

Draft of
DUPMC Disciplinary rules (for
students of MBBS, MD),2022.

CONTENTS

Part –I College

CHAPTER - 1

COLLEGE & COLLEGE CAMPUS

1. Dress Code-
2. Hair Cut, Shaving and Personal Hygiene
3. Inviting Outside Speakers
4. Behavioural Misconduct
5. Criminal Activity
6. Forgery or Alteration of Records
7. Offensive Language:
8. Use of social networking media sites:
9. Cybercrime
10. Disrepute to Institution :
11. Sexual Harassment:
12. Harassment:
13. Damaging Property:
14. Conduct at College Functions:
15. Drugs/Substance Abuse:
16. Liable to punishments like :
17. Liquor:
18. Smoking:

CHAPTER – 2

HOSTEL

((DISCIPLINARY RULES FOR THE INMATES OF THE HOSTELS))

- 1.....
- 2.....
- 3.....

CHAPTER – 3

LIBRARY

- 1.....
- 2.....
- 3.....

CHAPTER – 4

RAGGING

- 1.....
- 2.....
- 3.....

Part – II Hospital Campus/Premises

- 1.....
- 2.....
- 3.....

Part –I College

CHAPTER - 1

COLLEGE & COLLEGE CAMPUS

1.Dress Code- DUPMC has special dress, formal pink colored shirt & formal brown colored full pant. Suggestive, provocative clothing is not allowed to be worn in the college campus or college sponsored activities.

1(a) : Though college does not impose any strict dress code, but students are advised to adhere to:

- i) Transparent, provoking & inducing attire is prohibited.
- ii) Headwear is not permitted such as hats, visors, and hoods (Exceptions may be granted based on religious and medical reasons with proper verification)
- iii) Sunglasses are not permitted except during outdoor activities.
- iv) Clothing or material that is inappropriate for Institute or offensive to any group is not permitted.
- v) Sleepwear and sleepwear type clothing are not permitted.
- vi) It is must for all the students, interns and postgraduate students to wear white apron when they are in classroom, practical hall, dissection hall, demonstration room, museum, wards, outpatient departments and other sections of hospital.
- vii) Students are expected to wear formal shoes while attending class, practical, wards, OPDs and other sections of college and hospital.
- viii) Students must wear a photo ID card of the institution while attending class, practical, wards, OPDs and other sections of college and hospital.
- ix) Midriff area (front and back) must not be visible at any time, even while seated.
- x) Jewelry of any kind that poses a safety hazard to the student or other students/ patients is not permitted.
- xi) Administrators have the discretion to exercise their judgment to determine if a student's attire is considered disruptive, distracting or indecent.
- xii) Shorts, half pants, t- shirt and jean pants are not permitted in classroom, practical hall, dissection hall, demonstration room, museum, wards, outpatient departments and other sections of hospital.

2.Hair Cut, Shaving and Personal Hygiene:

- i) Students should ensure that hair is not long and that it is kept well-trimmed and kempt. Boys may keep a moustache.
- ii) All boys other than Muslim and Sikhs will shave every day and be clean shaven. Sikh and Muslim students should maintain their beards properly.
- iii) Remaining unshaved and growing a beard (viz stubble / goatee/ French cut/mutton chops/ full beard) is not allowed.

- iv) Both boys and girls should maintain their proper personal hygiene .
- v) Girls should tie their hairs properly in classroom, practical hall, dissection hall, demonstration room, museum, wards, outpatient departments and other sections of hospital.

3. Inviting Outside Speakers:

- i) Student after written notification to the Principal/dean may invite a speaker to the college, subject to any restraints imposed by law.
- ii) The appearance of an invited speaker at the college does not represent an endorsement, either implicit or explicit, by the college.
- iii) The scheduling of facilities for hearing invited speakers shall be made through the Principals/deans office.
- iv) The Principal/dean must be notified in writing at least four academic days prior to the scheduled talk of an invited speaker.
- v) Notification shall include time, location and sponsoring organization.
- vi) The Principal/dean may approve or disapprove the program it is and solely dependent on Principal's/dean's discretionary powers.
- vii) All speakers shall allow time, as circumstances reasonably permit, for a question and answer session.

