



Internal Quality Assurance Cell

DVV Clarifications

5.1.4 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

HEI Input: A. All of the above

DVV suggested Input: D. 1 of the above

Findings of DVV

HEI input changed as per proofs provided.

Response of HEI:

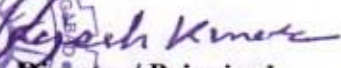
A. All of the above

HEI is providing all the record related to- Implementation of guidelines of statutory/regulatory bodies, Organisation wide awareness and undertakings on policies with zero tolerance, Mechanisms for submission of online/offline students' grievances, Timely redressal of the grievances through appropriate committees


IQAC Coordinator
Coordinator

Internal Quality Assurance Cell
SITYOG Institute Of Technology




Director/ Principal



सीतयोग प्रौद्योगिकी संस्थान, औरंगाबाद , बिहार
SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

Approved by AICTE Under Govt. of India (Ministry of HRD), Aryabhata Knowledge University, Patna (B. Tech, BBA, BCA & BA(J&MC)); State Board of Technical Education (SBTE), Patna (Diploma)

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Implementation of guidelines of statutory/regulatory bodies

Sr. No	Document provided
1	Institutional Grievance Policy
2	Committees formed
3	AICTE Notification
4	UGC Posters displayed on Notice Board



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Institutional Grievance Policy

The institute has well defined Grievance redressal Policy to address any kind of grievance. Various committees like Women's cell, internal complaint committee. Anti ragging committee, SC/ST Grievance Redressal committee etc. are formed under an umbrella of Grievance Redressal Committee (GRC) for taking appropriate action against any grievance.

1.1 Grievance Redressal Mechanism (GRM)

Grievance Redressal is a management- and governance-related process adopted in Institute. The term "Grievance Redressal" primarily covers the receipt and processing of complaints from stakeholders, a wider definition includes actions taken on any issue raised by them to function as per their roles more effectively. The institute has a Grievance Redressal Committee, which takes care of any kind of Grievance occurring in the organization.

The effectiveness of implementation of a Grievance Redressal Mechanism (GRM) can be calculated with the following parameters:

- Count of cases received
- Nature of cases received
- Time taken for corrective action
- Escalations required
- Confirmations & rejections after completion
- Repeat nature of grievances

1.1.1 Process

- Input acceptance: Faculty members/ staff members and students may convey their grievance to the organization through online mechanism available on institute's website. They may also submit their grievances through feedback forms, emails or in person to the Grievance Redressal Committee.
- Anonymity: Complainants are often reluctant to report grievances that target individual faculty or staff members of the organization. To avoid such issues the committee assures that Complainant identity will be hidden from others, and preferably from everyone.

1.1.2 Work Flow

The objective of this cell is to deal with redress of grievance. The aggrieved individuals (Faculty/staff/students) shall indicate the details of his/her grievance and the same to the principal, who in turn will refer the same to the concern redressal committee. The grievance of the individual will be given fair and reasonable opportunity to be heard in detail before the chairman and other members of the concerned committee in a peaceful and conciliatory environment depending upon the issue if need to be, appropriate evidence in the form of a material evidence or personal witness may be introduced by the aggrieved person. The coordinator of the committee, in constitution with the member(s) will submit the report to the principal at the earliest possible time. The principal in turn, depending upon nature, magnitude and jurisdiction of the issue, will arrange for the appropriate and early measure of redressal of grievance, under the management and same will be communicate to the 'aggrieved person'. All the proceeding, of the Grievance Mechanism will be suitably documented and recorded.

1.1.3 Terms of Reference of the Grievance Redressal Committee





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- Any employee of the college could address his/her grievance in writing to the Chairman of the Committee.
- The grievance could be arising out of policy matters or personal reasons.
- Whenever an employee wishes to put forth any claim or seeks redress of any grievance or of any wrong, which he deemed having been done to him, he must forward his case through proper channel, and shall not forward such advance copies of his application to any higher authority, unless the lower authority has rejected the claim, or refused relief, or the disposal of the matter is delayed by more than three months.
- No employee shall be a signatory to any joint representation addressed to the authorities for redress of any grievance or for any other matter.
- The committee shall call for meeting within a week of receiving any grievance and submit its recommendations to the Director within a fortnight of having received a grievance. The process could be expedited at the discretion of the Chairman of committee if the grievance be of such a nature which may need immediate attention.
- Three members of the committee, present in person, shall constitute a quorum at any meeting of the committee.
- The decision of the principal/ Director will be final

1.2 Women's Cell / Anti-Sexual Harassment Cell

The Institution has established Women's Cell with the objectives of redressing the grievances of the students and the staff, of any sort related to women. It provides confidential and supportive environment for members of the campus community who might likely have been sexually harassed; advises complainant of the informal and formal means of redressal; ensures the fair and timely redressal of sexual harassment complaints. It also provides information regarding counselling and support services on the campus, and promotes awareness about sexual harassment through educational initiatives that encourages and fosters a respectful and safe campus environment.

1.2.3 Objectives of the Cell

- To provide a platform for listening to complaints and redressal of grievances.
- To incorporate hygienic habits and ensure a healthy atmosphere in and around the university premises.
- To prevent sexual harassment and to promote general well-being of female students, teaching and non-teaching women staff of the institute

1.2.4 What is Sexual Harassment?

According to the Supreme Court Order, sexual harassment is any unwelcome:

- Physical contact and advances
- Demand or request for sexual favour
- Sexually coloured remarks
- Display of pornography
- Any other unwelcome physical, verbal and non-verbal conduct of a sexual nature.
- Basically it is any unwelcome words or actions of sexual nature.

1.2.5 Functions of the Cell

- To provide a neutral, confidential and supportive environment for members of the campus community who may have been sexually harassed;



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- To advice complainants of the informal and formal means of resolution as specified by the Cell;
- To ensure the fair and timely resolution of sexual harassment complaints;
- To provide information regarding counselling and support services on the campus;
- To ensure that students, faculty and staff are provided with current and comprehensive materials on sexual harassment and assault;
- To promote awareness about sexual harassment through educational initiatives that encourages and fosters a respectful and safe campus environment

1.2.6 Goals of the Cell

The Cell seeks to achieve

- Awareness Through Dissemination of Information - through production, distribution and circulation of printed materials, posters and hand-outs.
- Awareness Through Workshops - about sexual harassment for faculty, non-teaching staff and students. The aim is to develop non-threatening and non-intimidating atmosphere of mutual learning.
- Awareness by Counselling - Confidential counselling service is an important service as it provides a safe space to speak about the incident and how it has affected the victim because sexual harassment cases are rarely reported as it is being a sensitive issue.

1.2.7 Preventive steps

It will be the endeavour of the committee:

- To facilitate a safe environment that is free of sexual harassment.
- To promote behaviours that create an atmosphere that ensures gender equality and equal opportunities.

1.2.8 Remedial

- To ensure that the mechanism for registering complaints is safe, accessible and sensitive.
- The mechanism for registering complaints is safe, accessible and sensitive.
- To take cognizance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the victims, recommend penalties and take action against the harasser, if necessary
- To advice the competent authority to issue warnings or take the help of the law to stop the harasser, if the complainant consents.
- To seek medical, police and legal intervention with the consent of the complainant
- To make arrangements for appropriate psychological, emotional and physical support (in the form of counselling, security and other assistance) to the victim if so desires

1.2.9 Procedure for Registering Complaints

- All complaints must be brought by the complainant in person to any member of the committee. The exception for this will be in case of forced confinement of the person, In such a case, brought by another person on behalf of the complainant, the

Committee will examine whether an investigation, intervention or some other assistance needed. In exceptional cases, third party/witness complaints may be entertained. In such cases, the committee will ascertain whether the person alleged to have been harassed wishes to lodge a formal complaint. Once such a complaint is received the committee shall proceed to investigate it as per the procedure specified.





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- A complainant can go directly to the competent authority. However, in such cases, which should be exceptional, the complainant should give reasons for doing so. In such cases, it is open to the competent authority to refer the complaint back to the appropriate committee/authority.

1.2.10 Enquiry Procedure

A suggested enquiry procedure would be as follows:

- Any person may register a complaint of Sexual Harassment against any student, employee or third party of the Institute or vice versa, with the Chairperson or, at their choice, any of the other members of the committee. They should do so at the earliest point of time, but preferably within 30 days of occurrence of the alleged incident.
- The complaint may be made orally or in writing. If the complaint is made orally, the complainant will be requested to confirm the complaint in writing and sign it.
- The committee, or a minimum of 3 members of the full Committee, will meet with the complainant latest within 30 days of receipt of the complaint. They will inform the complainant of this meeting date at the earliest.
- At the first meeting with the Committee, the Complaint will be heard and his/her statements will be recorded. The complainant will be asked to produce any corroborative material that can substantiate the complaint.
- The committee will record the proceedings of the enquiry, and the attendance of all parties present at any of the meetings
- Thereafter, the person accused of the alleged Sexual Harassment will be called for a meeting with the Committee. The letter of invitation will mention the fact that a complaint has been registered against him/her. During the meeting the complaint will be related to the Accused in detail, and the Accused will be given the opportunity to provide his/her view of the situation.
- The Committee will provide the Accused with a copy of the statement of allegation made by the Complainant, and provide the Accused with an opportunity to submit a written response, should he/she so desire, within 15 days of receipt of the statement.
- The Complainant will be provided with a copy of the written response submitted by the Accused.
- If the Complainant or the Accused want to call on witnesses, they must write to the Committee with the names and contact details of those witnesses, after which the Chairperson of the Committee will call the witnesses.
- If the Complainant wishes to provide any documentary evidence, he/she must supply true copies of those documents to the Chairperson of the Committee. Similarly, if the Accused wishes to tender any documentary evidence, he/she will be requested to provide true copies of those documents to the Complainants Committee. To ensure that the documents are considered as true copies, parties will be required to sign the documents submitted.
- After having heard both parties, the Committee will conduct an enquiry into the evidence provided by both parties. The enquiry may include meeting with witnesses, consultation with experts and any other activities required to establish a balanced view of the case.
- The committee will provide every reasonable opportunity to the Complainant and to the Accused to put forward, and defend their respective cases.
- The Committee will complete the enquiry as soon as is reasonably possible. and communicate its findings and its recommendations for the disciplinary action, if any, to the Competent Authority





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- In case the complaint registered by the Complainant is found to be frivolous or false, the Complainant will be liable for punishment.

1.2.11 Redressal

The complaints may be addressed as follows:

- The committee can ask the Institute to suspend the alleged harasser from an administrative post/classes if his/her presence is likely to interface with the enquiry
- The victim of sexual harassment as per the Supreme Court judgment will have the option to seek transfer of the perpetrator or their own transfer where applicable
- The Head of the Institution upon receipt of the enquiry report shall refer the same to the Governing Body / Executive Council and Institute disciplinary action on the basis of the recommendations of the Complaint Committee under relevant service rules.
- The disciplinary action will be commensurate with the nature of the violation
- In the case of Institute employee, disciplinary action could be in the form of
 - Warning
 - Written apology
 - Bond of good behaviour
 - Adverse remarks in the confidential report
 - Debarring from supervisory duties
 - Denial of membership of statutory bodies
 - Denial of re-employment
 - Stopping of increments/promotion
 - Reverting, demotion
 - Suspension
 - Dismissal
 - Any other relevant mechanism
- In case of students, disciplinary action could be in the form of:
 - Warning
 - Written apology
 - Bond of good behaviour
 - Debarring entry into a hostel/campus
 - Any other relevant mechanism

1.3 Protection against Victimization

It has an obligation to ensure that a person who registers a complaint in good faith and without malice is protected, and will not allow a person raising a concern to be victimized for doing so. In the unfortunate event where, despite the best of precautions, the Complainant would be victimized, shall treat this as a serious matter and take disciplinary action against the perpetrator.

