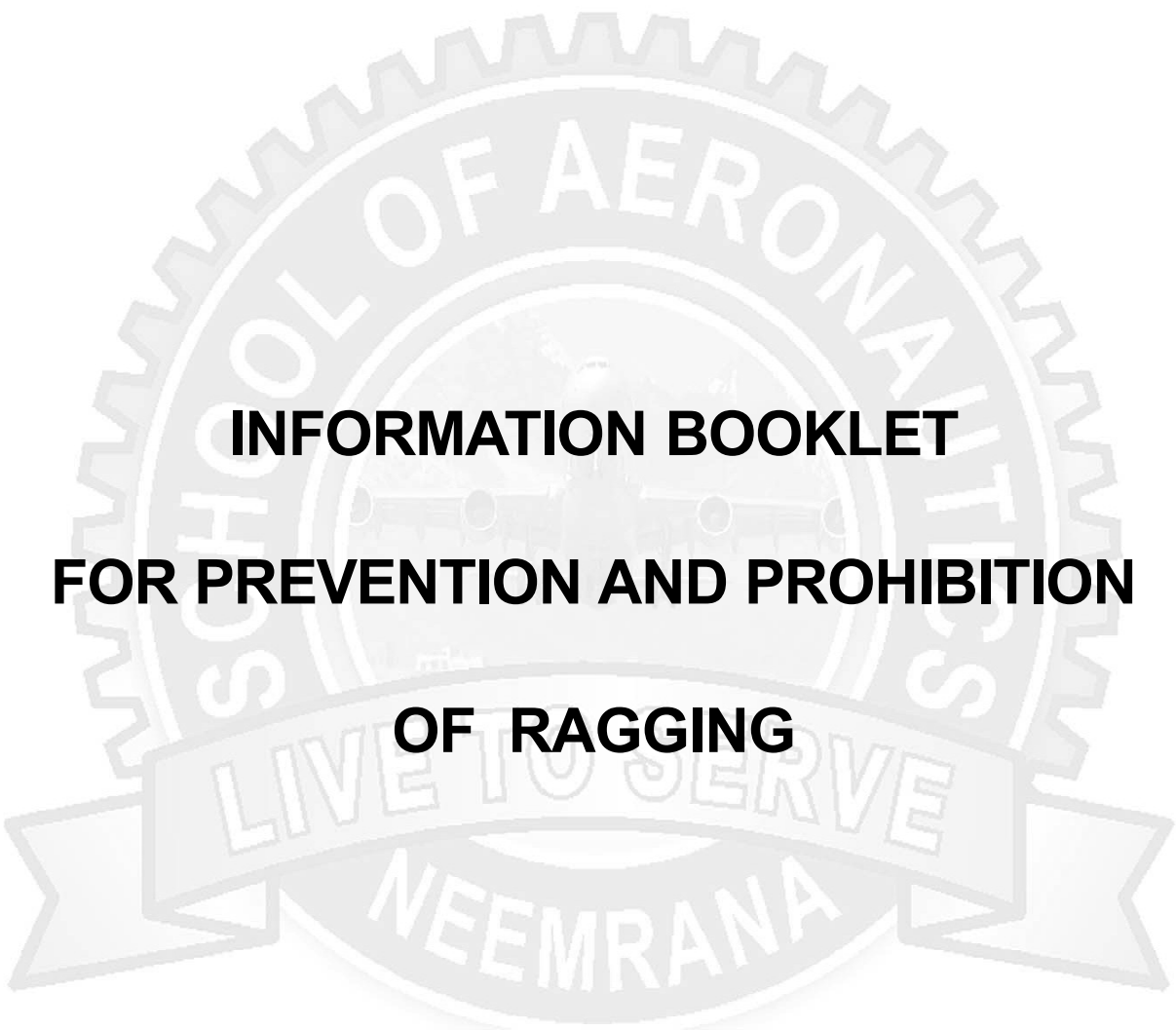


**School of Aeronautics (Neemrana)**

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan



**INFORMATION BOOKLET  
FOR PREVENTION AND PROHIBITION  
OF RAGGING**

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

Ref. No/SOA(N)/Anti-Ragging/08/2012-13

Dated:09/08/2012

## OFFICE ORDER

**Subject :**Formation of Institute level anti-ragging committee and squads

**Reference:**AICTE notification F.No.37-3/Legal/AICTE/2009 dated 25-03-2009

The Hon'ble Supreme Court of India has heard the above mentioned SLP's in relation to the menace of ragging in Technical Institutions/Universities/Colleges in the country. In this connection, a committee headed by Dr. R. K. Raghvan, former Director of CBI, for giving specific recommendations on effective prevention of ragging in educational institutions was constituted by the apex court. Accordingly, the committee had carried out a very detailed study on the various factors contributing for ragging and collected the public opinion. Further, the committee had submitted a detailed report with suitable recommendations and measures required to effectively curb the menace. The recommendations of the committee were duly accepted. The following directives have been issued to the educational institutes for necessary implementation by the Hon'ble Court and this Institute proposes to follow them.

### I. Factors Enlisted by the Committee:

1. Primary responsibility for curbing ragging rests with academic institutions themselves.
2. Ragging adversely impacts the standards of higher education.
3. Incentives should be available to institutions for curbing the menace and there should be disincentives for failure to do so.
4. Enrollment in academic pursuits or a campus life should not immunize any adult citizen from penal provisions of the laws of the land.
5. Ragging needs to be perceived as failure to inculcate human values from the schooling stage.
6. Behavioral patterns among students, particularly potential 'raggers', need to be identified.
7. Measures against ragging must deter its recurrence.
8. Concerned action is required at the level of the school, higher educational institution, district administration, University, State and Central Governments to make any curb effective.
9. Media and the Civil Society should be involved in this exercise.

## II. Recommendations approved by the Supreme Court.

1. The punishment to be meted out has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.
