practices against RAGGING to promote healthy environment in the campus conducive for education.
4. The Honorable Supreme Court has also directed that **RAGGING** be banned from all educational institutions. **RAGGING** has been made a cognizable offence and it attracts a punishment including **Rigorous Imprisonment up to three years and a fine of Rs. 25,000/-**. **RAGGING** has been defined as:-

(a) "Any act causing, inducing compelling or forcing a student whether by way of a practical joke or otherwise, to do any action which detracts from human dignity or violates his person or exposes him to ridicule or to forbear from doing any unlawful act, by intimidating, wrongfully restraining, wrongfully confining, or injuring him or by using criminal force to him or by holding out to him any threat of such intimation, wrongful restraint, wrongful confinement, injury or the use of criminal force".

(b) "Any act of physical or mental abuse (inducing bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearances, Nationality, regional origins, linguistic identity, place of birth, place of residence or economic background."



Anti Ragging Committee

5. In compliance with the directives of Hon'ble Supreme Court of India (vide SLP No 24295 of 2006 and vide its order dated 15 May 2007 and in Civil Appeal No 887 of 2009 dated 08 May 2009 and AICTE Notification dated 01 Jul 2009 (issued vide F No 37-3/Legal/AICTE/2009) and UGC letter No F.1-15/2009(ARC) Pt III dated 01 Apr 2014, an Institute Ragging Committee is constituted as under :-

- | | | |
|-----|---|------------|
| (a) | Director, SMIT. | - Chairman |
| (b) | Associate Director (A). | - Member |
| (c) | Associate Director (R&D). | - Member |
| (d) | Associate Director (SA). | - Member |
| (e) | Respective HOD's of all the departments. | - Member |
| (f) | Head SMU-IT. | - Member |
| (g) | Chief Warden. | - Member |
| (h) | Warden, Boys' Hostel No 1. | - Member |
| (i) | Warden, Boys' Hostel No 2. | - Member |
| (j) | Warden, Girls' Hostel. | - Member |
| (k) | Sub Divisional Police Officer, Rangpo. | - Member |
| (l) | Vice President, Student Council. | - Member |
| (m) | General Secretary, Students Council. | - Member |
| (n) | One parent of First Year Student to be nominated by Chairman Admission. | - Member |
| (o) | One parent of First Year Student to be nominated by Chairman Admission. | - Member |

6. The Anti-Ragging Committee is formed for overseeing the implementation of the provisions of the Anti-Ragging verdict (available at www.antiragging.in)

7. The above committee meets as on required basis.

8. It shall be the responsibility of the Anti Ragging Committee to ensure compliance with the provisions of UGC Regulations on Curbing of Menace of Ragging in Higher Educational Institutions 2009, as well as the provisions of any law for the time being in force concerning ragging and also to monitor the performance of the Anti-Ragging Squads detailed for prevention of ragging in the institutions.



Anti Ragging Squad

9. Teams of faculty members are formed as Anti-Ragging Squads before the commencement of the first year classes. These squads are assigned vigilance duty to patrol key places in the campus round the clock for a period of three months. During their duty hours the squad members will observe and look for any possible untoward incident and take appropriate measures to avoid and control any such incident as per the demand of the situation. The Squad leaders are required to submit a report on the next day of the duty for further escalation and timely resolution of the incident (if any). Any issue requiring immediate attention of the Director will be given overriding priority and will not be delayed under any circumstances. [Example of Anti Ragging Squads and their roster to be maintained included as Annexure- I]

10. The Committee comprising of faculty members, administrators and women representative will monitor the measures taken by the Institute for prevention of ragging, will look into the specific instances of ragging and complaints of ragging etc, and suggest appropriate actions/punishments against individuals indulged in ragging.

11. The Anti-Ragging Committee of the institution shall take an appropriate decision depending on the facts of each incident of ragging and, nature and gravity of the incident of ragging. The student accused of ragging, if found guilty may be awarded one or more of the following punishments :-

- (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 institution in any regional, national or international meet, tournament, youth festival, etc.
- (f) Suspension/ expulsion from the hostel.
- (g) Rustication from the institute for period ranging from one to four semesters.
- (h) Cancellation of admission.
- (i) Will not be recommended for passport application.
- (j) Will be given Transfer Certificate with endorsement of criminal tendency.
- (k) Will be suspended immediately and expelled from SMIT after completion of enquiry.
- (l) The guilty would be consequently debarred from admission to any other institution for a specified period.