1.4 Anti-Ragging Committee

Anti-ragging committee will be the supervisory and advisory committee on matters of planning action for building and preserving a culture of ragging free environment in the institute campus. Anti-ragging committee does checks regularly places like hostels, buses, canteens, classrooms and other places of student congregation, for any incidences





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of ragging, and shall educate the students at large in the college about menace of ragging and related punishment provisions. Anti ragging committee will be involved in designing strategies and action plan for curbing the menace of ragging in the institute by adopting array of activities

1.5 Caste Based Discrimination Prevention Committee/ SC-ST Grievance Redressal Committee

1.5.3 Aims and Objectives

- To oversee the effective implementation of policies and programmes for the SC/ST
- To provide guidance, counselling and resolve issues pertaining to the Caste Based Discrimination in the institute
- To enhance the diversity within the campus.

1.5.4 Functions

- To ensure equity and equal opportunity to the community.
- To help individuals or a group of students belonging to the SC/ST regarding issues related to Caste Based Discrimination

To sensitize the college on the problems of Caste Based Discrimination

Chairman





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Ref. No. SIT/R/ 155/23

Date: 10/07/2023

Notice

Students Grievance Redressal Committee

As AICTE has notified All India Council for Technical Education (Redressal of Grievance of Students) Regulations, 2019 vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019 for establishment of grievance redressal mechanism for all AICTE approved Technical Institutions.

The Governing Body of SITYOG Institute of Technology has constituted 'A Student Grievance Redressal Committee (SGRC) for students already enrolled and seeking admission in institute in order to provide opportunities for Rederssal of certain grievances.

The Committee comprises of the following members:

Sr. No	Name	Designation	Position	Phone	E-mail id
1	Dr. R. K. Singh	Director	Chairperson	9322698410	sityog@gmail.com
2	Mr. Suraj	Dean Academic	Member	9334127770	apsuraj.sityog@gmail.com
3	Mrs. Sadhana	Assistant Professor	Member	7667145154	hrdsityog@gmail.com
4	MD Faraz Ahmad	Assistant Professor	Member	8405049720	welfare.sityog@gmail.com
5	Mr. Aman Kr. Dubey	Student	Junior Student Representative	6204442764	Dubeyamankumar151@gmail.com
6	Ms. Vandana	Student	Senior Student Representative	9801299947	Vandanakumari15082002@gmail.com

Sd.

Rejeesh Kumar

(Director)



cc

- ❖ For kind information of Hon'ble Chairman /Secretary
- ❖ Dean
- ❖ All H.O.D
- ❖ Person Concerned
- ❖ Notice Board



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Ref. No. *SIT/R/151/23*

Date: *10/04/2023*

Notice

Internal Complaint Committee

The Governing Body of SITYOG Institute of Technology has constituted Internal Complaint Committee (ICC) as per Section 4 All India Council for Technical Education Regulations, 2016 (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions.

The Committee comprises of the following members:

Sr. No	Name	Designation	Position	Phone	E-mail id
1	Ms. Renu Singh	Director- SE&E Pvt Ltd	Chairman	7021432202	info@sityog.in
2	Ms. Geeta Singh	Professor- Gov College	Member	8521346983	Geetasingh83@gmail.com
3	Mrs. Sadhana	Assistant Professor	Member	7667145154	Hrdsityog@gmail.com
4	Dr. Shweta Sinha	HOD	Member	9546677813	Ssinha.sityog@gmail.com
5	Dr. S. K. Jha	Associate Prof.	Member	8800573358	Skjha12@yahoo.com
6	Mrs Anshu Kumari	Librarian	Member	9102315555	anshuupadhya11@gmail.com
7	Mr. Sumit Kumar	Admin.	Member	6205113970	Sumitsingh1990@gmail.com
8	Mr. Aman Kr. Dubey	Student	Junior Student Representative	6204442764	Dubeyamankumar151@gmail.com
9	Mr. Giri Raj Kumar	Student	Senior Student Representative	9801874637	rajgiri37@gmail.com
10	Ms. Vandana	Student	Senior Student Representative	9801299947	Vandanakumari15082002@gmail.com

ICC shall comply with the procedure prescribed in the aforementioned AICTE Regulation, 2016 and the Sexual Harassment Act for inquiring into the complaint in a time bound manner

cc

For kind information of Hon'ble Chairman /Secretary

- ❖ Hon'ble Director
- ❖ Dean, Academics
- ❖ Principal Diploma
- ❖ All H.O.D
- ❖ Human Resource Department
- ❖ Examination Department

Rajesh Kumar
(Director)





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Ref. No. *SIT/R/151/23*

Date: *10/04/2023*

Notice

Anti-Ragging Committee

In view of the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16th May 2007 and in Civil Appeal number 887 of 2009, dated 08th May 2009 the Governing Body of SITYOG Institute of Technology has constituted the following committee to eradicate / prohibit the ragging.

The Committee comprises of the following members:

Sr. No	Name	Designation	Member of Anti – Ragging Committee	Phone	E-mail id
1	Dr R. K. Singh	Director	Chairman	9322698410	sityog@gmail.com
2	Mr. Arvind Kumar Singh	Sub-inspector	Representative of Police Administration	7004783350	-
3	Mr. R. Pathak	Chief- Editor	Representative of Local Media	9431602133	rajendrapathak88@gmail.com
4	Dr. Niranjay Kumar	Secretary J-Red Cross	Youth Representative	9771102708	dmiranjaykumar71@gmail.com
5	Mr. Suraj	Academic Dean	Faculty Representative	9334127770	apsuraj.sityog@gmail.com
6	Dr. Shweta Sinha	Assistant Professor	Faculty Representative	9546677813	ssinha.sityog@gmail.com
7	Mrs. Sadhana	Assistant Professor	Faculty Representative	7667145154	hrdsityog@gmail.com
8	Mr. A.K Sinha	Head Clerk	Parent Representative	9308112789	sinhaak1976@gmail.com
9	Mr. Aman Kumar Dubey	Student	Junior Student Representative	6204442764	dubeyamankumar151@gmail.com
10	Miss Vandana Kumari	Student	Senior Student Representative	9801299947	vandanakumari15082002@gmail.com

All members are requested to co-operate in maintaining conducive academic atmosphere for our students both in the college & hostel premises.

Sd.

Devesh Kumar

cc

- ❖ For kind information of Hon'ble Chairman /Secretary
- ❖ Dean
- ❖ All H.O.D
- ❖ Person Concerned
- ❖ Notice Board





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Ref. No. *SIT/R/153/23*

Date: *10/04/2023*

Notice

SC/ST Committee

The Governing Body of SITYOG Institute of Technology has constituted a Committee for SC/ST to supports students in the reserved category and provides special inputs in areas where the students experience difficulties.

The Committee comprises of the following members:

Sr. No	Name	Designation	Position	Phone	E-mail id
1	Mr. Ajay Paswan	GOB Member	Chairman	9934711891	paswanajay78@gmail.com
2	Mrs. Sita Singh	Social Worker	Member	9431477927	anshu5668@yahoo.co.in
3	Mrs. Sadhana	Assistant Professor	Member	7667145154	hrdsityog@gmail.com
4	Mr Rambilas Das	Assistant Professor	Member	6263239697	rambilasdas721993@gmail.com
5	Mr. Nagendra Kumar	Lecturer	Member	9905758246	kumamagendar15@gmail.com
6	Mr. Indrajeet Kumar	Lecturer	Member	7667363365	Indrajeetce006@gmail.com

The committee would conduct regular remedial coaching classes on life skills, personality development, writing assignments and making presentations, as well as Hindi and local language classes. The Committee also is expected to organize interactive sessions and informal meetings with students to attend to their personal, social and academic problems.

All members are requested to co-operate in maintaining conducive academic atmosphere for our students both in the college & hostel premises.

Sd.

cc

- ❖ For kind information of Hon'ble Chairman /Secretary
- ❖ Hon'ble Director
- ❖ Dean, Academics
- ❖ Principal Diploma
- ❖ All H.O.D
- ❖ Human Resource Department
- ❖ Examination Department
- ❖ Person Concerned
- ❖ Notice Board



Rajesh Kumar



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Ref. No. SIT/R/ 253/22

Date: 12-03 -2022

Notice

Grievance Redressal Committee

As per the Regulations, 2019 vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019. (Redressal of Grievance of Students), The Governing Body of SITYOG Institute of Technology has constituted 'A Grievance Redressal Committee (GRC) for faculty/staff members to provide opportunities for Rederssal of certain grievances of Faculty/Staff Members.

The Committee comprises of the following members:

Sr. No	Name	Designation	Position	Phone	E-mail id
1	Dr. R. K. Singh	Director	Chairman	9322698410	sityog@gmail.com
2	Dr. S. K. Jha	Associate Prof.	Member	8895852598	skjha59@yahoo.com
3	Mr. Saroj Ranjan	Assist. Prof.	Member	7654123742	bvpsarojranjan@gmail.com
4	Mr. Samarjit Singh	Assist. Prof.	Member	7008498940	bvpsarojranjan@gmail.com
5	Mr. Ashwini Mishra	Assist. Prof./ Boys Warden	Member	8318144852	mishraashwini48@gmail.com
6	Ms. Bibha Kumari	Assist. Prof.	Member	8076069643	bibhakumari.cs@gmail.com
7	Ms. Shivani Rai	Assist. Prof./ Girls Warden	Member	9199969512	shivanirai96@gmail.com

The Committee shall study, analyze the grievance and submit its recommendations to the Director within 15 days from the date of receipt of application/complaint. The recommendation submitted by the Committee shall be viewed and considered by Director.

cc

- ❖ For kind information of Hon'ble Chairman /Secretary
- ❖ Hon'ble Director
- ❖ Professor In-Charge
- ❖ Dean, Academics
- ❖ Principal Diploma
- ❖ All H.O.D
- ❖ Human Resource Department
- ❖ Examination Department
- ❖ Person Concerned
- ❖ Notice Board

(Principal)



Devesh Kumar



SITYOG INSTITUTE OF TECHNOLOGY

Growth Center, Jasoiya More, Aurangabad (Bihar) – 824102

Approved By AICTE under Govt. of India (Ministry of HRD), Affiliated to Aryabhata Knowledge University, Patna

Phone: 9322698410, 9308392310 E-Mail: sityogengg@yahoo.com, Website: www.sityog.edu.in

Ref. No. SIT/R/ 257 / 22

Date: 18/04/22

Notice

Grievance Redressal Committee

As per the F.No.1-103/AICTE/GRC/Regulation/2021 of the AICTE, notification dated **22nd March, 2021**, The Governing Body of SITYOG Institute of Technology has constituted 'A Grievance Redressal Committee (GRC) for faculty/staff members to provide opportunities for Rederssal of certain grievances of Faculty/Staff Members.

The Committee comprises of the following members:

Sr. No	Name	Designation	Position	Phone	E-mail id
1	Dr. R K. singh	Principal	Chairman	9322698410	sityog@gmail.com
2	Dr. Rakesh Kr Singh	Registrar	University Representative	08102926984	registrar@akubihar.ac.in
3	Dr. S. K. Jha	Associate Prof.	Member	8895852598	skjha59@yahoo.com
4	Dr. V. K. Singh	Professor	External Member	9431385023	drvksingh03@gmail.com

Grievance, means and includes, complaint(s) made by an aggrieved Faculty/Staff Members(s) in respect of the following services related matters as mention in F.No.1-103/AICTE/GRC/Regulation/2021 of the AICTE, notification dated 22nd March, 2021,

cc

- ❖ For kind information of Hon'ble Chairman /Secretary
- ❖ Hon'ble Director
- ❖ Professor In-Charge
- ❖ Dean, Academics
- ❖ Principal Diploma
- ❖ All H.O.D
- ❖ Human Resource Department
- ❖ Examination Department
- ❖ Person Concerned
- ❖ Notice Board

(Principal)



Rakesh Kumar



SITYOG INSTITUTE OF TECHNOLOGY

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Phone: 9322698410, 9308392310 E-Mail: sityogengg@yahoo.com, Website: www.sityog.edu.in

Ref. No. SIT/R/ 254/22

Date: 18/04/22

Notice

Internal Complaint Committee

The Governing Body of SITYOG Institute of Technology has constituted Internal Complaint Committee (ICC) as per Section 4 All India Council for Technical Education Regulations, 2016 (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions.