2. Every single incident of ragging where the victim or his parent/guardian or the Head of Institution is not satisfied with the institutional arrangement for action, a First Information Report must be filed without exception by the institutional authorities with the local police authorities. Any failure on the part of the institutional authority or negligence or deliberate delay in lodging the FIR with the local police shall be construed to be an act of culpable negligence on the part of the institutional authority. If any victim or his parent/guardian of ragging intends to file FIR directly with the police, that will not absolve the institutional authority from the requirement of filing the FIR.
3. In the prospectus to be issued for admission by educational institutions, it shall be clearly stipulated that in case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he shall be expelled from the educational institution.
4. It shall be the collective responsibility of the authorities and functionaries of the concerned institution and their role shall also be open to scrutiny for the purpose of finding out whether they have taken effective steps for preventing ragging and in case of their failure, action can be taken; for example, denial of any grant-in-aid or assistance from the State Governments.
5. Anti-ragging committees and squads shall be forthwith formed by the institutions and it shall be the job of the committee's recommendations, more particularly those noted above, are observed without exception and if it is noticed that there is any deviation, the same shall be forthwith brought to the notice of this Court.
6. The Committee constituted pursuant to the order of this Court shall continue to monitor the functioning of the anti-ragging **committees and the squads to be formed. They shall also monitor the implementation of the recommendations to which reference has been made above.**

# **School of Aeronautics (Neemrana)**

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## **III Action Taken by the Institute:**

Formation of Committees & Squads:

Complying with the directives of the Hon'ble Supreme Court of India, the Institute has formed the following anti-ragging committees and squads for overseeing the implementation of the provisions of the verdict with immediate effect :



# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## Anti-Ragging Committee

S.No.	Name	Profession	Address	Associated With	Mobile No. / Fax No.	E-mail Address
1	Dr. V.S. Bajpai	Principal	SOA, Neemrana	Teaching	9784661866	vsbajpai@gmail.com
2	Mr. K.I.A. Siddiqi	Teaching	SOA, Neemrana	Teaching	9314009023	kiasiddiqi@gmail.com
3.	Mr. Bipin kumar Dwivedi	Teaching	SOA, Neemrana	Teaching	9314009035	bipinaero@yahoo.co.in
4.	Mr. Ishwar Singh	Teaching	SOA, Neemrana	Teaching	9785349549	ishwarsingh4689@gmail.com
5.	Mr. R.N. Jha	Teaching	SOA, Neemrana	Teaching	8290445627	ramnareshjha91@yahoo.com
6.	SHO, Neemrana	Administration	Police station , Neemrana	Administration	01494-246255	
7.	Mr. Hem Singh	Media	Dainik Bhaskar Neemrana	News Paper	9414014671	
8.	Mr. Rajendra Prasad	NGO	Humana People	Humana People	9929010795	