(m) Will be expelled from SMIT immediately if the evidence is proved without investigation.

(n) Ragging cases once reported to the police, all punishment are awarded by the court and may attract punishment including rigorous imprisonment up to three years and a fine of Rs. 25,000/-.

Anti Ragging Affidavit

12. Students have to register in antiragging portal (www.antiragging.in) for student's Anti Ragging Undertaking and the Parents Anti Ragging Undertaking which is mandatory for all.

Restrictions on Mode of Interaction

13. In order to control the menace of RAGGING, the following points will strictly be adhered to:-

(a) No student from **SECOND, THIRD** and **FINAL** years will enter into First Year Boys' Hostel and other Wings of the Boys' Hostel specially allotted to First Year students. Similarly, students from the **SECOND, THIRD** and **FINAL** year will **NOT** enter the areas earmarked for the girls of the First Year.

(b) First Year students are **NOT** allowed to enter the rooms allotted to students of **SECOND, THIRD** and **FINAL** years. It will be the responsibility of the latter that NO First Year Student is found in their rooms. The plea that First Year students came on his/her own or had some work will not be tenable.

(c) In case any interaction is required between the First Year students and senior students, it will be conducted in the class room under the supervision of faculty members with the permission of HOD.

14. Each HOD will ensure the instructions stated in III (a to c) are read out to all the students of their respective department. Compliance towards the order is to be recorded and completion report be forwarded to the Director.

Monitoring and Support

15. Associate Director (Students Affairs) will maintain an "**ANTI RAGGING REGISTER**" which will be circulated to the class rooms of First Year Students once every day and an endorsement from the faculty member is made in the register about whether or not any case of ragging is reported as per format given below :-



ANTI RAGGING REGISTER

Ser No	Class	Date	Time	Name of faculty member	Remarks	Signature
1.	1 st Year Sec A	29/07/24	10:30 A. M	I. N. Jha	No report of ragging	

16. HODS of each Department will also ensure the movement of First Year students from class to lab or lab to class or from one class to another is organized under the escort of a responsible Lab Assistant.

17. Faculty members taking class in First Year will not leave the class before the faculty member for the next hour arrives.

18. Under no circumstances, a student in First Year Class is allowed to leave the class to go out for any purpose by the faculty member taking the class unless a written permission for the same is given by Director, Dean or HOD except in the case of medical emergency. In the case of medical emergency, the First Year student is permitted to go out under escort of a responsible staff member.

Steps to be followed in case of emergency.

19. In case of any emergency a student may seek help in the following order (not necessarily and strictly in the same order):-

- (a) Step I - Contact respective floor warden/ Teacher guardians.
- (b) Step II - Warden/ Chief Warden/ Chairman Admission.
- (c) Step-III - Associate Directors.
- (d) Step IV - HOD's/ Director.
- (e) Step V - Anti- Ragging helpline no: 1800-180-5522 (Toll free). Anti-Ragging Email: helpline@antiragging.in.

Informing and Educating

20. A solution to the problem through law and order perspective alone is not sufficient. The students will be informed and educated during their induction about what qualifies as RAGGING and the repercussions of RAGGING.

21. All the students are warned that **RAGGING** is banned in Sikkim Manipal Institute of Technology. They are time and again reminded that they have signed an undertaking stating that they will desist from indulging in **RAGGING**.

22. Anti-Ragging posters will be displayed at all the key places in the campus including Class Rooms, Laboratories, Hostels, Mess and Canteen, Recreation Rooms, etc. [Sample posters included as Annexure-II]



23. PPT slides forwarded from the Office of the Director will be screened in every section and a record to this effect on time and date will be maintained. Completion report will be forwarded to the Office of Director. [ppt slides included as Annexure- III]

24. At the beginning of every academic year a circular is issued from the office of the Director. The circular contains information on latest information, directives, guidelines and laws on ragging. HODS of each Department ensure that this notice is read out in each class/section/division of their Department once in the first week of every month. A record is maintained with the signature of the faculty members who has read it.