4. Behavioural Misconduct- Acts which will be construed to mean Behavioral Misconduct are too exhaustive to list. By and large, any activity that is not in the spirit of “good order” is Behavioral Misconduct, and includes (but is not limited to) the following:-

- i) Abuse, threats of violence or intimidation, coercion, deceit or other conduct by physical gestures (not including assault), by speech, or by electronic means that threatens or endangers the health, freedom or safety or any person or obstructs another resident or faculty member in performance of their duties.
- ii) Intemperate behavior, speech or gesture, threat to strike or strike any member of faculty, or attempt any form of rudeness or sexual innuendoes in a conversation with a faculty/student/non-teaching staff member.
- iii) Disorderly or indecent conduct, breach of peace, anti-social behaviour, or aiding or abetting other persons to breach the peace on College or Hostel premises or outside.
- iv) Disruptive behavior like sloganeering, agitating, striking, mass bunking of classes or clinics or events where attendance is mandatory and signature campaigns, combined petitions and representations.
- v) Obstruction of college activities such as teaching, administration and disciplinary procedures.

- vi) Failure or refusal to comply with the directions of teaching or admin staff pertaining to academic or administrative matters.
- vii) Influencing or attempting to influence another person to commit an act of Behavioural Misconduct.

5. Criminal Activity:

- i) Students shall never use insulting, inciting, or threatening language when interacting with anyone and will not participate in acts of violence towards persons or property of any kind, both on and off campus. Criminal activity involving acts or intimidation and threats of violence, assault, affray, battery, harassment, sexual assault, rioting or any form of criminal activity not involving violence like impersonation, forgery, bribery or attempt to bribe, alteration or misuse of any college document, record or identification, and theft of property or possession of stolen property by students will be viewed with the greatest seriousness.
- ii) Cases constituting criminal behaviour whether cognizable offences or non-cognisable offences under The Code of Criminal Procedure 1973, will be referred to the police for investigation. During the process of the investigations, the Dean may order the temporary expulsion of involved offenders from the Hostel in order to provide safety and to limit involvement of others in the alleged case and to provide natural justice for both parties.
- iii) In the event of police actions like arrests/ detentions/ interrogations initiated against any student or judicial proceedings like court hearings, students who remain absent from classes will not be eligible for any special consideration while deciding for eligibility to appear in university examinations, irrespective of whether such investigations or judicial proceedings exonerated such students.
- iv) Any form of cheating/forging/stating falsehood in any activity while at the institution will be severely dealt with.
- v) In the event of any criminal activity like assault or manhandling of any student or staff by student(s) and subsequent arrival at a compromise between the parties concerned, the matter will nevertheless be investigated by Disciplinary Committee for Students and disciplinary awards given for bringing the College to disrepute.
- vi) Students are responsible for the safe custody of their personal belongings. While joining or residing in campus students will not bring any items of jewellery, curios and other fancy or valuable items with them.
- vii) Any student who is found guilty of stealing or in possession of stolen private or public property will be liable for appropriate disciplinary/legal action.

- viii) The possession of firearms or dangerous weapons including knives, inflammables and explosives is prohibited.

6.Smoking:

- i) Smoking in the college campus is not permitted. Violations of this act shall be cause for disciplinary action
- ii) Liable to punishments like:
- Fine of Rs 5,000/- with warning for the first time
 - Fine of Rs. 10,000/- with expulsion from the Hostel for the second time
 - Fine of Rs.50,000/-with Academic suspension for I term from College-Third time

7. Liquor: Any student who, while in any college facility or participating in a college related program, uses, possesses, consumes, is demonstrably under the influence of, or sells any liquor, in violation of law shall be subject to discipline.

8. Liable to punishments like :

- Warning and Expulsion from the Hostel- First time.
- Suspension for Academic one term from the College- Second time.
- Suspension for Academic two terms from the College- Third time.
- If found as repeated Offender dismissal from the college.

9.Drugs/Substance Abuse:

- i) Any student who, while in any college facility or participating in a college related program, uses, possesses, consumes, is demonstrably under the influence of, or sells any narcotic drug or controlled substance, in violation of law, shall be subject to disciplinary action. Legal action as per law and
- Warning and Expulsion from the Hostel- First time
 - Suspension for Academic one term from the College- Second time
 - Suspension for Academic two terms from the College- Third time
 - If found as repeated Offender- dismissal from the college

10. Conduct at College Functions:

- i) Any student who significantly disrupts any college function by intentionally engaging in conduct that renders it difficult or impossible to continue such a function in an orderly manner, shall be subject to disciplinary action.
- ii) Liable to punishments like:
- Warning – First time
 - Suspension of 15 days from the College- Second time
 - Suspension for Academic one term from the College-Third time.

