

**SURYADATTA EDUCATION FOUNDATION'S
SURYADATTA INSTITUTE OF HEALTH SCIENCES
COLLEGE OF PHYSIOTHERAPY
BAVDHAN, PUNE-411021**

Date: 23-12-2025

Anti Ragging Committee Standard Operating Procedure for AY 2025 - 26

Initiation

(an initiative taken by college authorities to ensure safety, dignity and well being of students taking admission into the college while maintaining compliance according to the Maharashtra Prohibition of Ragging Act 1999. This also includes the students' individual registration on the UGC website and creating their reference IDs for the same.)



Nominate Committee Members

(Nomination of the committee members will be voluntary and based on the guidelines approved by University Grants Commission)



Constitution of the Committee

(The committee shall have one chairperson, faculty members, administrative staff, students – senior as well as junior, parent's representative, Police representative, local residential representative, representative from NGO, civil administration representative)



Assign Roles & Responsibilities

Chairperson: will lead the committee, make final decisions after discussing with other committee members and will make sure that the changes are implemented.

Faculty Members: Will monitor student behavior, conduct awareness programs, and function as the link between students and the administration.

Senior Students: Will encourage responsible behavior amongst peers and juniors, will report ragging incidents (if any), and will be mentors to junior students.

Administrative Staff: Will maintain records of complaints, assist in investigations, and ensure confidentiality of the reporting process.

Police Representative: Will provide legal advice when needed, especially for handling sensitive or complex cases.

Parents' Representatives: Will provide support and guidance for the committee and maintain communication with the students' families.

Local residential representative: Will be available to help students if need arises after college hours.

Civil administration representative: To provide guidance and help with legal issues if need arises

Representative from NGO: To maintain mental well – being and protect human rights of students.



Communicate Formation to Students/Staff

(The committee shall be displayed on notice board as well as on the college website)



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Conduct Training & Awareness Programs

(The students shall be sensitized about the different conducts of ragging and the punishments which are applicable in case of conduct of ragging.)



Set Up Reporting Mechanism (Online/Helpline)

(National Help line number is available for students to report any act of ragging in the campus and is displayed at various places in the campus. Contact no. – 1800-180-5522

Also the helpline number of MUHS is -0253-2539173 / 0253-02539179)



Monitoring of Ragging Incidents

(Faculty members will keep a close monitoring on students behaviours with their peers and juniors. A suggestion / Complaint box has been installed in the campus in front of reception desk where students can drop a written anonymous complaint)



Investigation and Action taken on Complaints

(If any incident is reported verbally / in writing, the committee shall have a meeting on urgent basis and the students involved will be called in front of the committee and appropriate action will be taken)



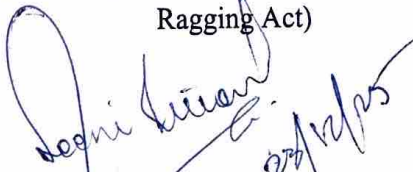
Submit Reports to Authorities

(If any action is taken against a report then the written report shall be submitted to the UGC via email Also the annual compliance report of the ARC shall be sent to UGC.)



Gather Feedback & Improve

(In case of any conduct of ragging, investigation and action will be carried out. A feedback will be taken after the action taken and students will be sensitized again about the anti Ragging Act)


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