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## Anti-Ragging Committee

S.No.	Name	Profession	Address	Associated With	Mobile No. / Fax No.	E-mail Address
9.	Mr. Amarjeev Saxena	Accountant	SOA, Neemrana	Accounts	9887645793	amarjeevsaxena@yahoo.com
10.	Ms. Vijay Laxmi Verma	Warden (Girls)	SOA, Neemrana	Girls Hostel	9311209015	vijaylaxmiverma@gmail.com
11.	Mr. Rajendra Prasad	Warden (Boys)	SOA, Neemrana	Boys Hostel	9413891827	prasad171198@gmail.com
12.	Mr. Pankaj Bishnoi	Student	SOA, Neemrana	SOA, Neemrana	9782978129	bishnoi.pankaj@yahoo.in
13.	Mr. Hitesh Tak	Student	SOA, Neemrana	SOA, Neemrana	9509453090	hitant@gmail.com
14.	Mr. Chanakya Mishra	Student	SOA, Neemrana	SOA, Neemrana	9602163773	chanakyamishra@yahoo.com
15.	Ms. Abhilasha Awasthi	Student	SOA, Neemrana	SOA, Neemrana	8107062696	a.abhilasha04@gmail.com
16.	Mr. Babu T Simon	Registrar	SOA, Neemrana	Administration	9636016027	regitrar.soa@gmail.com

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## Anti - Ragging Squads

### Squad- I (General)

Name of the Staff	Position	Designation
1. Mr. K.I.A. Siddiqi	Convener	Associat Professor
2. Mr. Bipin Kumar Dwivedi	Member	Associat Professor
3. Mr. Babu T. Simon	Member	Registrar

### Squad- II (Dining Hall)

Name of the Staff	Position	Designation
1. Mr. R.N. Jha	Convener	Asstt. Professor
2. Ms.Vijay Laxmi Verma	Member	Warden-Girls
3. Mr. Rajendra Prasad	Member	Warden-Boys

### Squad- III (Library , Games & Sports)

Name of the Staff	Position	Designation
1. Mr. Vinay Chauhan	Convener	Librarian
2. Mrs.Poonam Chauhan	Convener	Librarian
3. Ms.Vijay Laxmi Verma	Member	Warden-Girls
4. Mr. Rajendra Prasad	Member	Warden-Boys

### Squad- IV (Hostel & Transport)

Name of the Staff	Position	Designation
1. Mr. Bipin Kumar Dwivedi	Convener	Asstt. Professor
2. Ms.Vijay Laxmi Verma	Member	Warden-Girls
3. Mr. Rajendra Prasad	Member	Warden-Boys
4. Mr. Amarjeev Saxena	Co-Convener	Account Executive

The members of the squad will be responsible for keeping a regular check in the campus for any kind of ragging and to ensure vigil at odd hours at hostel, inside Institute premises as well as privately commercially managed hostels.