Conclusion

25. Efforts to be made to make the ragging a social evil, by highlighting its ill effects and thus establish a public opinion against it. Ragging is a problem of the students and by the students and therefore the solution to it also lies with the students. On the whole, the best way to stop ragging is realization by the senior student himself. He should understand that by doing ragging, it is his weakness which instigates him not his strength, he is not respected but feared. He embosses bad memories than sweet moments. It is concluded that with our earnest effort, we all can eradicate the social scar called ragging from the Institute.

Place : Majitar, Rangpo

Dated : 19 July 2024


To,

1. All Associate Directors
2. All HODs/HOOs
3. Suchana (Students & Faculty)

Copy to :-

1. Hon'ble Vice Chancellor, SMU
 2. Registrar, SMU
- } For kind information please.




[Prof (Dr) G L Sharma]
Director

Prof (Dr) G.L. Sharma
Director
Sikkim Manipal Institute of Technology
Majitar, Rangpo - 737136
East Sikkim (Sikkim)

ANNEXURE 'I'
(Refer to Para 09 of Gen Instrs No
dated July 2024)

SUB: COMPOSITION OF ANTI -RAGGING SQUAD

(a)	SQ 1	Mr. Diganta Baruah (Squad Leader)	IT	H2 Group I (Level 1-4)
(b)	SQ 1	Dr. Swarup Sarkar	AIDS	
(c)	SQ 1	Mr. Sanjoy Ghatak	CSE	
(d)	SQ 1	Mr. Sanjeev Kumar	CSE	Group II (Level 5-7)
(e)	SQ 1	Mr.Santanu Kr. Mishra	CSE	
(f)	SQ 1	Dr. Nandan Banerjee	CSE	
(g)	SQ 1	Mrs. Chandralika Chakraborty	IT	H3
(h)	SQ 1	Ms. Bijoyeta Roy	CSE	

(a)	SQ 2	Dr. Sandeep Gurung (Squad Leader)	CSE	H2 Group I (Level 1-4)
(b)	SQ 2	Dr. Pankaj Chettri	Maths	
(c)	SQ 2	Dr. Soumya Kanti Biswas	Chem.	
(d)	SQ 2	Mr. Bishal Pradhan	CA	
(e)	SQ 2	Mr. Ish Nath Jha	CSE	
(f)	SQ 2	Mr. vikash Kr. Singh	CSE	Group II (Level 5-7)
(g)	SQ 2	Dr. Palash Ghosal	IT	
(h)	SQ 2	Ms. Soumili Bishnu	MGT.	
(i)	SQ 2	Dr. Tanushree Bose	ECE	H3

(a)	SQ 3	Dr. Dhruba Ningombam (Squad Leader)	CSE	H2 Group I (Level 1-4)
(b)	SQ 3	Dr Joydeep Biswas	MGT	
(c)	SQ 3	Dr. Saumya Das	IT	
(d)	SQ 3	Mr. Abhinandan Baruah	ME	
(e)	SQ 3	Mr. Sourav Paul	CSE	Group II (Level 5-7)
(f)	SQ 3	Mr. Sital Sharma	AIDS	
(g)	SQ 3	Mr. Pratik Pradhan	EEE	
(h)	SQ 3	Ms. Kalpana Panigrahi	MGT.	H3
(i)	SQ 3	Ms. Sayantani Roy	ECE	



(a)	SQ 4	Dr. Asit Saha (Squad Leader)	MATHS	H2 Group I (Level 1-4)
(b)	SQ 4	Mr. Rajdeep Roy	CE	
(c)	SQ 4	Mr. Sajal Sakar	CE	
(d)	SQ 4	Mr. Sourav Gupta	CE	
(e)	SQ 4	Mr. Ashwini Kumar	AIDS	Group II (Level 5-7)
(f)	SQ 4	Mr. Abhranil Adak	CE	
(g)	SQ 4	Mr. Tamal Ghosh	CE	
(h)	SQ 4	Mrs. Sonam L. Bhutia	IT	H3
(i)	SQ 4	Ms. Tanuja Subba	CSE	