The Committee comprises of the following members:

Sr. No	Name	Designation	Position	Phone	E-mail id
1	Ms. Renu Singh	Director- SE&E Pvt Ltd	Chairman	7021432202	info@sityog.in
2	Ms. Geeta Singh	Professor- Gov. College	Member	8521346983	Geetasingh83@gmail.com
3	Dr. Kumari Anjana	Deputy Registrar- AKU, Patna	Member	7488879566	registrar@akubihar.ac.in
4	Ms. Bibha Kumari	Assistant Professor	Member	8076069643	bibhakumari.cs@gmail.com
5	Mr. Saroj Ranjan	Assist. Prof.	Member	7654123742	bvpsarojranjan@gmail.com
	Mr. Sumit Kumar	Admin	Member	6205113970	Sumitsingh1990@gmail.com
7	Mr. Giri Raj Kumar	Student	Junior Student Representative	9801874637	rajgiri37@gmail.com
8	Miss Aradhya Raushni	Student	Senior Student Representative	9308112789	aradhya1996@gmail.com
9	Ms. Akriti Akhauri	Student	Senior Student Representative	9507416037	akritiakhauri67@gmail.com

ICC shall comply with the procedure prescribed in the aforementioned AICTE Regulation, 2016 and the Sexual Harassment Act for inquiring into the complaint in a time bound manner

cc

For kind information of Hon'ble Chairman /Secretary

- ◆ Hon'ble Director
- ◆ Professor In-Charge
- ◆ Dean, Academics
- ◆ Principal Diploma
- ◆ All H.O.D
- ◆ Human Resource Department
- ◆ Examination Department




(Principal)



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Ref. No. SIT/R/ 252/22

Date: 18/04/22

Notice

Anti-Ragging Committee

In view of the directions of the Hon'ble Supreme Court in SLP No. 24295 of 2006 dated 16th May 2007 and in Civil Appeal number 887 of 2009, dated 08th May 2009 the Governing Body of SITYOG Institute of Technology has constituted the following committee to eradicate / prohibit the ragging.

The Committee comprises of the following members:

Sr. No	Name	Designation	Member of Anti – Ragging Committee	Phone	E-mail id
1	Dr. R. K. Singh	Director	Chairman	9322698410	sityog@gmail.com
2	Mr. Dhananjay Sharma	Sub-inspector	Representative of Police Administration	9431822231	-
3	Mr. R. Pathak	Chief- Editor	Representative of Local Media	9431602133	rajendrapathak88@gmail.com
4	Dr. S. K. Jha	Associate Prof.	Faculty Representative	8895852598	skjha59@yahoo.com
5	Mr. Saroj Ranjan	Assist. Prof.	Faculty Representative	7654123742	bvpsarojranjan@gmail.com
6	Mr. Samarjit Singh	Assist. Prof.	Faculty Representative	7008498940	bvpsarojranjan@gmail.com
7	Mr. Giri Raj Kumar	Student	Junior Student Representative	9801874637	rajgiri37@gmail.com
8	Miss Aradhya Raushni	Student	Senior Student Representative	9308112789	aradhya1996@gmail.com

All members are requested to co-operate in maintaining conducive academic atmosphere for our students both in the college & hostel premises.

cc

- ❖ For kind information of Hon'ble Chairman /Secretary
- ❖ Hon'ble Director
- ❖ Professor In-Charge
- ❖ Dean, Academics
- ❖ Principal Diploma
- ❖ All H.O.D
- ❖ Human Resource Department
- ❖ Examination Department
- ❖ Person Concerned
- ❖ Notice Board

Sd.

(Principal)



Devesh Kumar



SITYOG INSTITUTE OF TECHNOLOGY

Growth Center, Jasoia More, Aurangabad (Bihar) – 824102

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Phone: 9322698410, 9308392310 E-Mail: sityogengg@yahoo.com, Website: www.sityog.edu.in

Ref. No. SIT/R/255/22

Date: 18/04/22

Notice

SC/ST Committee

The Governing Body of SITYOG Institute of Technology has constituted a Committee for SC/ST to supports students in the reserved category and provides special inputs in areas where the students experience difficulties.

The Committee comprises of the following members:

Sr. No	Name	Designation	Position	Phone	E-mail id
1	Mr. Ajay Paswan	GOB Member	Chairman	9934711891	paswanajay78@gmail.com
2	Mrs. Sita Singh	Social Worker	Member	9431477927	anshu5668@yahoo.co.in.
3	Mr. Rajeev Nayan	Assistant Professor	Member	9308394144	nyanrajeev2803@gmail.com
4	Mr. Nagendra Kumar	Lecturer	Member	9905758246	kumarnagendar15@gmail.com
5	Mr. Indrajeet Kumar	Lecturer	Member	7667363365	Indrajeetce006@gmail.com

The committee would conduct regular remedial coaching classes on life skills, personality development, writing assignments and making presentations, as well as Hindi and local language classes. The Committee also is expected to organize interactive sessions and informal meetings with students to attend to their personal, social and academic problems.

All members are requested to co-operate in maintaining conducive academic atmosphere for our students both in the college & hostel premises.

cc

- ❖ For kind information of Hon'ble Chairman /Secretary
- ❖ Hon'ble Director
- ❖ Professor In-Charge
- ❖ Dean, Academics
- ❖ Principal Diploma
- ❖ All H.O.D
- ❖ Human Resource Department
- ❖ Examination Department
- ❖ Person Concerned
- ❖ Notice Board

Sd.

(Principal)





भारत का राजपत्र

The Gazette of India

सी.जी.-डी.एल.-अ.-25032021-226122
CG-DL-E-25032021-226122

असाधारण
EXTRAORDINARY

भाग III—खण्ड 4
PART III—Section 4

प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 119]
No. 119]

नई दिल्ली, बृहस्पतिवार, मार्च 25, 2021/चैत्र 4, 1943
NEW DELHI, THURSDAY, MARCH 25, 2021/CHAITRA 4, 1943

अखिल भारतीय तकनीकी शिक्षा परिषद्

अधिसूचना

नई दिल्ली, 22 मार्च, 2021

फा. सं. 1-103/अभातशिप/पीजीआरसी/विनियम/2021.—अखिल भारतीय तकनीकी शिक्षा परिषद् अधिनियम, 1987 (1987 का 52) की धारा 23 की उपधारा (1) के अंतर्गत प्रदत्त अपनी शक्तियों का प्रयोग करते हुए अखिल भारतीय तकनीकी शिक्षा परिषद् निम्नलिखित विनियम बनाती है, यथा :-

1. संक्षिप्त नाम, प्रयोज्यता और प्रारंभ :

- क. इन विनियमों का नाम अखिल भारतीय तकनीकी शिक्षा परिषद् (संकाय/स्टॉफ सदस्यों की शिकायतों का निवारण) विनियम, 2021 है।
ख. ये विनियम अखिल भारतीय तकनीकी शिक्षा परिषद् अधिनियम, 1987 की धारा 10(ट) के अधीन, अखिल भारतीय तकनीकी शिक्षा परिषद् द्वारा मान्यता प्रदान की गई अथवा अनुमोदित की गई सभी तकनीकी संस्थाओं पर लागू होंगे।
ग. ये राजपत्र में इनके प्रकाशन की तारीख से प्रवृत्त होंगे।

2. उद्देश्य :

किसी भी संस्था में पहले से नियुक्त और साथ ही ऐसे संस्थान में नियुक्ति पाने की आकांक्षा रखने वाले संकाय/स्टॉफ सदस्यों की कतिपय शिकायतों के निवारण के लिए अवसर प्रदान करना, इस संबंध में एक तंत्र स्थापित करना।

3. परिभाषा : इन विनियमों में जब तक कि संदर्भ से अन्यथा अपेक्षित न हो :-

- (क) "अधिनियम" से अखिल भारतीय तकनीकी शिक्षा परिषद् अधिनियम, 1987 अभिप्रेत है ;
(ख) "परिषद्" से अखिल भारतीय तकनीकी शिक्षा परिषद् अभिप्रेत है ;
(ग) "यूजीसी" से विश्वविद्यालय अनुदान आयोग अभिप्रेत है ;