# **School of Aeronautics (Neemrana)**

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

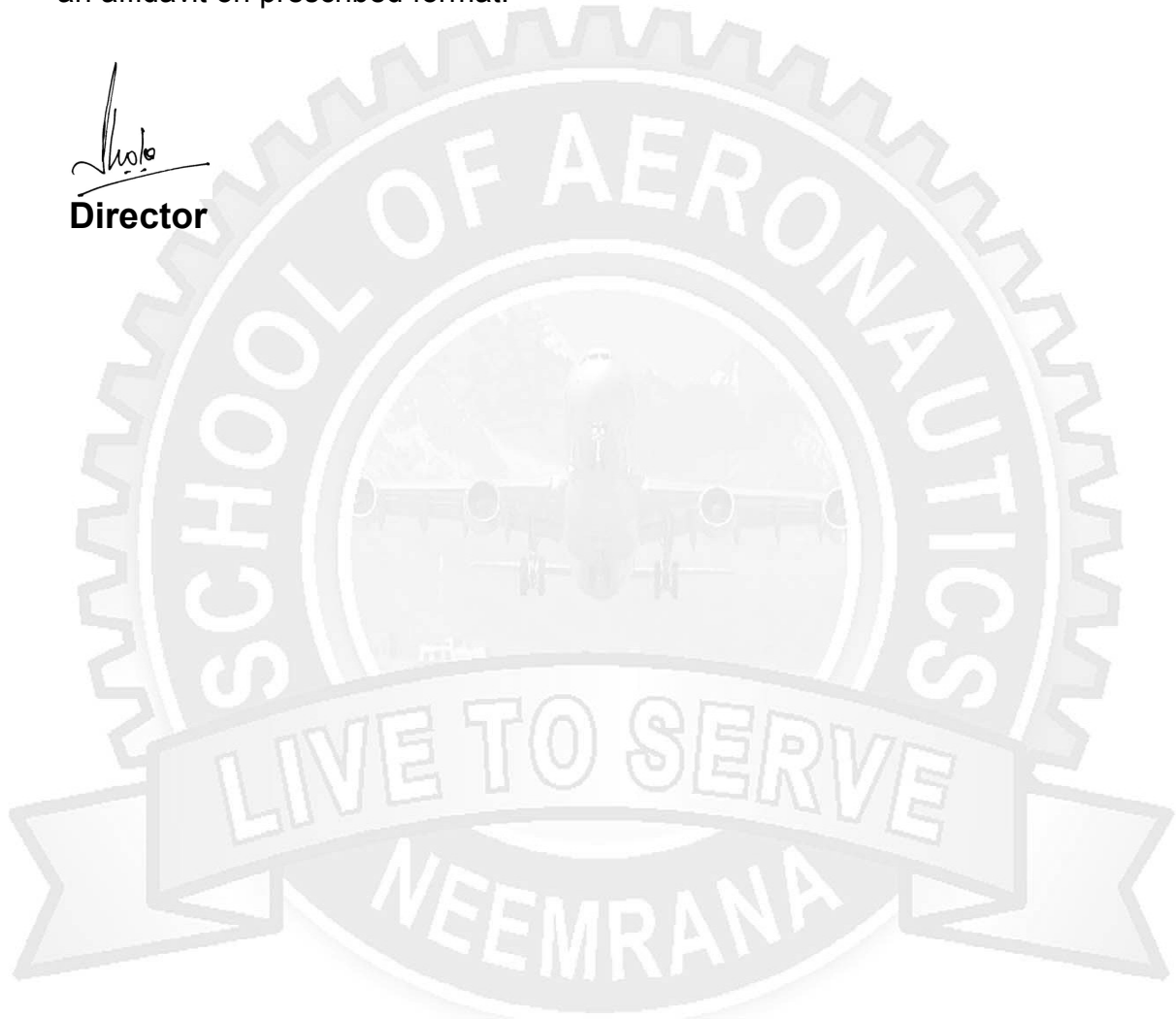
## **IV Affidavit & or Undertaking from Students, Parents, Teaching & Non Teaching Staff, Contract Labour, Gaurd**

Each of the student of the Institute and his/her parent or gaurdian are required to submit an affidavit in the prescribed format which is mandatory for registration.

All Teaching & Non Teaching Staff, Contract Labour and Gaurds are required to submit an affidavit on prescribed format.



**Director**





# **SCHOOL OF AERONAUTICS**

## **ANTI RAGGING POLICY**

### **1. OBJECTIVES**

In view of the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging including 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, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or 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, 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, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the School of Aeronautics (Neemrana) brings forth these Regulations.

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

Ragging has been declared a criminal offence by the Supreme Court of India and has made it obligatory for academic institutions to file official "First Information Report" with the police in any instance of a complaint of ragging.

For the Prevention of Ragging the School of Aeronautics, Neemrana has taken following anti -ragging measures:

## 2. Before and During Admission and Registration

- a. Anti - Ragging committee (Annexure -1) and Anti - Ragging squads (Annexure-2) with Anti - Ragging Helpline Telephone numbers (Annexure - 3) are published and are issued to every student taking admission in the School of Aeronautics, Neemrana.
- b. Every student and his/her parent/gaurdian has to file an affidavit owing not to indulge in ragging.
- c. The School of Aeronautics has prominently displayed posters detailing laws and punishment against ragging.
- d. Anti - Ragging squad will ensure vigil at odd hours during at least first six months at hostels, inside institute premises as well as privately managed hostels.