(a)	SQ 5	Dr. Hemanta Saikia (Squad Leader)	ECE	H2 Group I (Level 1-4)
(b)	SQ 5	Mr. Ashis Pradhan	CSE	
(c)	SQ 5	Dr. Santanu Gupta	Chem	
(d)	SQ 5	Mr. Ashis Dutta	IT	
(e)	SQ 5	Dr. Saravanan A.	PHY.	Group II (Level 5-7)
(f)	SQ 5	Dr. Rustam Ali Ahmed	IT	
(g)	SQ 5	Mr. Saurabh Sharma	ME	
(h)	SQ 5	Dr. Manjari Sharma	MGT.	H3
(i)	SQ 5	Dr. S. Visalakshi	CA	

(a)	SQ 6	Dr. Jayanta Kr. Baruah (Squad Leader)	ECE	H2 Group I (Level 1-4)
(b)	SQ 6	Dr. Samarendra Nath Sur	ECE	
(c)	SQ 6	Dr. Avijit Panja	Maths	
(d)	SQ 6	Dr. Saurabh Kumar Maurya	Maths	
(e)	SQ 6	Mr. Yogen Ghatani	Maths	Group II (Level 5-7)
(f)	SQ 6	Mr. Jitendra Singh Tamang	ECE	
(g)	SQ 6	Mr. Pranaw Chhetri	Psych.	
(h)	SQ 6	Mrs. Chitrapriya Ningthoujam	CSE	H3
(i)	SQ 6	Mrs. Upama Bomzon	CE	



(a)	SQ 7	Dr. Manoranjan Pandey (Squad Leader)	MGT.	H2 Group I (Level 1-4)
(b)	SQ 7	Dr. Dipanjan Bhattacharjee	ECE	
(c)	SQ 7	Dr. Sanjib Kabi	PHY.	
(d)	SQ 7	Mr. Rahul Kumar	EEE	
(e)	SQ 7	Mr. Anirban Sengupta	EEE	Group II (Level 5-7)
(f)	SQ 7	Mr. Biraj Upadhyaya	CSE	
(g)	SQ 7	Dr. Partha Protim Das	ME	
(h)	SQ 7	Dr. Moumi Pandit	EEE	H3
(i)	SQ 7	Mrs. Moumita Pramanik	CA	

(a)	SQ 8	Dr. K. V. Singh (Squad Leader)	CA	H2 Group I (Level 1-4)
(b)	SQ 8	Dr. Amalendu Das	PHY.	
(c)	SQ 8	Dr. Bijay Rai	EEE	
(d)	SQ 8	Mr. Dibyadeep Bhattacharjee	EEE	Group II (Level 5-7)
(e)	SQ 8	Mr. Basab Nath	CSE	
(f)	SQ 8	Mr. Samrat Kumar Mukherjee	MGT	
(g)	SQ 8	Dr. Barnali Dey	IT	H3
(h)	SQ 8	Ms. Tahamina Yesmin	CSE	
(i)	SQ 8	Dr. Mousumi Gupta	CA	

(a)	SQ 9	Dr. Archit Ajay Yajnik (Squad Leader)	Maths	H2 Group I (Level 1-4)
(b)	SQ 9	Dr. Santonu Savapondit	Maths	
(c)	SQ 9	Mr. Satyajit Sarkar	Maths	
(d)	SQ 9	Dr. Partha S. Nayek	CE	
(e)	SQ 9	Mr. Saikat Chatterjee	EEE	Group II (Level 5-7)
(f)	SQ 9	Dr. Dhruva Kumar	ME	
(g)	SQ 9	Mr. Yogesh	CSE	
(h)	SQ 9	Mrs. Chandrima Ray Chaudhuri	Maths	H3
(i)	SQ 9	Ms. Karishma Pathak	Sports officer	



(a)	SQ 10	Dr. Tanay Kumar Dey (Squad Leader)	Phy	H2 Group I (Level 1-4)
(b)	SQ 10	Dr. Manish Kr. Roy	ME	
(c)	SQ 10	Dr. Sanat Kumar Das	Phy	
(d)	SQ 10	Dr. Ranjit Panigrahi	CA	Group II (Level 5-7)
(e)	SQ 10	Mr. Arun Kumar Singh	ECE	
(f)	SQ 10	Mr. Dipendra Gurung	CA	
(g)	SQ 10	Mrs. Jhuma Sunwar	CSE	H3
(h)	SQ 10	Dr. Neeta Dhusia Sharma	MGT.	