- (घ) "विश्वविद्यालय" से अभिप्रेत केन्द्रीय अधिनियम अथवा राज्य अधिनियम द्वारा अथवा इसके अंतर्गत स्थापित अथवा शामिल संस्थाएं हैं तथा जिसमें यूजीसी अधिनियम 1956 के खण्ड 3 के अंतर्गत घोषित की गई मानित विश्वविद्यालय संस्थाएं भी शामिल हैं।
- (ङ) "राज्य" का अभिप्राय संविधान की प्रथम अनुसूची में विनिर्दिष्ट किसी राज्य से है जिसमें संघ राज्य क्षेत्र भी शामिल हैं ;
- (च) "तकनीकी शिक्षा" से अभिप्रेत, अखिल भारतीय तकनीकी शिक्षा परिषद अधिनियम, 1987 की धारा 2(छ) के अंतर्गत परिभाषित शिक्षा कार्यक्रमों से है।
- (छ) "तकनीकी संस्था" से अभिप्रेत अखिल भारतीय तकनीकी शिक्षा परिषद अधिनियम 1987 की धारा 2(ज) के अंतर्गत परिभाषित संस्था से है।
- (ज) "पीड़ित संकाय/स्टॉफ सदस्य" से अभिप्रेत किसी ऐसे संकाय/स्टॉफ सदस्य से है, जिसे इन विनियमों के तहत परिभाषित शिकायतों के संबंध में किसी मामले अथवा तत्संबंधी किसी मामले में कोई शिकायत हो।
- (झ) "शिकायत" का अभिप्राय, और इसमें निम्नवत् के संबंध में किसी पीड़ित संकाय/स्टॉफ सदस्य(यों) द्वारा की गई शिकायत(तें) शामिल हैं, नामतः :-
- किसी संकाय/स्टॉफ सदस्य द्वारा ऐसे संस्थान में नियुक्ति लेने के प्रयोजन से जमा किए गए अपने किसी दस्तावेज जोकि डिग्री प्रमाणपत्र, डिप्लोमा, अनुभव प्रमाणपत्र, कार्यमुक्ति आदेश अथवा किसी अन्य पुरस्कार के प्रमाणपत्र के रूप में अथवा अन्य दस्तावेज हों, को अपने पास रख लेना, या वापस करने से इंकार करना ;
 - सेवारत होने या सेवानिवृत्ति/त्यागपत्र जैसा भी मामला हो, के दौरान वेतन/मजदूरी और/अथवा लाभ या किसी भी अन्य भत्ते या देय राशि आदि का भुगतान न करना ;
 - उनके वेतन और/अथवा लाभ तथा समान वेतन/पदनाम/अनुभव में अन्य स्टॉफ कर्मचारियों के बीच विसंगतियां ;
 - कोई कारण अथवा नोटिस अथवा ज्ञापन दिए बिना सेवा-समाप्ति ;
 - त्यागपत्र/सेवानिवृत्ति पर लागू, सरकार के नियमों के अनुसार अधिवर्षिता राशि का भुगतान न करना ; तथा
 - कोई अन्य देयता जो उनकी सेवा से सीधे जुड़ी हुई है और वित्तीय हानि या किसी नुकसान या आघात का कारण बनती है।
- (ञ) शिकायत निवारण समिति (जीआरसी) से अभिप्राय इन विनियमों के तहत गठित किसी समिति से है।
4. शिकायत निवारण समिति (जीआरसी) :
- (i) सभी तकनीकी संस्थानों के लिए अनिवार्य है कि वे संस्थान स्तर पर ही सेवा मामलों सहित संकाय/स्टॉफ सदस्यों की शिकायत का समाधान करें। प्रत्येक संस्था द्वारा संकाय/स्टॉफ सदस्यों की शिकायत को देखने के लिए संकाय/स्टॉफ सदस्यों हेतु एक शिकायत निवारण समिति गठित की जाएगी। शिकायत निवारण समिति का संघटन निम्नानुसार होगा :-
 - क. संस्थान के प्राचार्य - अध्यक्ष
 - ख. संबद्धता प्रदान करने वाले विश्वविद्यालय का एक वरिष्ठ प्रोफेसर - सदस्य के रूप में,
 - ग. राज्य के तकनीकी शिक्षा निदेशालय अथवा विश्वविद्यालय से एक कार्मिक (जिसे राज्य के तकनीकी शिक्षा निदेशक/विश्वविद्यालय के कुलपति द्वारा नामांकित किया जाएगा) - सदस्य,
 - घ. एक वरिष्ठ संकाय सदस्य (जोकि एसोसिएट प्रोफेसर से नीचे के रैंक का ना हो) - सदस्य के रूप में।
 - (ii) पीड़ित संकाय/स्टॉफ सदस्यों द्वारा संस्थान के संबंध में की जाने वाली शिकायत, अध्यक्ष, शिकायत निवारण समिति (जीआरसी) को संबोधित होनी चाहिए।
 - (iii) जीआरसी अपनी रिपोर्ट को अपनी सिफारिशों सहित, यदि कोई हों तो, के साथ शिकायत प्राप्ति की तिथि से 15 दिनों की अवधि के भीतर संबंधित राज्य के तकनीकी शिक्षा निदेशक अथवा विश्वविद्यालय को भेजेगी तथा इसकी एक प्रति पीड़ित संकाय/स्टॉफ सदस्य को भी भेजी जाएगी।
 - (iv) यदि संकाय/स्टॉफ सदस्य शिकायत निवारण समिति के निर्णय से संतुष्ट नहीं है, तो वे संबंधित संबद्ध विश्वविद्यालय/राज्य के तकनीकी शिक्षा निदेशालय से अपनी शिकायतों के निवारण के लिए अपील कर सकते हैं।
5. विश्वविद्यालय अथवा तकनीकी शिक्षा निदेशालय द्वारा विश्वविद्यालय स्तर पर अथवा तकनीकी शिक्षा निदेशालय (डीटीई) स्तर पर गठित शिकायत निवारण प्रकोष्ठ ऐसी शिकायतों को देखेगा तथा मामले को राज्य/विश्वविद्यालय स्तर पर सुलझाएगा।
6. शिकायत निवारण समिति के बारे में जानकारी :
- संस्था को शिकायत निवारण समिति के संबंध में सभी प्रासंगिक जानकारी जोकि इसके दायरे में आती है, को संस्था की वेबसाइट पर प्रमुखता से प्रस्तुत करना होगा।

प्रो. राजीव कुमार, सदस्य-सचिव

[विज्ञापन-III/4/असा./558/2020-21]

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION**NOTIFICATION**

New Delhi, the 22nd March, 2021

F. No. 1-103/AICTE/PGRC/Regulation/2021.—In exercise of the power conferred under clause (1) of Section 23 of the All India Council for Technical Education, Act, 1987 (52 of 1987), the All India Council for Technical Education makes the following Regulations, namely:

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- a. These Regulations shall be called as the **All India Council for Technical Education (Redressal of Grievance of Faculty/Staff Member) Regulations, 2021.**
- b. They shall apply to all Technical Institutions recognized or approved by the All India Council for Technical Education as per Section 10(k) of the All India Council for Technical Education Act, 1987.
- c. They shall come into force from the date of their publication in the Official Gazette.

2. OBJECTIVE:

To provide opportunities for redressal of certain grievances of Faculty/Staff Members already appointed in any institution, as well as those seeking appointment to such institutions, and a mechanism thereto.

3. DEFINITION: IN THESE REGULATIONS, UNLESS THE CONTEXT OTHERWISE REQUIRES:

- (a) "Act" means the All India Council for Technical Education Act, 1987;
- (b) "Council" means the All India Council for Technical Education
- (c) "UGC" means University Grants Commission
- (d) "University" means a university established or incorporated by or under a Central Act or State Act and includes an institution deemed to be university declared as such under section 3 of the UGC Act, 1956.
- (e) "State" means a State specified in the First Schedule to the Constitution of India and includes a Union territory;
- (f) "Technical Education" means programs of education as defined under section 2(g) of the All India Council for Technical Education, Act, 1987;
- (g) "Technical Institution" means an Institution as defined under section 2(h) of the All India Council for Technical Education, Act, 1987;
- (h) "aggrieved Faculty/Staff Member" means a Faculty & Staff Member, who has any complaint in the matters relating to or connected with the grievances defined under these Regulations.
- (i) "Grievance" means and includes, complaint(s) made by an aggrieved Faculty/Staff Member(s) in respect of the following service related matters namely:
 - i. withholding of, or refusal to return, any document in the form of certificates of degree, diploma, experience certificate, relieving order or any other award or other document deposited for the purpose of seeking appointment in such institution;
 - ii. non-payment of salaries/wages and/or benefits or any other allowances or dues etc. during services or retirement/resignation, as the case may be;
 - iii. Discrepancies between their wages and/or benefits and other members of staff in similar roles/post/experience.
 - iv. termination without giving any reason or notice or memorandum;
 - v. non-payment of gratuity amount as per prevailing Govt. rules in force on resignation/retirement; and

vi. any other liability which is directly connected with their service and causing financial loss or any harm or trauma.

(j) "Grievance Redressal Committee" means a Committee constituted under these Regulations;

4. GRIEVANCE REDRESSAL COMMITTEE (GRC):

- (i) It is mandatory for all Technical Institutions to address the grievance of faculty/staff members including service matters at the Institution level itself. A Grievance Redressal Committee (GRC) for faculty/staff members shall be constituted by each Institution to look into the grievance of the faculty/staff members. The composition of the GRC shall be as follows:
- Principal of the Institution as Chairperson
 - One Senior Professor of the affiliating University as a Member,
 - One Official from University or State DTE (Directorate of Technical Education) (to be nominated by DTE/University Vice Chancellor) as Member,
 - One Senior Faculty (not below Associate Professor) as Member.
- (ii) A complaint from an aggrieved faculty/staff member relating to the institution shall be addressed to the Chairperson, Grievance Redressal Committee (GRC).
- (iii) The GRC shall send its report with recommendations, if any, to the concerned DTE or University and a copy thereof to the aggrieved faculty/staff member, within a period of 15 days from the date of receipt of the complaint.
- (iv) In case faculty/staff is not satisfied with the decision of Grievance Redressal Committee, they may appeal to the concerned affiliating University/State DTE (in case of diploma institutes) for redressal of their grievances.

5. The University level or DTE level Grievance Redressal Cell established by the University or DTE shall address such grievances and settle the matter at State/University level.

6. INFORMATION REGARDING GRIEVANCE REDRESSAL COMMITTEE:

An institution shall furnish, prominently, on its website, all relevant information in respect of the Grievance Redressal Committee(s) coming in its purview.

Prof. RAJIVE KUMAR, Member-Secy.

[ADVT.-III/4/Exty./558/2020-21]

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
New Delhi**

NOTIFICATION

Dated 01-07-2009

**Sub:Prevention and prohibition of Ragging in technical Institutions,
Universities including Deemed to be Universities imparting technical
education.**

F.No.37-3/Legal/AICTE/2009 – In exercise of the powers conferred under Section 23 read with Section 10 (b), (g), (p) and (q) of AICTE Act, 1987, the All India Council for Technical Education, hereby makes the following Regulations:-

1. Short title and commencement:-

- (i) These Regulations may be called the All India Council for Technical Education (Prevention and Prohibition of Ragging in Technical Institutions, Universities including Deemed to be Universities imparting technical education) Regulations 2009.
- (ii) They shall come into force on the date of the notification.

2. 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 All India Council for Technical Education,(AICTE) brings forth these Regulations.



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3. Definitions:-

- (a) **“Act”** means the All India Council for Technical Education Act 1987 (52 of 1987);
- (b) **“Technical Institution”** means an institution of Government, Government Aided and Private (self financing) conducting the courses/programmes in the field of technical education, training and research in Engineering, Technology including MCA, Architecture, Town Planning, Management, Pharmacy, Hotel Management & Catering Technology, Applied Arts & Crafts and such other programmes and areas as notified by the Council from time to time;
- (c) **“University”** means a University defined under clause (f) of section 2 of the University Grants Commission Act, 1956 and includes an institution deemed to be a University under section 3 of that Act.
- (d) **“Academic year”** means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
- (e) **“Head of the institution”** means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
- (f) **“Fresher”** means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
- (g) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1887, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1887, as the case may be. And
- (h) All other words and expressions used herein and not defined but defined in the All India Council for Technical Education Act, 1987 (52 of 1987), shall have the meanings respectively assigned to them in the said Act;

- 4 **What constitutes Ragging:** - Ragging constitutes one or more of any of the following acts:



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- 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.

5. Measures for prevention of ragging:-

It shall be mandatory for every technical Institution, University, deemed to be University imparting technical education to take following measures for prevention of ragging at such institutions.



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1. The advertisement issued for admission by a technical institution, University including Deemed to be University concerned and/or the admission authority/ affiliating University/State Govt./UT/Central Govt. as the case may be, shall clearly mention that ragging is totally banned and anyone found guilty of ragging and/or abetting ragging is liable to be punished.
2. The 'Prospectus' and other admission related documents shall contain directions of the Supreme Court Affiliating University/admission Authority/State Govt/Central Govt. shall make it mandatory for the institutions under their jurisdiction to compulsorily incorporate such information in their 'Prospectus'. These Regulations shall be printed in the brochure of admission/instruction booklet for candidates.
3. The application form for admission/enrolment shall have a printed affidavit, preferably both in English and Hindi and/or in one of the regional languages. The affidavit should be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.
4. The application form shall also contain a printed affidavit, preferably both in English and Hindi and/or in one of the regional languages and the affidavit should be signed by the parent/guardian of the applicant to the effect that he/she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/her ward in case the latter is found guilty of ragging and/or abetting ragging.
5. The application for admission shall be accompanied by a document along with the School Leaving Certificate/Character Certificate which shall include a report on the behavioral patter of the applicant, so that the institution can thereafter keep intense watch upon the student who has a negative entry in this regard.
6. A student seeking admission to the hostel shall have to submit another affidavit along with his/her application for hostel accommodation that he/she is also aware of the law in this regard and agrees to abide by the punishments meted out if he/she is found guilty of ragging and/or abetting ragging.
7. Every technical institution, University including Deemed to be University imparting technical education shall maintain a proper record of the affidavits obtained to ensure its safe up keep thereof,including digital copies of the affidavits and such digital copy should be made available to the AICTE or to an Agency identified/nominated by AICTE.