## 3. After Admission

- a. Printed leaflets are given to every fresher detailing telephone numbers of the Anti - Ragging Helpline.
- b. Identity of informants of ragging incidents are fully protected.
- c. Faculty members are required to make surprise visits and to maintain a diary of his / her interaction with the freshers.
- d. Freshers are to be lodged, as for as may be, in a separate hostel block.
- e. Minimum of 7 to 15 days gap is given for start of the new session between fresher and old students.
- f. A letter is to be sent to parents / guardian of students who are completing their first/ second/third year in the institution informing them about regulation.

# **School of Aeronautics (Neemrana)**

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## **SECTION - R-1**

### **School of Aeronautics (Neemrana) Regulations on Ragging as per the Directives of the Honorable Supreme Court**

#### **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 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;
- 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, posts, 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.
- j. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## Punishments

Depending upon the nature and gravity of the offence as established the possible punishments as per School of Aeronautics (Neemrana) section R-1, for those found guilty of ragging at the institution level, shall be any one or any combination of the following:

1. Suspension from attending classes.
2. Withholding / Withdrawing scholarship/fellowship and other benefits.
3. Debarring from appearing in any test / examination or other evaluation process.
4. Withholding results.
5. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
6. Suspension / expulsion from the hostel.
7. Cancellation of admission.
8. Rustication from the institution for period ragging from 1 to 4 years.
9. Expulsion from the institution and consequent debarring from admission to any other institution.
10. Fine between Rs. 25,000/- to Rs. 1,00,000/-
11. Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggars.
12. Rigorous imprisonment with fine ranging from one year to seven years as decided by the honorable court.

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

To,

**The Anti Ragging Committee**  
**School of Aeronautics (Neemrana)**  
I-04 RIICO Industrial Area, Neemrana  
Dist. Alwar, Rajasthan.

**Respected Sir,**

I have been ragged by following student(s) in Institute / Hostel / Outside Institute, at \_\_\_\_\_ (Time), on \_\_\_\_\_ (Date)

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I have been ragged in the following manner :

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In this regard, I request you to kindly take necessary action against the accused person.

Thanking you.

Yours faithfully

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## AFFIDAVIT BY THE STUDENT

1. I.....  
Registration No..... Batch No..... Semester.....  
Son/Daughter of Shri/Smt.....  
have received a copy of the School Of Aeronautics, Neemrana Regulations on Curbing the menace of Ragging, carefully read and fully understood the provisions contained in the said Regulations.
2. I have read the Regulations (Section - R-1) of School Of Aeronautics, Neemrana and I am aware as to what constitutes ragging.
3. I am fully aware of the penal and administrative action that is 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 aver and undertake that :-
  - a. I will not indulge in any behaviour or act that may be constituted as raging under Section R-1 of the Regulations.
  - b. I will not participate in or abet or propagate through any act or commission or omission that may be constituted as ragging under Section R-1 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to School Of Aeronautics, Neemrana Regulations, without prejudice to any other criminal actions 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 the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this..... day of..... Month of..... year.

\_\_\_\_\_  
Signature of deponent

### VERIFICATION

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

Verified at..... (Place) on this the.....  
(Day) of..... (Month)..... Year.....

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day)  
of.....,  
(Month),..... year.....  
after reading the contents of this affidavit.

**OATH COMMISSIONER**

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## AFFIDAVIT BY HOSTEL STUDENT

1. I.....  
Registration No..... Batch No..... Semester.....  
Son/Daughter of Shri/Smt.....  
have received a copy of the School Of Aeronautics, Neemrana Regulations of the hostel on Curbing the menace of Ragging, carefully read and fully understood the provisions contained in the said Regulations.
2. I have read the Regulations (Section - R-1) of School Of Aeronautics, Neemrana and I am aware as to what constitutes ragging.
3. I am fully aware of the penal and administrative action that is 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 aver and undertake that :-
  - a. I will not indulge in any behaviour or act that may be constituted as raging under Section R-1 of the Regulations.
  - b. I will not participate in or abet or propagate through any act or commission or omission that may be constituted as ragging under Section R-1 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to School Of Aeronautics, Neemrana Regulations, without prejudice to any other criminal actions 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 the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this..... day of..... Month of..... year.