(a)	SQ 11	Dr. Jitendra Kumar (Squad Leader)	MGT.	H2 Group I (Level 1-4)
(b)	SQ 11	Dr. Saumya Das	IT	
(c)	SQ 11	Mr. Rustam Ali	Maths	
(d)	SQ 11	Mr. Suman Das	ECE	Group II (Level 5-7)
(e)	SQ 11	Mr. Anosh Lepcha	MGT.	
(f)	SQ 11	Mr. Axay Thapa	CE	
(g)	SQ 11	Dr. Piyanka Dhar	Maths	H3
(h)	SQ 11	Mrs. Rubaya Khatun	CSE	

(a)	SQ 12	Dr. Amit Kumar Singh (Squad Leader)	EEE	H2 Group I (Level 1-4)
(b)	SQ 12	Dr. Soham Das	ME	
(c)	SQ 12	Dr. Sunny Diyaley.	ME	
(d)	SQ 12	Mr. Dheeraj Kumar	ME	Group II (Level 5-7)
(e)	SQ 12	Mr. Premchand Mahto	ME	
(f)	SQ 12	Mr. Amresh Kr. Sinha	ME	
(g)	SQ 12	Mr. Rupak Dutta	Sports	H3
(h)	SQ 12	Dr. Anindita Adhikary	CSE	
(i)	SQ 12	Mrs Minakshi Roy	MGT.	



LUNCH TIME TEAM

Team No-L1

(i)	Mr. Tawal K. Koirala (Squad Leader)	Dept. of CSE
(ii)	Mr. Guru Prasad Sharma	Dept. of CE
(iii)	Mr. Raj Kumar	Dept. of MGT.
(iv)	Dr. Pronita Chettri	Dept. of Phy.

Team No-L2

(i)	Mr. Kiran Gautam (Squad Leader)	Dept. of CSE
(ii)	Dr. Ramesh Sharma	Dept. of Chem.
(iii)	Mr. Zeeshan Mustafa	Dept. of ME
(iv)	Mrs. Kapila Sharma	Dept. of CA

Team No.L3

(i)	Dr. Moazzam Ali (Squad Leader)	Dept. of Chem.
(ii)	Dr. Roshan Pradhan	Dept. of EEE
(iii)	Dr. Hari Bhakta Sharma	Dept. of CE
(iv)	Dr. Amrita Biswas	Dept. of CSE



FROM TUESDAY TO FRIDAY (9 JULY TO 12 JULY)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
TUE (9)	SQ 1	L1	SQ 2	SQ 3	SQ 4	SQ 5
WED (10)	SQ 6	L2	SQ 7	SQ 8	SQ 9	SQ 10
THURS (11)	SQ 11	L3	SQ 12	SQ 1	SQ 2	SQ 3
FRI (12)	SQ 4	L1	SQ 5	SQ 6	SQ 7	SQ 8

FROM MONDAY TO SATURDAY (15 JULY TO 20 JULY)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (15)	SQ 9	L2	SQ 10	SQ 11	SQ 12	SQ 1
TUE (16)	SQ 2	L3	SQ 3	SQ 4	SQ 5	SQ 6
WED (17)	SQ 7	L1	SQ 8	SQ 9	SQ 10	SQ 11
THURS (18)	SQ 12	L2	SQ 1	SQ 2	SQ 3	SQ 4
FRI (19)	SQ 5	L3	SQ 6	SQ 7	SQ 8	SQ 9
SAT (20)	SQ 10	L1	SQ 11	SQ 12	SQ 1	SQ 2

FROM MONDAY TO SATURDAY (22 JULY TO 27 JULY)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (22)	SQ 3	L2	SQ 4	SQ 5	SQ 6	SQ 7
TUE (23)	SQ 8	L3	SQ 9	SQ 10	SQ 11	SQ 12
WED (24)	SQ 1	L1	SQ 2	SQ 3	SQ 4	SQ 5
THURS (25)	SQ 6	L2	SQ 7	SQ 8	SQ 9	SQ 10
FRI (26)	SQ 11	L3	SQ 12	SQ 1	SQ 2	SQ 3
SAT (27)	SQ 4	L1	SQ 5	SQ 6	SQ 7	SQ 8