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8. The AICTE or an Agency identified/nominated for the purpose and affiliating Universities and Directorate of Technical Education of the concerned State Govt./UT shall maintain an appropriate data base of the affidavits in the digital form obtained from every student at the time of admission to the technical institutions, Universities including Deemed to be Universities imparting technical education.
9. Each batch of freshers should be divided into small groups and each such group shall be assigned to a member of staff. Such staff member should interact individually with each member of the group on daily basis to ascertain the problems/difficulties, if any faced by the freshers in the Institution and extend necessary help.
10. Incase of freshers admitted to a Hostel it shall be the responsibility of the teacher incharge of the group to co-ordinate with the warden of the Hostel and to make surprise visits to the rooms in the hostel where the members of the group are lodged. Freshers should be lodged in a separate hostel block wherever possible and where such facilities are not available, the college/institution shall ensure that seniors' access to freshers' accommodation is strictly monitored by wardens, Security Guards and Staff.
11. Every institution should engage or seek the assistance of professional counselors at the time of admissions to counsel 'freshers' in order to prepare them for the life ahead, particularly for adjusting to the life in hostels. At the commencement of the academic session the Head of the technical Institution, University including Deemed to be University imparting technical education shall convene and address a meeting of various functionaries/agencies, like Wardens, representatives of students, parents/guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging and steps to be taken to identify the offenders and punish them suitably.
12. Every fresher admitted to the technical Institution, University including Deemed to be University imparting technical education shall be given a printed information booklet detailing when and whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committee, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc.
13. The technical institutions, University including Deemed to be University imparting technical education through the information booklet mentioned



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above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.

14. The information booklet mentioned above shall also tell the freshers about their rights as bona fide students and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
15. The information booklet mentioned above shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of juniors with the academic environment of the institution.
16. To make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, big posters (preferably with different colors for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
17. The technical Institution, University including Deemed to be University imparting technical education shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institutions 's resolve to ban ragging and punish those found guilty without fear or favor.
18. The technical Institution, University including Deemed to be University imparting technical education shall identify, properly illuminate and man all vulnerable locations.
19. The technical Institution, University including Deemed to be University imparting technical education shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
20. The technical Institution, University including Deemed to be University imparting technical education shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, information booklets, seminars, street plays, etc.



21. The faculties/departments/units of the technical Institution, University including Deemed to be University imparting technical education shall have induction arrangements (including those which anticipate, identify and plan to meet any special needs of any specific section of students) in place well in advance of the beginning of the academic year with a clear sense of the main aims and objectives of the induction process.
22. Mobile Phones and other communication devices may be permitted in residential areas including hostels to provide access to the students particularly freshers, to reach out for help from teachers, parents and Institution authorities.
6. **Monitoring mechanism in technical institution, University including Deemed to be University imparting technical education:-**
- a) **Anti-ragging Committee:** Every institution University including Deemed to be University imparting technical education shall constitute a Committee to be known as the Anti-ragging Committee to be nominated and headed by the Head of the Institution, 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 level as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations 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 institution.
- c) **Anti-Ragging Squad:** Every institution University including Deemed to be University imparting technical education shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution 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 and having the potential for ragging and shall be empowered to inspect such places.



- c) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incidents of ragging referred to it by the Head of the institution 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 enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action. 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 incidents of ragging, and considerations such other relevant information as may be required.
- f) **Mentoring Cell:** Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, 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 institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) **Monitoring Cell on Ragging:-** The State Govt./UT and the affiliating University shall set up a Monitoring Cell on Ragging to coordinate with the institutions to monitor the activities of the Anti-Ragging Committees, Squads, and Mentoring Cells, regarding compliance with the instructions on conducting orientation programmes, counseling sessions, etc., and regarding the incidents of ragging, the problem faced by wardens and other officials, etc. This Cell shall also review the efforts made by such institutions to publicize anti-ragging measures, cross-verify the receipt of affidavits from candidates/students and their parents/guardians every year, and shall be the prime mover for initiating action by the University authorities to suitably amend the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti ragging measures at the level of the institution.
- h) The Monitoring Cell shall coordinate with the the institutions, universities including deemed to be universities imparting technical education to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti-Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the Anti-Ragging Committees etc.



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- i) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violation; and shall function as the prime mover for initiating action for amending the Statues or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.

7. Action to be taken against the Principal or the Head of the Institution/Faculty Members/Non-Teaching staff of technical institution, Universities including Deemed to be Universities imparting technical education.

1. The Head of the Institution along with other administrative authorities should take adequate measures for prevention of ragging. Any lapse on the part of these authorities shall make them liable for criminal action for negligence of duty. The technical Institution, University including Deemed to be University imparting technical education should incorporate a clause in their letter of appointment that the Director, Faculty and other administrative Heads should ensure all possible steps for prevention of ragging in the premises of the educational institutions, and that they are liable for action, in case of non-compliance.
2. The Principal or Head of the Institution/Department shall obtain an affidavit from every employee of the Institution including teaching/non-teaching staff, contract labor employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the building, lawns etc. that he/she would report promptly any case of ragging which comes to his/her notice. A provision shall be made in the service rules for issuing certificates of appreciation to such members of the staff who report ragging which will form part of their service records.
3. Departmental enquiries shall be initiated, in addition to penal consequences against such heads of the Institution/Faculty members/non-teaching staff who display an apathetic or insensitive attitude towards complaints of ragging and would not take timely steps in the prevention of ragging and punishing those who rag.
4. The Principal or the Head of the Institution/Faculty Members/Non-Teaching staff, if found negligent in taking necessary measures for ensuring safety of students and preventing the ragging would be declared unfit for holding any post in any technical institution, University including Deemed to be University imparting technical education.



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8. Actions to be taken against students for indulging and abetting ragging in technical institutions Universities including Deemed to be University imparting technical education:-

1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.
2. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
3. The Anti-Ragging Committee of the institution shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging.
4. a) Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:-
 - (i) Cancellation of admission
 - (ii) Suspension from attending classes
 - (iii) Withholding/withdrawing scholarship/fellowship and other benefits
 - (iv) Debarring from appearing in any test/examination or other evaluation process
 - (v) Withholding results
 - (vi) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - (vii) Suspension/expulsion from the hostel
 - (viii) Rustication from the institution for period ranging from 1 to 4 semesters
 - (ix) Expulsion from the institution and consequent debarring from admission to any other institution.
 - (x) 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 ragers.
- b) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,



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- i. In case of an order of an institution, affiliated to or constituent part, of the University, to the Vice-Chancellor of the University;
 - ii. In case of an order of a University, to its Chancellor.
 - iii. In case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.
5. The institutional authorities shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council from time to time.
- 9 **Action to be taken against the technical Institution, University including Deemed to be University imparting technical education which fail to take measures for prevention of ragging:-**
 1. Role of the concerned technical institutions, Universities including Deemed to be Universities imparting technical education shall be open to scrutiny for the purpose of finding out whether they have taken effective steps for preventing ragging and action taken against provision indulged and/or abetting ragging. The Council shall constitute Committees to inspect technical institutions, Universities including Deemed to be Universities imparting technical education to verify the status of anti ragging measures and to investigate specific instances of ragging and take appropriate action.
 2. The technical Institution, University including Deemed to be University imparting technical education should submit an affidavit along with its compliance report submitted to AICTE annually with details of measures taken for prevention of ragging in technical institutions. The Compliance Report should also contain the details of the instances of ragging and action taken against students, and others for indulging and abetting ragging.
 3. All Letters of Approval issued by AICTE such as extension of approval letters, letters issued for additional courses/increase in intake and letters issued for new technical institutions, release of grants, letters of approval issued to integrated campus, second shift etc. shall contain a specific clause of prevention of ragging.
 4. The AICTE shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one of more of the following measures, namely;



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- i. No admission/Withdrawal of approval granted under section 10(k) of AICTE Act.
 - ii. Withholding any grant allocated.
 - iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the AICTE.
 - iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the AICTE, declaring that the institution does not possess the minimum academic standards.
 - v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.
5. As regards the Universities including Deemed to be Universities imparting technical education the actions proposed to be taken such as stopping release of grants, withdrawal of approval/recognition will be sent to University Grants Commission (UGC), Ministry of Human Resource Development (MHRD), Govt. of India and the concerned State Govt./UT. The UGC, MHRD Govt. of India, and the State Govt./UT concerned shall initiate immediate action on the recommendations of the Council.

10. Duties and Responsibilities of the All India Council for technical Education:-

- a) All India Council for technical Education, or the Central Government or the agency authorized for the purpose shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
- b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.



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- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti-ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- f) The All India Council for technical Education, the Central Government or the agency authorized for the purpose shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- g) The All India Council for technical Education, the Central Government or the agency authorized for the purpose shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorized by the All India Council for technical Education/Central Government.
- 11. The All India Council for technical Education shall take the following regulatory steps, namely;**
- a) The All India Council for technical Education shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.
- b) The All India Council for technical Education shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The All India Council for technical Education shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the All India Council for technical Education, that the institution has complied with the anti-ragging measures.



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- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by National Board of Accreditation or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The All India Council for technical Education shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the All India Council for technical Education/Central Government and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- f) The All India Council for technical Education shall institute an Anti-Ragging Cell within the AICTE as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cells and University Level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the All India Council for technical Education/central Government.

(Member Secretary)



Rajesh Kumar



Dejesh Kumar





Dr. Jitendra Chavhan





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ANTI RAGGING POLICY OF SITYOG INSTITUTE OF TECHNOLOGY

SITYOG Institute of Technology is aware of the ragging menace in the campuses of colleges and follows the UGC Regulations, Court Directives and State Act in letter and spirit to ban any and all sorts of ragging activities in the campus. Accordingly, it has initiated to take stringent action against the perpetrators by strictly enforcing the measures to prohibit, prevent and punishment for ragging.

Ragging, as defined by the Honorable Supreme Court of India in its landmark judgment in 2001, is

“Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.”

As per the Clause - 3, UGC Regulations 2009

Ragging is an Act of abuse by spoken or written words or e-Mails or Post, Teasing or Treating Rudely with the Fresher to cause Psychological Harm, Public Insult, raise Fear or Threat or Disruption or Physical Injury, Forcing to Entertain or Financial Extortion, asking to perform Lewd Acts, Exploitation of Services, Outrage of Modesty or Sexual Assault, creating Annoyance or Apprehension or Intimidation, showing of power or authority or superiority to derive sadistic thrill or perverted pleasure by Senior Students or any conduct that affects the mental health and self confidence of a fresher or any other Student. As per the Section 2(e) of A.P. Prohibition of Ragging Act, 1997 as adopted by the State

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Govt. of Telangana "Ragging" means doing an act which causes or is likely to cause insult or annoyance of fear or apprehension or threat or intimidation or outrage of modesty or injury to a student.

RAGGING - A VIOLATION OF HUMAN RIGHTS

Ragging in any form is not only an offence but it is also a violation of human rights of the victim. The protection of Human rights acts, 1993 defines "Human Rights" as the "the rights relating to life, liberty, equality and dignity of the individual guaranteed by the constitution or embodied in the International Covenants and enforceable by courts in India".

There is a well established statutory mechanism in India to enforce Human Rights. A victim of ragging can approach the State Human Rights Commission, the State Commission for scheduled castes and scheduled tribes, the state minority's commission and also the State Commission for Women, under the provisions of the Protection of Human Rights Act, 1993. These commissions are empowered to inquire into the complaints, call for information or report from the Government or any or any other authority or organization, and may take any of the following steps upon the completion of an inquiry held namely:

- (1) Where the inquiry discloses, the commission of violation of human rights, or negligence in the prevention of violation of human rights by a public servant, it may recommend to the Government or authority concerned the initiation of proceedings for persecution or such other action as the commission may deem fit it against the concerned person or persons;
- (2) Approach the Supreme Court or the High Court concerned for such directions, orders or writs as that Court may deem necessary; and
- (3) Recommend to the Government or Authority concerned for the grant of such immediate interim relief to the victim or the members of his family as the commission may consider necessary.