11.Damaging Property:

- i) Any student who causes or attempts to cause physical damage to property owned, controlled, or operated by the college or to property owned, controlled, or operated by another person while said property is located on college facilities, shall be subject to disciplinary action.
- ii) Any student who in this or any other manner is guilty of malicious mischief shall be subject to disciplinary action
- iii) Liable to punishments like:
 - a. Compensation of damaged property along with Fine of Rs.20,000/- with Warning - First time
 - b. Compensation of damaged property along with Fine of Rs.30,000/- with Suspension of one term from the College- Second time
 - c. Removal/ Rest ticket from the College- Third time

12. Harassment:

Any form of behavior which is unwelcome, intimidating or humiliating for the person who is the target of that behavior is harassment. Some examples are making inappropriate comments, questions and insinuations about another person's private life, making in timid ting comments or behaving so, offensive phone calls or messages sent by electronic means, attempts to coerce others into unchosen behavior, etc.

13. Sexual Harassment: Any student who, while in any college facility or participating in a college related program, knowingly engages in unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, where such behavior offends the recipient, causes discomfort or humiliation, or interferes with job or academic performance, shall be subject to disciplinary action.

- i) A demand or request for sexual favors.
- ii) Eve-teasing, whistling, cat-calls, winking, staring, blocking the path, following Molestation
- iii) Saying sexual jokes, jokes causing or likely to cause awkwardness or embarrassment.
- iv) Text messages/ missed phone calls.
- v) Gender-based insults or sexist remarks, lewd remarks.
- vi) Innuendoes, unsavory remarks and taunts
- vii) Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like.
- viii) Physical contact, touching or brushing against any part of the body and other advances.
- ix) Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings.

- x) Physical confinement against one's will and any other act likely to invade one's privacy.
- xi) Repeatedly asking out someone who is not interested.
- xii) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

Shall be Punished as per law and

- a) Warning and Expulsion from the hostel and suspension for one term from the College.
- b) Suspension for one year from the college
- c) Third Time- Expulsion from the college.

14. Disrepute to Institution : Students will ensure that their behaviour does not cast a “bad light” upon the College by indulging in incidents of assault/ affray with each other or outsiders, disrespecting the right of the neighborhood to courtesy, peace and quiet and being involved in illegal activities of any kind. Academic dishonesty, criminal activity, ragging, harassment, sexual harassment etc will invite the award of various forms of punishments under the law of the land. As the award of such punishments to a student of our college will bring disrepute to the institution, it will invite disciplinary actions as deemed appropriate. Further, they should not talk or act in any manner outside the College that would bring disrepute to college.

15. Cybercrime: Cybercrime is defined as “Offences that are committed against individuals or groups of individuals with a criminal motive to intentionally harm the reputation of the victim or cause physical or mental harm to the victim directly or indirectly, using modern telecommunication networks such as Internet (Chat rooms, emails, notice boards and groups) and mobile phones (SMS/MMS)”. Information Technology (Amendment) Act 2008 is applicable on all cases of hate mail, publishing or transmitting obscene material in electronic form, making communications that are distasteful, obscene or offensive, illegal.

16. Use of social networking media sites: The use of social networking media sites by any student to use insulting and derogatory remarks, or make insinuations about any person or group of persons including staff and faculty is prohibited. The communication of obscenities and derogatory or offensive comments at specific individuals focusing for example on gender, race, religion, nationality, sexual orientation, etc are punishable by law. Any student found to have committed any act of a cybercrime would be handed over to the Cyber Crime Cell of Police. In addition, for bringing the College into disrepute, the student would receive the harshest punishment.

17. Offensive Language: Any student in college campus uses language which is offensive to a reasonable person, shall be subjected to disciplinary action. Liable to

punishments like:

- a) Warning – First time
- b) Suspension for 15 days from the College- Second time
- c) Suspension for Academic one term from the College-Third time

18. Forgery or Alteration of Records: Any student, who, while in any college facility or while participating in any college related program, engages in forgery, shall be subjected to disciplinary action. Liable to punishments as per law and

- a) Warning and one term suspension – First time
- b) Suspension for 2 terms from the College- Second time
- c) Dismissal from the college – Third time

CHAPTER – 2

HOSTEL

(DISCIPLINARY RULES FOR THE INMATES OF THE HOSTELS)