FROM MONDAY TO SATURDAY (29 JULY TO 3 AUGUST)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (29)	SQ 9	L2	SQ 10	SQ 11	SQ 12	SQ 1
TUE (30)	SQ 2	L3	SQ 3	SQ 4	SQ 5	SQ 6
WED (31)	SQ 7	L1	SQ 8	SQ 9	SQ 10	SQ 11
THURS (1)	SQ 12	L2	SQ 1	SQ 2	SQ 3	SQ 4
FRI (2)	SQ 5	L3	SQ 6	SQ 7	SQ 8	SQ 9
SAT (3)	SQ 10	L1	SQ 11	SQ 12	SQ 1	SQ 2

FROM MONDAY TO FRIDAY (5 AUGUST TO 9 AUGUST)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (5)	SQ 3	L2	SQ 4	SQ 5	SQ 6	SQ 7
TUE (6)	SQ 8	L3	SQ 9	SQ 10	SQ 11	SQ 12
WED (7)	SQ 1	L1	SQ 2	SQ 3	SQ 4	SQ 5
THURS (8)	SQ 6	L2	SQ 7	SQ 8	SQ 9	SQ 10
FRI (9)	SQ 11	L3	SQ 12	SQ 1	SQ 2	SQ 3

FROM MONDAY TO SATURDAY (12 AUGUST TO 17 AUGUST)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (12)	SQ 4	L1	SQ 5	SQ 6	SQ 7	SQ 8
TUE (13)	SQ 9	L2	SQ 10	SQ 11	SQ 12	SQ 1
WED (14)	SQ 2	L3	SQ 3	SQ 4	SQ 5	SQ 6
FRI (16)	SQ 7	L1	SQ 8	SQ 9	SQ 10	SQ 11
SAT (17)	SQ 12	L2	SQ 1	SQ 2	SQ 3	SQ 4



FROM MONDAY TO SATURDAY (19 AUGUST TO 24 AUGUST)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (19)	SQ 5	L3	SQ 6	SQ 7	SQ 8	SQ 9
TUE (20)	SQ 10	L1	SQ 11	SQ 12	SQ 1	SQ 2
WED (21)	SQ 3	L2	SQ 4	SQ 5	SQ 6	SQ 7
THURS (22)	SQ 8	L3	SQ 9	SQ 10	SQ 11	SQ 12
FRI (23)	SQ 1	L1	SQ 2	SQ 3	SQ 4	SQ 5
SAT (24)	SQ 6	L2	SQ 7	SQ 8	SQ 9	SQ 10

FROM MONDAY TO SATURDAY (26 AUGUST TO 31 AUGUST)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (26)	SQ 11	L3	SQ 12	SQ 1	SQ 2	SQ 3
TUE (27)	SQ 4	L1	SQ 5	SQ 6	SQ 7	SQ 8
WED (28)	SQ 9	L2	SQ 10	SQ 11	SQ 12	SQ 1
THURS (29)	SQ 2	L3	SQ 3	SQ 4	SQ 5	SQ 6
FRI (30)	SQ 7	L1	SQ 8	SQ 9	SQ 10	SQ 11
SAT (31)	SQ 12	L2	SQ 1	SQ 2	SQ 3	SQ 4

FROM MONDAY TO SATURDAY (2 SEPTEMBER TO 7 SEPTEMBER)

DAYS	6:30 AM to 8:00 AM	Lunch Break	4:30 PM to 6:30 PM	6:30 PM to 8:30 PM	8:30 PM to 10:30 PM	10:30 PM to 12:15 AM
MON (2)	SQ 5	L3	SQ 6	SQ 7	SQ 8	SQ 9
TUE (3)	SQ 10	L1	SQ 11	SQ 12	SQ 1	SQ 2
WED (4)	SQ 3	L2	SQ 4	SQ 5	SQ 6	SQ 7
THURS (5)	SQ 8	L3	SQ 9	SQ 10	SQ 11	SQ 12
FRI (6)	SQ 1	L1	SQ 2	SQ 3	SQ 4	SQ 5
SAT (7)	SQ 6	L2	SQ 7	SQ 8	SQ 9	SQ 10