\_\_\_\_\_  
Signature of deponent

### VERIFICATION

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

Verified at..... (Place) on this the.....  
(Day) of..... (Month)..... Year.....

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day)  
of.....  
(Month),..... year.....  
after reading the contents of this affidavit.

**OATH COMMISSIONER**

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## AFFIDAVIT BY THE PARENT / GUARDIAN

1. I Mr./Mrs./ Ms.....  
(full name of the parent / guardian)  
father / mother / guardian of Mr. / Ms.....  
Registration No..... Batch No..... Semester.....  
have received a copy of the School Of Aeronautics, Neemrana Regulations on Curbing the menace of Ragging and have carefully read and fully understood the provisions contained in the said Regulations.
2. I have read the Regulations (Section - R-1) of School Of Aeronautics, Neemrana and I am aware as to what constitutes ragging.
3. I am fully aware of the penal and administrative action that is 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 aver and undertake that
  - a. My ward will not indulge in any behaviour or act that maybe constituted as raging under Section R-1 of the Regulations.
  - b. My ward will not participate in or abet or propagate through any act or commission or omission that may be constituted as ragging under Section R-1 of the Regulations.
5. I hereby affirm that, if my ward is found guilty of ragging, he/she will be liable for punishment according to School Of Aeronautics, Neemrana Regulations, without prejudice to any other criminal actions 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 the declaration is found to be untrue, I am aware that my ward's admission is liable to be cancelled.

Declared this..... day of..... Month of..... year.

\_\_\_\_\_  
Signature of deponent

### VERIFICATION

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

Verified at..... (Place) on this the.....  
(Day) of..... (Month)..... Year.....

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day)  
of.....,  
(Month),..... year.....  
after reading the contents of this affidavit.

**OATH COMMISSIONER**



# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## AFFIDAVIT BY THE FACULTY MEMBER/NON TEACHING STAFF/ CONTRACT LABOUR/GUARD

1. Mr./Mrs./ Ms.....  
(full name of the person)  
son/daughter/wife of Mr. ....  
working as.....  
have received a copy of the School Of Aeronautics, Neemrana Rules & Regulations which also include regulations on Curbing the menace of Ragging, carefully read and fully understood the provisions contained in the said Rules & Regulations.
2. I have read the Regulations (Section - R-1) of School Of Aeronautics, Neemrana and I am aware as to what constitutes ragging.
3. I will report promptly any case of ragging which comes to my notice.
4. I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found negligent or display an apathetic or insensitive attitude towards complaints of ragging or if I do not take timely steps in the prevention of ragging and punishing those who rag.
5. I hereby affirm that, if found guilty of not reporting case of ragging, I am liable for punishment according to School of Aeronautics, Neemrana Regulations, without prejudice to any other criminal actions that may be taken against me under any penal law or any law for the time being in force.

Declared this..... day of..... Month of..... year.

\_\_\_\_\_  
Signature of deponent

### VERIFICATION

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

Verified at..... (Place) on this the.....

(Day) of..... (Month)..... Year.....

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day)  
of.....(Month),..... year.....

after reading the contents of this affidavit.

**OATH COMMISSIONER**

# School of Aeronautics (Neemrana)

I-04 RIICO Industrial Area, Neemrana, Dist. Alwar, Rajasthan

## Undertaking from the students as per the provisions of anti-ragging verdict by the Hon'ble Supreme Court

I Mr./Ms. \_\_\_\_\_

Batch No. \_\_\_\_\_ Registration No. \_\_\_\_\_

Course \_\_\_\_\_ Semester \_\_\_\_\_

student of School of Aeronautics, Neemrana do hereby undertake on this day \_\_\_\_\_ month  
\_\_\_\_\_ year \_\_\_\_\_ the following.

1. That I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging and the measures proposed to be taken in the above reference.
2. That I understand the meaning of ragging and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.
3. That I have not been found or charged for my involvement in any kind of ragging in past. However, I undertake to face disciplinary action/legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future.
4. That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Government of India and the Institute authorities for the purpose from time to time.

**Date:**

**Signature of Student**

I hereby fully endorse the undertaking made by my child/ward.

**Signature of Mother/Father and or Guardian**

**Witness:**