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RAGGING - A VIOLATION OF FUNDAMENTAL DUTIES

Ragging is an instance of human depravity and a symbol of uncivilized behaviour on the part of a person. In order to inculcate a sense of self-discipline to make all the citizens perfect human beings, the Constitution of India has incorporated 11 fundamental Duties imposed on the citizens. Any student who understands and assimilates the importance of the fundamental duties would certainly not indulge in any act of ragging. It shall be the duty of every educational institution to impart the knowledge relating to the fundamental duties to all the students and of every student to discharge such duties. If these duties are effectively discharged by the above mentioned stakeholders, ragging can be curbed effectively.

Rights and duties of Newcomers and their Guardians:

A fresher should consider Sityog Institute of Technology community as his/her family and should maintain cordial relationship with other members of the community particularly with the senior students. He/she, like any other student, enjoys all rights and privileges that are available to any free citizen of this country. It is the duty of the students, therefore, NOT to obey any orders or requests from anyone (apart from the administrators), inside or outside the campus, if he/she feels embarrassed or undignified by complying with such requests. It is the responsibility of the fresher or any other person(s) who is /are aware about such request or order to bring it to the immediate notice of the Dean of Students' Welfare or any member of the ARC, ARS or cells mentioned below. It should be noted that failing to do so is an offence as per the rules of Sityog Institute of Technology, and thus liable to be punished. The confidentiality of such students(s) / guardian(s) will be strictly maintained. The guardian should cooperate with Sityog Institute of Technology Authority to seek redress of the grievances of the fresher, if any.

Rights and duties of the Old (Senior) Students:

As the newcomers are, in most of the cases, first timers in Sityog Institute of Technology, it is the duty of the seniors to guide the fresher properly so that they feel at home. The seniors should remember the days when they left their parents or the homely environment and set foot in this hitherto unknown Campus. It is the modesty, helpfulness, love and cooperation of the seniors that will contribute towards

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making the newcomers good and responsible members of the college community. It is also the responsibility of the old students to explore the talents in the freshers in the “ice breaking sessions” in college/hostels in presence of ARC and ARS members. Seniors should take active and wholehearted part in making sure that no ragging is taking place anywhere in the campus and should report any such incidents immediately. It is the commitment of the college authority to keep the identity of such students in strict confidence. It is noteworthy that persons involved directly or indirectly in ragging, including the onlookers are liable to be punished under the rules of College and University.

SALIENT FEATURES of UGC Regulations - 2009 on Curbing the Menace of Ragging in Higher Educational Institutions:

Clause - 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 to 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 indisciplined 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 do in the ordinary course, 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 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.

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- 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.
- j. 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, regional origins, linguistic identity, place of birth, place of residence or economic background.

Clause - 7: Action to be taken by the Head of the Institution: On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of Institution shall immediately determine if the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within 24 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 offences or unnatural offences.



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- 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 Head of the Institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the Institution is an affiliated Institution.

Provided further that the Institution shall also continue with its own enquiry initiated under clause 9 of these Regulations 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 days of the reported occurrence of the incident of ragging

CLAUSE - 9: Administrative action in the event of ragging:

9.1 The Institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the Institution shall take an appropriate decision, in regard to punishment or otherwise, 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.
- b) 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;
 - i. Suspension from attending classes and academic privileges.

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- ii. Withholding/withdrawing scholarship, fellowship and other benefits.
- iii. Debarring from appearing in any test, examination or other evaluation process.
- iv. Withholding results.
- v. Debarring from representing the institution in any regional or international meet, tournament, youth festival, etc.
- vi. Suspension/expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the Institution for a period ranging from one to four semesters.
- ix. Expulsion from the Institution 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 institution shall resort to collective punishment.

Anti-Ragging Initiatives of Sityog Institute of Technology

Sityog Institute of Technology, in strict compliance with UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, AICTE Notification, 2009, Supreme Court directives, 2007 and Andhra Pradesh Prohibition of Ragging Act, 1997 as adopted by the State Govt. of Telangana, has decided to frame a Policy to Prohibit and Prevent Ragging Activities in its Campus. It is bound to take a stern view and adopt tough measures on students indulging in any or all forms of ragging.

In the light of above, display of posters and putting up of notices on anti-ragging at all prominent places in and around the college highlighting the need for prevention of ragging and punishments entitled to those indulging in ragging.

Sityog Institute of Technology has taken necessary steps for assuring peaceful life on the campus for fresh students and to prioritize the privileges of safeguards and safety of all students in general and the newcomers and girl students specifically. Sityog Institute of Technology welcome all the newcomers into its campus with an open and warm heart, and shall endeavour to make their entry and stay into the sacred temple of learning as charming and successful as possible.

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Sityog Institute of Technology pledges to Prohibit any incident of Ragging and does not hesitate to say 'No' to Ragging, Take Preventive Measures for occurrence of Ragging and establish Zero tolerance to Ragging and punish those who indulge in Ragging in the Campus as a cognizable offence.

Sityog Institute of Technology observes that Ragging is neither a fun nor a pleasure or entertainment and also not a means of familiarization or an introduction with college freshers, but it is a heinous act of Human Abuse and crime, and the same is disseminated to the students.

The Initiatives of the College to curb the Menace of Ragging are as follows:

1. Preparing and Distributing of Publicizing Materials such as posters, brochures and circulars against ragging.
2. Display of posters and putting up of notices at all the designated places in the college.
3. Obtaining Affidavits, Undertaking forms from all the Students and their Parents.
4. Sensitizing all the stake holders with the help of media.
5. Organizing Anti – Ragging awareness lectures.
6. Measures for Girls' Security and Appointing Women Teachers as Counselors.
7. Ensuring the campus an Alcohol and Smoking Free Zone.
8. Making Orientation Programmes Mandatory for Every Department
9. Establishing Mentoring and Counseling Cells at Institutional Level.
10. Seeking a Pledge by all the students to make the campus a 'Ragging Free Zone'.

Sityog Institute of Technology, in compliance with the regulations, directives and act, has decided to constitute an Anti-Ragging Committee at the College Level and Anti- Ragging Squads at the Department Level for overseeing the effective implementation of the provisions for the curbing of any form of ragging in its campus with immediate effect.

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Monitoring mechanism:

a) Anti-ragging Committee:

1. Anti-Ragging Committee is headed by the Head of the Institution, and it consists 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 (Annexure).

2. It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations 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 preventing of ragging in the institution.

b) Anti-Ragging Squad:

1. Anti-Ragging Squad is nominated by the Head of the Institution having representation of faculty and staff members for maintaining vigil, oversight and patrolling functions. It shall remain mobile, alert and active at all times.

2. 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 and having the potential for ragging and shall be empowered to inspect such places.

3. It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incidents of ragging referred to it by the Head of the Institution 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 enquiry report along with recommendations shall be submitted to the authority 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 incidents of ragging, and considerations such other

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relevant information as may be required.

c) Mentoring Cell:

In order to promote the objectives of the Regulations for curbing the menace of ragging and also to instill confidence in freshers and students to ensure the practice of human values, rights, and dignity, the college has constituted a Mentoring Cell. It consists of student volunteers as Mentors to students in the lower classes of the succeeding academic year. Each mentor guides six students. The students in the final year classes are Mentors for the students in the third year classes. Students in the third year classes are Mentors for the students in the second year classes, and Students in the second year classes are Mentors for freshers. Apart from the above measures, the college has a student counselor to attend to the student counselling requirements. The College has a student counselor to attend to the student counseling requirements. The College has a proctorial system of allotting twenty students for each faculty member to take care of academic as well as personal problems. Students have a one-period slot designated for this purpose in addition to meeting the proctor as and when needed for guidance.

d) Punishments:

Depending upon the nature and gravity of the offence as established, the possible punishments for those found guilty of ragging at the institution level shall be as per clause 9 of UGC Regulations as indicated above.

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100x100, ओफर/नोटकी, ख/शु च/न/शुय/शुय/शुय/शुय
 बिहार BIHAR
 948 3 / 10/11/22
 S. No.. 12160
 Dated... 10/11/2022
 AH 147460
 उमेश कुमार कर्ण
 मुद्रांक विक्रेता, समस्तीपुर
 ला० नं०-2/2004

AFFIDAVIT BY PARENT/GUARDIAN

1, Mr./Mrs./Ms. AFROJ ALI (full name of parent/guardian) father/mother/guardian of, FARHAN AHMAD (full name of student with admission/registration/enrolment number), having been admitted to **SITYOG Institute of Technology, Aurangabad, Bihar** (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulation"), carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and 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 behavior or act that may be constituted as ragging under clause 3 of the Regulations.

Notarised in accordance with the provisions of the Notary Act 1956 and the provisions of Cr. P.C. 1973 and the provisions of Civil Procedure Code 1908, and the provisions of Indian Evidence Act 1877



Nikesh Kumar, Assistant Registrar, Bihar, Aurangabad

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the 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 the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this 10th day of Month of NOV. Year. 2022



Guardian
Passport size
Photograph

अफरोज अली
Signature of deponent

Name: AFROJ ALI

Address: AT+ Post – Khanpur, Via- Ilmasnagar, Pin No- 848117, Samastipur, Bihar

Mobile No.: 9931115886

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 Samastipur (place) on this the 10th (day) of (month), NOV. (year), 2022

अफरोज अली
Signature of deponent

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



Solemnly Affirmed & Declared
I, अफरोज अली
who is identified by Learned Advocate
Mr./Mrs. अफरोज अली
OATH COMMISSIONER



बिहार BIHAR 100 x 100 कर एन अहमद, 27/11/22
 9437 2194-50
 10/11/22
 AH 147827
 उमेश कुमार कर्ण
 क विवेका, समस्तीपुर
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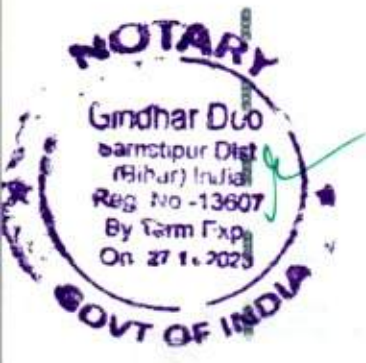
UNDERTAKING S. No.. 12158
 Dated.. 10/11/22

I FARHAN AHMAD son of AFROJ ALI, resident of AT- KHANPUR, Vill- KHANPUR, Dist- SAMASTIPUR Pin No.- 848117 hereby declare that I will refund/pay the amount received/used by me from the institute as Fees/ Scholarship/ Stipend, in case I **withdraw from/leave the institute before completing the requisite criteria for award of my Diplom/ U.G Degree as pr academic regulation of the Institute.**

Farhan Ahmad
 Signature of the Candidate

अफरोज अली
 Signature of the Parent/Guardian

Authorised by (a) & (e) of Notary Act 1956 and by 297 of Cr. P.C. 1973 and by 139 of Civil Procedure Code 1908 & by 86 of Indian Evidence Act. 1872



Notarially Attested & Declared by me, Mr./Mrs. *Farhan Ahmad*
 Who is identified by Learned Advocate
 Mr./Mrs. _____



100x12/100 कर एजेंट सहस्य, 24/10/22
 बिहार BIHAR 9437 (9433) 24/10-22 S. No.. 12159 24/10/22
 10/11/22 Dated 10/11/22
 उमेश कुमार कर्ण
 मुद्रांक विक्रेता, समस्तीपुर
 ला० नं०-2/2004

AFFIDAVIT BY THE STUDENT

I, FARHAN AHMAD (full name of student with admission/registration/enrolment number) s/o- AFROJ ALI, having been admitted to **SITYOG Institute of Technology, Aurangabad, Bihar** (name of the institution), have received a copy of the UGC Regulations on Curbing the Meance of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and 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 behavior or act that may be constituted as ragging under clause 3 of the Regulations. b) I will not participate in or abet or propagate through any act of commission or olnission that may be constituted as ragging under clause 3 of the Regulations.

authorised (s & a) (s) of Notary Act 1956
 and (s) 297 of Cr. P.C. 1973 and (s) 139 of
 Civil Procedure Code 1908, & (s) 86 of
 Indian Evidence Act. 1872

NOTARY
 Gindhar Doo
 Samastipur Dist
 (Bihar) India
 Reg. No - 13607
 By Term Exp.
 On 27.11.2028
GOVT OF INDIA

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the 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 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 10th day of NOV month of Year. 2022



Farhan Ahmad

Signature of deponent

Name :

FARHAN AHMAD

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 Samastipur (place) on this the 10th (day) of (month), NOV (year), 2022

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

Solemnly Affirmed & Declared
before me, Mr./Mrs. Farhan Ahmad
Who is identified by Learned Advocate
Mr./Mrs.