Duty Chart for Second Saturday/Sunday/Holidays

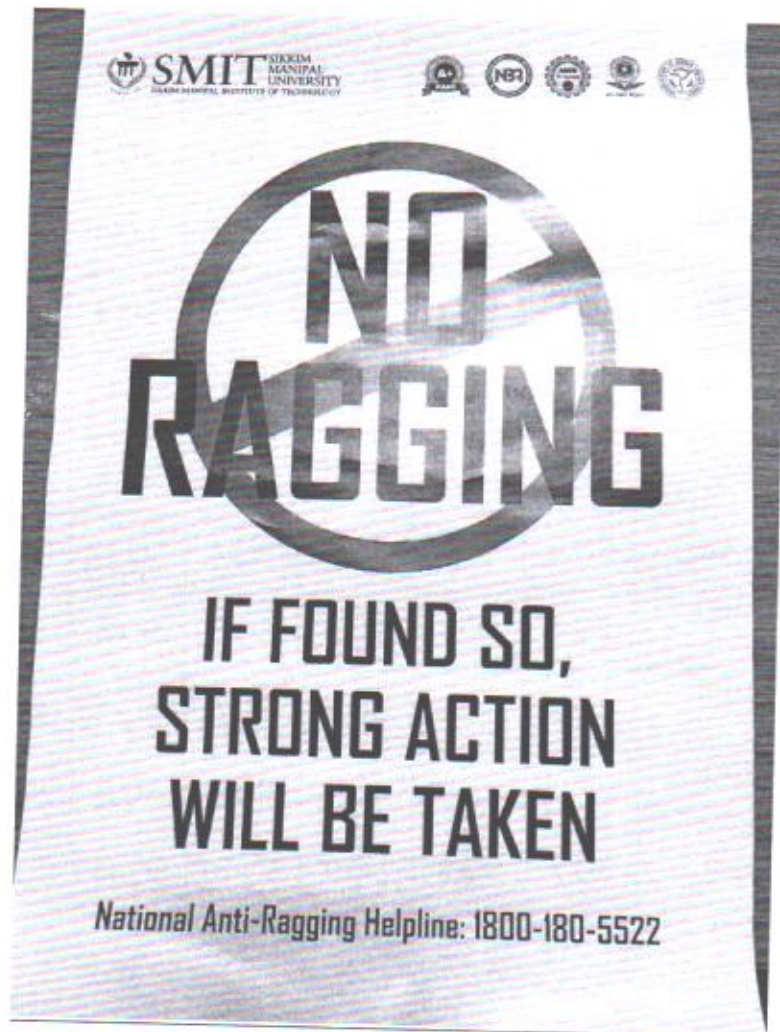
Time → Day ↓	8:00-10:00 AM	10:00 - 12:00 Noon	12:00 - 2:00 PM	2:00-4:00 PM	4:00-6:00 PM	6:00-8:00 PM	8:00-10:00 PM	10:00-12:15 AM
2nd SAT (13th July)	SQ 1	SQ 2	SQ 3	SQ 4	SQ 5	SQ 6	SQ 7	SQ 8
SUN (14 July)	SQ 9	SQ 10	SQ 11	SQ 12	SQ 1	SQ 2	SQ 3	SQ 4
SUN (21 July)	SQ 5	SQ 6	SQ 7	SQ 8	SQ 9	SQ 10	SQ 11	SQ 12
SUN (28 July)	SQ 4	SQ 5	SQ 6	SQ 7	SQ 8	SQ 9	SQ 10	SQ 11
SUN (4 Aug)	SQ 12	SQ 1	SQ 2	SQ 3	SQ 4	SQ 5	SQ 6	SQ 7
2nd SAT (10 Aug)	SQ 8	SQ 9	SQ 10	SQ 11	SQ 12	SQ 1	SQ 2	SQ 3
SUN (11 Aug)	SQ 12	SQ 11	SQ 10	SQ 9	SQ 8	SQ 7	SQ 6	SQ 5
THURS (15 Aug)	SQ 4	SQ 3	SQ 2	SQ 1	SQ 12	SQ 11	SQ 10	SQ 9
SUN (18 Aug)	SQ 8	SQ 7	SQ 6	SQ 5	SQ 4	SQ 3	SQ 2	SQ 1
SUN (25 Aug)	SQ 3	SQ 4	SQ 5	SQ 6	SQ 7	SQ 8	SQ 9	SQ 10
SUN (1 Sept)	SQ 11	SQ 12	SQ 1	SQ 2	SQ 3	SQ 4	SQ 5	SQ 6
SUN (8 Sept)	SQ 7	SQ 8	SQ 9	SQ 10	SQ 11	SQ 12	SQ 1	SQ 2



ANNEXURE 'II'

(Refer to Para 22 of Gen Instrs Nodated

July 2024)



SMIT SIKKIM
MANIPAL
UNIVERSITY

SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY



ANNEXURE 'III'

(Refer to Para 23 of Gen Instrs Nodated July 2024)

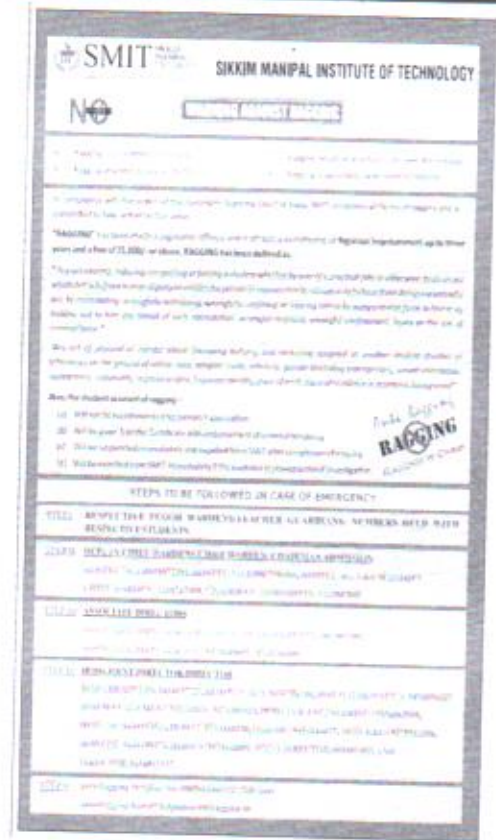
Ragging

- Ragging involves “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”.



MEASURES FOR PROHIBITION OF RAGGING

- Display of **Anti-Ragging posters** in and around campus and hostel premises.
- Presentation on **“ANTI-RAGGING”** to every classes.



MEASURES FOR PROHIBITION OF RAGGING

- **Anti-Ragging Undertaking** is sought from all the students and their parents.



MEASURES FOR PROHIBITION OF RAGGING

- **“Anti-Ragging Core Committee”** is constituted comprising of HOI, all ADs, HOD/HOO, SDPO, Chief Warden/ Wardens, Students' and parents' representative.



MEASURES FOR PROHIBITION OF RAGGING

- **Anti-Ragging Squad** is constituted comprising of 18 squads who are in constant vigilant around the campus to make it ragging free.
- Anti-Ragging squad leader are requested to submit report next day for timely resolution.
- Office staff of Associate Director (SA) visits each first year classes every working day to sought information regarding incident of ragging if any.
- **Videos on Anti-Ragging** circulated to all departments for periodic display.



MEASURES FOR PROHIBITION OF RAGGING

- Senior students are not permitted to visit Hostel Rooms, Classes or labs of the First Year students.
- No first year student is permitted to leave the class room without the permission of faculty members and will not go out to meet a senior student even if he is called out.
- No senior student will approach any junior student and demand anything in action or kind from to junior student.



Whom To Contact ????

Steps to be followed in case of emergency

- Step I – Respective Floor Warden/Teacher Guardians
- Step II – Warden/Chief Warden/Chairman Admission
- Step III – Associate Directors
- Step IV – HOD's / Director
- Step V – Anti-Ragging Helpline No. : 1800-180-5522
(Toll free)
Anti-Ragging E-mail: helpline@antiragging.in



Administrative Action:

- The Anti-Ragging Committee of the institution shall take an appropriate decision depending on the facts of each incident of ragging and, nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- The Anti-Ragging Committee may award, to those found guilty, one or more of the following punishments, namely;
 - Suspension from attending classes and academic privileges.
 - Withholding/ withdrawing scholarship/ fellowship and other benefits.



Administrative Action:

- Debarring from appearing in any test/ examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/ expulsion from the hostel.



Administrative Action:

- Cancellation of admission.
- Rustication from the institution for period ranging from one to four semesters.
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- Imprisonment up to three years and fine of Rs. 25000/.



Disciplinary Action:

- Debarring from appearing in any test/ examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/ expulsion from the hostel.