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Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

Approved by AICTE Under Govt. of India (Ministry of HRD), Aryabhata Knowledge University, Patna (B. Tech, BBA, BCA & BA(J&MC)); State Board of Technical Education (SBTE), Patna (Diploma)

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Mechanisms for submission of online/offline students' grievances



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Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

Approved by AICTE Under Govt. of India (Ministry of HRD), Aryabhata Knowledge University, Patna (B. Tech, BBA, BCA & BA(J&MC)); State Board of Technical Education (SBTE), Patna (Diploma)

Mobile: 9102317777, 09308394144, 9334127770, 9322698410

Email: sityogengg@yahoo.com, sityog@gmail.com Website: <https://www.sityog.edu.in/>

Mechanisms for submission of online/offline students' grievances

The grievance redressal mechanism is constituted to be implemented in the institute to address the grievance related to students, women harassment, ragging, maintenance and other related issues. The grievance committee members investigate the cases through following mechanism:

1. An individual has to submit a grievance form
2. The submitted form is reported to the IQAC.
3. The IQAC then review the grievance and forward to Director office or concerned Department/Section In charge.
4. The concerned section will then take action and submit the report to the grievance committee for the closure of grievance within stipulated time.
5. The information about the action taken is communicated to the individual who has put up the grievance.



Rajesh Kumar

Director

Rajesh Kumar





सीतयोग प्रौद्योगिकी संस्थान, औरंगाबाद , बिहार
SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

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Grievance Form

Nature of Grievance:

Grievance:

Complainant Name	Department/ Semester, Branch	Date	Phone No	Signature

Submitted to	Date	Signature	Action Taken	Signature

Note: Kindly resolve within a week

Report submitted to Director/ Principal for Remarks:

Concern Authority Signature

Rajesh Kumar





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Suggestion / complaint Box have been installed in all the department blocks in which the Students, drop their grievances and their suggestions for improving the Academics / Administration in the College



Geetha Kumar



सीतयोग प्रौद्योगिकी संस्थान, औरंगाबाद , बिहार SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

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The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

The students can register their grievances in online at

WEBSITE LINK:

https://docs.google.com/forms/d/e/1FAIpQLSdZFte9AsXZF4uAX9nFvjCcvUU7v-vn-nY5UOvMxJKjUoT16Q/viewform?usp=sf_link

The screenshot shows the 'Grievance Redressal' Google Form. The header features the text 'Grievance Redressal' and 'We Care!' with a logo. Below the header, the form title 'Grievance Redressal' is displayed. The user's email address is shown as 'shahabingupta133@gmail.com'. The main section is titled 'Post Your Grievance' and contains a text input field labeled 'Your Grievance'. At the bottom of the form, there are 'Submit' and 'Clear Form' buttons. A footer note states: 'This content is neither created nor endorsed by Google. Report Abuse - Terms of Service - Privacy Policy'.

The screenshot shows the 'Grievance Redressal' Google Form after submission. The header features the text 'Grievance Redressal' and 'We Care!' with a logo. Below the header, the form title 'Grievance Redressal' is displayed. A confirmation message reads: 'Your response has been recorded.' Below this message is a link that says 'Submit another response'. At the bottom of the form, there is a footer note: 'This content is neither created nor endorsed by Google. Report Abuse - Terms of Service - Privacy Policy'.



Rajesh Kumar



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SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoia More, Aurangabad, Bihar- 824102 (INDIA)

Timely redressal of the grievances through appropriate committees

Mobile: 9334127770, 9322698410

Email: sityogengg@yahoo.com, sityog@gmail.com Website: <https://www.sityog.edu.in/>



**Grievance Redressal Committee
Academic year 2022-23**

Year	No. of grievances appealed	No. of grievance redressed	Average time for grievance redressal in number of days
2022-23	2	2	04 and 17 respectively

Content

Grievances appealed 1

Content

- Copy of grievance letter received from hostel students regarding poor quality of food.
- Minutes of the meeting for addressing the grievance received from the hostel students.
- Action taken.

Minutes of the meeting for

- Closure of grievance received from hostel students regarding poor quality of food in mess.

Grievances appealed 2

Content

- Copy of grievance letter received from hostel boys regarding maintenance of boy's gym.
- Minutes of the meeting for addressing the grievance received from the hostel of boys.
- Action taken.

Minutes of the meeting for

- Reconstitution of grievance redressal committee.
- Closure of grievance received from boys' hostel for maintenance of boy's gym.

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To

The Principal
Sityog Institute of Technology, Aurangabad

Sub:- Complain regarding ~~AA~~ bad quality of mess food.

Respected Sir;

I am writing to express my dissatisfaction with the quality of food provided at the mess facility. Despite numerous attempts to address this issue with the management, the situation has not improved. The food served is often stale unhygienic, and lacks nutrition value. As a member of the community relying on this service

I believe it's imperative to maintain a standard of quality that meets basic health and safety requirement. The Consistant disregard for these standard is not only disappointing but also poses a risk to the well being of individuals consuming the meals.

I request the grivance redressal committee to investigate this matter thoroughly and take appropriate action to rectify the situation.

Yours Sincerely

Anju Keman

22EE 01
Anju Keman (22EE15)

To,

The QRC,

Requested to take action

Coordinate

Internal Quality Assurance
SITYOG Institute of Technology

19/01/2023





सीतयोग प्रौद्योगिकी संस्थान, औरंगाबाद , बिहार
SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

21.01.2023

GRIEVANCE REDRESSAL COMMITTEE

Minutes of the meeting


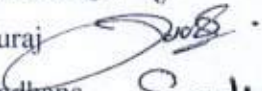
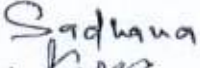
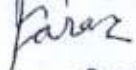
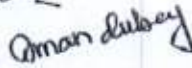
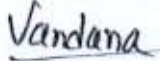
Agenda

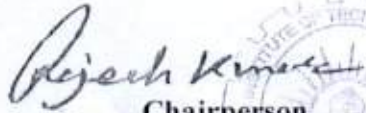
- Discussion on grievance letter received from hostel students.

Minutes

- The committee was informed about the grievance submitted by hostel students regarding the issued faced about the poor quality of food in the mess on 19.01.2023
- The committee took necessary steps to resolve the issue immediately by conducting meeting with hostel manager, mess in charge and cook.
- **Dr. R. K. Singh, Chairperson** of the committee, strictly directed to Mess In charge and cook that if the quality of food is not improved and if he gets a complain again, he will impose fine and after 3 complain tender of mess will be canceled.

Members present

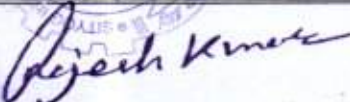
- Dr. R. K. Singh 
- Mr. Suraj 
- Ms. Sadhana 
- Md. Faraz Ahmad 
- Mr. Aman Kumar Dubey 
- Miss. Vandana 


Chairperson



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SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

Minutes of the meeting



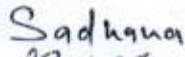
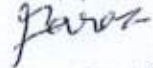
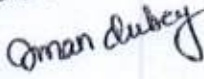
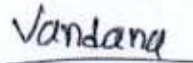
Closure of Grievance


Closure of grievance received from hostel students regarding poor quality of food in the hostel.

Minutes of the meeting

- The committee members were informed about the closure of the grievance, reported by hostel students on 23.01.2023
- A note of thanks received from them 23.01.2023 stated that quality of food is improved as new cook is hired.

Members present

- Dr. R. K. Singh 
- Mr. Suraj 
- Ms. Sadhana 
- Md. Faraz Ahmad 
- Mr. Aman Kumar Dubey 
- Miss. Vandana 


Chairperson



Mobile: 9334127770, 9322698410

Email: sitvogengg@yahoo.com, sitvog@gmail.com Website: <https://www.sitvog.edu.in/>



Date :- 05/04/2023

To,

The Principal
Sityog Institute of Technology.

Sub - Complain ~~to the~~ regarding maintenance
- of Boy's gym.

Respected Sir,

I am writing this letter to express my deep dissatisfaction with the lack of cleanliness and maintenance of our gym. Despite repeated attempts to bring the issue to the attention of the management, there has been no improvement in the condition of the gym.

There have been ongoing issues with the maintenance of equipment, some are with broken parts of equipment and malfunctioning mechanisms. It is essential for a gym to maintain a clean environment to ensure the well-being of its members.

Kindly look into the matter seriously for this I shall be highly obliged to you.

Yours Sincerely

Pratim Kumar
20102106020

To,
The GRC,
Requested to take action.


05/04/2023





07.02.2023

GRIEVANCE REDRESSAL COMMITTEE

Minutes of the meeting

Agenda

- Discussion on grievance letter received from boy's hostel.

Minutes

- The committee was informed about the grievance submitted by boy's hostel students regarding the issued faced about the maintenance of boy's gym dated 05.02.2023
- The committee took necessary steps to resolve the issue immediately by conducting meeting with Gym In charge
- Dr. R. K. Singh, Chairperson has directed Gym In charge to call the concern supplier and do the arrangement for the maintenance of the gym. He was also directed to appoint someone from guard for regular oiling and cleaning of the gym equipment.
- He was directed to keep In-Out register to monitor.

Members present

- Dr. R. K. Singh *RK Singh*
- Mr. Suraj *Suraj*
- Ms. (Sadhana) *Sadhana*
- Md. Faraz Ahmad *Faraz*
- Mr. Aman Kumar Dubey *Aman Dubey*
- Miss. Vandana *Vandana*

Rajesh Kumar
Chairperson

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Email: sityogengg@yahoo.com, sityog@gmail.com Website: <https://www.sityog.edu.in/>



Rajesh Kumar



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SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoia More, Aurangabad, Bihar- 824102 (INDIA)

Minutes of the meeting



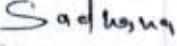
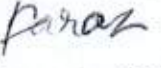
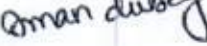
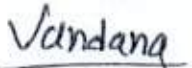
Closure of Grievance

Closure of grievance received from boys' hostel regarding maintenance of boy's gym.

Minutes of the meeting

- The committee members were informed about the closure of the grievance, reported by hostel students on 22.02.2023
- A note of thanks received from them 22.02.2023 stated that gym maintenance is done by maintaining hygiene and installation and repairing of equipment was done.

Members present

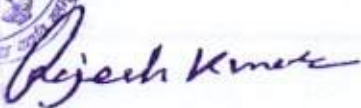
- Dr. R. K. Singh 
- Mr. Suraj 
- Ms. Sadhana 
- Md. Faraz Ahmad 
- Mr. Aman Kumar Dubey 
- Miss. Vandana 


Chairperson 

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SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoia More, Aurangabad, Bihar- 824102 (INDIA)

Grievance Redressal Committee

Academic year 2021-22

Year	No. of grievances appealed	No. of grievance redressed	Average time for grievance redressal in number of days
2021-22	1	1	11

Content

- 1) Copy of grievance letter received from boys' hostel students regarding instalment of new water cooler in boys Hostel.
- 2) Minutes of the meeting for addressing the grievance received from the hostel of boys.
- 3) Action taken.
- 4) Closure of grievance received from boys' hostel for installation of new water cooler.

16-03-2022

Mobile: 9334127770, 9322698410

Email: sityogengg@yahoo.com, sityog@gmail.com Website: <https://www.sityog.edu.in/>



Jeesh Kumar

Date - 14/03/2022

To

The Principal
Sityog Institute of Technology
Aurangabad, Bihar

Subject :- Complain Regarding installment of new water Cooler in
Boys Hostel.

Respected Sir

I am Writing to bring to your kind attention an issue regarding the recent installation of a new water Cooler in Boy's Hostel premises while the initiative to provide better facilities is appreciated, there are several concerns that need to be addressed -

Firstly, the location of the new water Cooler seems inconvenient for many residents, It is situated in an area that is not easily accessible to all students, causing overcrowding during peak hours and making it difficult for everyone to use the facility efficiently.

Yours Sincerely
Deepak Kumar
21CE05

Seen,
For GRC
committee for
taking action.



Deepak Kumar



15.03.2022

GRIEVANCE REDRESSAL COMMITTEE

Minutes of the meeting



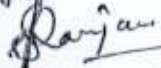
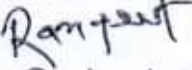
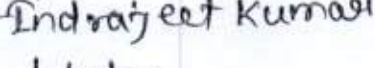
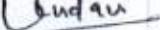
Agenda

- Discussion on grievance letter received from boys' hostel students regarding **instalment of new water cooler in boys Hostel on 14.03.2022 (Monday)**

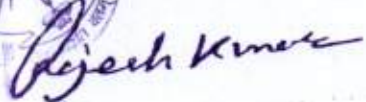
Minutes

- The committee was informed about the grievance submitted by II-, III-, and IV-year hostel students regarding the issued faced in the hostel like installation of new water cooler.
- The committee took necessary steps to resolve the issue immediately by conducting meeting with Admin officer and Hostel warden.
- Dr. S. K. Jha, Chairperson of the committee has directed Admin officer and Hostel warden to communicate with the water cooler supplier and install the water cooler as soon as possible before Holi vacation.

Members present

- Dr. S. K. Jha 
- Mr. R. K. Singh 
- Mr. Saroj Ranjan 
- Mr. Ranjeet Mishra 
- Mr. Indrajeet Kumar 
- Mr. Kundan Kumar 





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SITYOG Institute of Technology AURANGABAD, BIHAR
Growth Centre, Jasoija More, Aurangabad, Bihar- 824102 (INDIA)

Grievance Redressal Committee



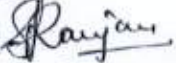
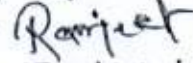
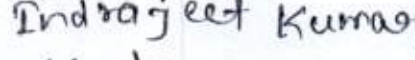
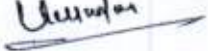
Closure of Grievance

Closure of grievance received from hostel boys regarding instalment of new water cooler in BOYS Hostel.

Minutes of the meeting

- The committee members were informed about the closure of the grievance, reported by boy's hostel on 25.03.2022.
- A note of thanks received from them 25.03.2022. stated that additional water cooler drinking water supply unit was installed in the boy's hostel.

Members present

- Dr. S. K. Jha 
- Mr. R. K. Singh 
- Mr. Saroj Ranjan 
- Mr. Ranjeet Mishra 
- Mr. Indrajeet Kumar 
- Mr. Kundan Kumar 

Chairperson  



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SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoia More, Aurangabad, Bihar- 824102 (INDIA)

Grievance Redressal Committee
Academic year 2020-21

Year	No. of grievances appealed	No. of grievance redressed	Average time for grievance redressal in number of days
2020-21	0	0	-



Prakash Kumar

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Email: sityogengg@yahoo.com, sityog@gmail.com Website: <https://www.sityog.edu.in/>



**Grievance Redressal Committee
Academic year 2019-20**

Year	No. of grievances appealed	No. of grievance redressed	Average time for grievance redressal in number of days
2019-20	1	1	5

Content

- Copy of grievance letter received from hostel students regarding maintenance of hygiene in hostel
- Minutes of the meeting for addressing the grievance received from the hostel students.
- Action taken.

Minutes of the meeting for

- Reconstitution of grievance redressal committee.
- Closure of grievance received from hostel students for maintaining hygiene in hostels.



Rejeesh Kumar

To.

Date - 15/02/2020

The Principal
Sityog Institute of Technology.

Sub - Regarding improvement in the hygienic
Conditions :-

Respected Sir,

I hope this letter finds you in good health and high spirits. I am writing to bring to your attention towards an issue that I believe requires immediate attention the need for improvement in the hygienic conditions within our College. The Restroom facilities are not up to the requisite standards of cleanliness. There is lack of necessary supplies like toilet cleaner, Sanitizers etc. Moreover unpleasant odours and malfunctioning fixtures have been reported.

It is essential that our College takes proactive steps to improve these conditions. It instills a sense of pride and respect for one's surroundings, fostering a positive learning experience which contributes to the over-all well being and academic success of students.

Yours Sincerely

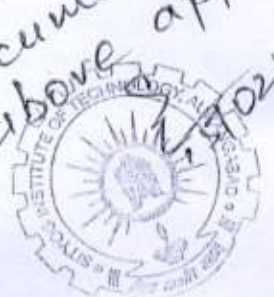
Nitish Kumar

19CED27



Nitish Kumar

To,
Admin Officer
Attend the meeting on
17/02/2020 with
all document related
to above application.





Date: - 17/02/2020

GRIEVANCE REDRESSAL COMMITTEE

Minutes of the meeting

Agenda

- Discussion on grievance letter received from hostel students.

Minutes

- The committee was informed about the grievance submitted by hostel students regarding the hygiene issued faced by the student on 15.02.2020
- The committee took necessary steps to resolve the issue immediately by conducting meeting with the Admin Officer.
- **Dr. S. K. Jha, Chairperson** of the committee has directed to admin to monitor the toilet cleaning and sanitization & cleaning of hostel and rooms on daily basis. Admin was directed to keep record and appoint his staff floor wise for cleaning.

Members present

- Dr. S. K. Jha *S.K. Jha*
- Mr. R. K. Singh *R.K. Singh*
- Mr. Saroj Ranjan *Saraj Ranjan*
- Mr. Ranjeet Mishra *Ranjeet*
- Mr. Indrajeet Kumar *Indrajeet Kumar*
- Mr. Kundan Kumar *Kundan*

Chairperson

GRIEVANCE REDRESSAL COMMITTEE

Mobile: 9334127770, 9322698410

Email: sityogengg@yahoo.com, sityog@gmail.com Website: <https://www.sityog.edu.in/>



Ranjeet Kumar





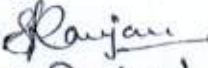
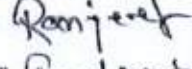
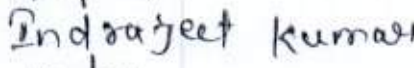

Closure of Grievance

Closure of grievance received from boy's hostel regarding maintaining hygiene in hostel.

Minutes of the meeting

- The committee members were informed about the closure of the grievance reported by hostel students on 20/02/2020.
- A note of thanks received from them 20/02/2020 stated that hygiene problem has been resolved proper cleaning of rooms and washrooms are done by the sweepers regularly

Members present

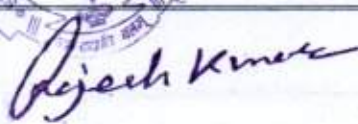
- Dr. S. K. Jha 
- Mr. R. K. Singh 
- Mr. Saroj Ranjan 
- Mr. Ranjeet Mishra 
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सीतयोग प्रौद्योगिकी संस्थान, औरंगाबाद , बिहार
SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

**Grievance Redressal Committee
Academic year 2018-2019**

Year	No. of grievances appealed	No. of grievance redressed	Average time for grievance redressal in number of days
2018-19	1	1	2

Content

- Copy of grievance letter received from hostel students regarding maintaining discipline in hostel and misbehavior of room mates
- Minutes of the meeting for addressing the grievance received from the hostel students.
- Action taken.

Minutes of the meeting for

- Reconstitution of grievance redressal committee.
- Closure of grievance received from hostel students for maintaining discipline and controlling misbehavior.



Rajesh Kumar

Mobile: 9334127770, 9322698410

Email: sityogengg@yahoo.com, sityog@gmail.com Website: <https://www.sityog.org.in>

Date: - 09/04/2019

To

The Principal
Sityog Institute of Technology
Aurangabad, Bihar

Subject: - Complain regarding misbehaviour of roommates.

Respected Sir,

I am writing to bring your kind attention towards a matter of great concern regarding misbehaviour and fight that occurred within the premises of our esteemed institution.

I was subjected to an act of aggression by one of my roommates. He attempted to physically harm me by throwing stuffs at me. This behaviour not only posed a threat to my well-being but also disrupted the conducive learning environment in our room.

I kindly requested you to conduct a thorough investigation into this matter and take necessary disciplinary action.

Yours sincerely
Abhishek Kumar
18ME11

To
The Hostel Warden
Please call the student
in front of committee
on 11/04/2019



Abhishek Kumar



सीतयोग प्रौद्योगिकी संस्थान, औरंगाबाद , बिहार
SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

Date: 11/04/2019

GRIEVANCE REDRESSAL COMMITTEE

Minutes of the meeting

Agenda

- Discussion on grievance letter received from hostel students.

Minutes

- The committee was informed about the grievance submitted by hostel students regarding the misbehavior, indiscipline, and fight on hostel on 09.04.2019
- The committee took necessary steps to resolve the issue immediately by conducting meeting with hostel manager, and faculties.

Members present

- Dr. S. K. Jha ✓
- Mr. R. K. Singh R
- Mr. Saroj Ranjan Saroj Ranjan
- Mr. Ranjeet Mishra Ranjeet
- Mr. Indrajeet Kumar Indrajeet Kumar
- Mr. Kundan Kumar Kundan



Chairperson



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Ranjeet Kumar



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SITYOG Institute of Technology AURANGABAD, BIHAR

Growth Centre, Jasoiya More, Aurangabad, Bihar- 824102 (INDIA)

GRIEVANCE REDRESSAL COMMITTEE


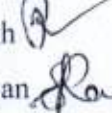
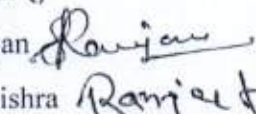
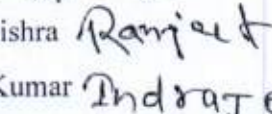
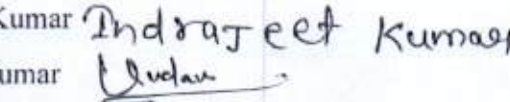
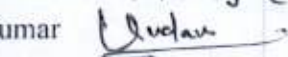
Closure of Grievance

Closure of grievance received from boys' hostel regarding maintaining hygiene in hostel.

Minutes of the meeting


- The committee members were informed about the closure of the grievance reported by hostel students on 11/04/2019.
- A note of thanks received from them 11/04/2019 stated that indiscipline and fight problem has been resolved by maintaining discipline, and changing rooms of students and warning is given to the indiscipline students.

Members present

- Dr. S. K. Jha 
- Mr. R. K. Singh 
- Mr. Saroj Ranjan 
- Mr. Ranjeet Mishra 
- Mr. Indrajeet Kumar 
- Mr. Kundan Kumar 

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