19. Applicability : The following rules shall apply to both MALE and FEMALE students residing in the hostels. Violation of any rule will make the inmate liable to disciplinary action including expulsion from the hostels and also from institution.
20. Every student must remember that the hostel is the home of the student on the campus and therefore, he/she should behave himself/herself on the campus as well as outside in such a manner as to bring credit to him/her and to the institution.
21. A student once admitted in the hostel will continue to be a hostel inmate throughout the year unless otherwise debarred from the hostel on disciplinary grounds. Unless he/she clears the dues, she/she shall not be allowed to take University examinations. Further, he/she may be expelled from the place of residence and/or mess.
22. The admission into hostel is valid upto commencement of summer vacation/end of academic programme whichever is earlier.
23. Accommodation will be provided in summer vacation on request and depends on availability. The tariff for summer vacation is Rs.30/- per day per student. This facility is only for PG students who are doing their projects in institute and foreign students.
24. Room furniture, electrical fittings etc., are required to be maintained by the students in good condition. Students should vacate the hostel during summer vacation. If they have to leave any belongings in the hostel during this period, they should contact the hostel caretaker for the same but at their own risk. Nominal cloak room charges will be levied for each item kept under safe custody.
25. Residents shall occupy the rooms only after allotment is made by the hall warden concerned. Change of room may be permitted in exceptional cases, provided it is deemed necessary/justified by the Chief Warden. Unauthorised occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels. Residents found guilty of such violation of the hostel rules shall be expelled from the hostels without any further enquiry.
26. No parent or guardian of a student is permitted to stay in the hostel. They must obtain prior permission from the Registrar to stay in the college Guest House

only, (if such accommodation is available for a specific period on payment basis as per the Guest House accommodation rules).

27. Male students shall not remain absent from their hostels during night between 9.00 pm to 6.00 am without the prior permission of the Warden/Chief Warden. Corresponding timings for the Girl's hostel are 9.00 pm to 7.00 am even with prior permission. In case of any emergency, they should take written permission from the Chief Warden/concerned Block Warden. The students are required to carry their identity cards with them when they move inside the campus.
28. Visitors are not permitted in the hostel after 7.00 p.m. However, in special cases, prior permission of warden must be obtained to stay beyond these hours.
29. Hostel students shall not leave the headquarters without prior permission of the Warden/Chief Warden. They shall have to apply for permission in writing in advance stating the reason for leaving and the address of destination. Hostel students who leave hostel without the application and prior permission from the concerned authorities shall be deemed to be missing and their parent/guardian or even the police authorities may be intimidated.
30. Any hostel student harbouring any unauthorised person(s) will be expelled from the hostel immediately.
31. The inmates of the hostel should not leave the hostel premises on holidays for the purpose of excursion or picnic without prior permission of the Warden/Chief Warden. However, for any accident or fatality that may occur during picnic/excursion, the responsibility does not lie with the institute or Hostel authorities.
32. No resident of the hostel is permitted to take any article/utensils etc, outside the hostel/mess premises and even to his/her room.
33. No association of students on the basis of region, caste or creed is permitted.
34. No secret activities or meetings are permitted on the hostel premises. For holding any meeting in the hostel room or anywhere in the hostel area, prior written permission should be obtained from the Chief Warden.
35. Residents shall refrain from any act, covert or overt, that may destroy or disturb the peace and harmony among the residents and on the campus.
36. No hostel inmate shall take the law into his/her own hands. If any of the hostel inmates find that other students are indulging in any undesirable activity or causing inconvenience or physical injury to him/her or to the other hostel inmates, he/she should lodge a complaint in writing with the warden concerned.
37. Keeping of lethal weapons like sticks, rods, chains etc. in the hostel rooms is strictly prohibited.

38. The hostel cannot be considered as the hiding place for miscreants. The police authorities may enter the campus and detain anyone depending upon the severity of the offence.
39. Ragging of any kind is severely punishable as per the Maharashtra State Prohibition of Ragging Act, 1997 and 2002. As such students are advised not to indulge in such activity.
40. Students who have finished the four years of course work but yet to pass some examinations are called backloggers. Such students will not be normally given accommodation in the college hostels. Similarly, students who have not been promoted to the next higher class and who are not for some reason attending classes during the given semester or academic year also will not be given accommodation in the hostels.
41. The hostel area is declared out of bounds to the backloggers. Therefore, the stay of any Sacldogger in the hostel will be treated as a case of trespass. The hostellers who entertain or permit backlog students to stay in their rooms, will also be liable to disciplinary action including expulsion from hostels.
42. Hostel inmates who are found guilty of misconduct or guilty of infringement of any of the rules prescribed above shall be liable to fine, suspension, rustication or dismissal either from the hostels and/or from the institute or both by the appropriate authority.
43. Accommodation in the hostel cannot be claimed as a matter of right. Students who disturb peace and violate the rules of the hostels on the campus will be expelled from the hostels.
44. The consumption or storage or supply of liquor or any sort of intoxicant is strictly prohibited and if found guilty, the offenders will be dealt with severely, including prosecution. Any kind of gambling is also prohibited.
45. Medical facilities are provided at the college dispensary for routine health problems. However, for any other treatment requiring specialist/expert medical care and treatment, the inmates are supposed to make their own arrangements for treatment and to bear medical expenditure themselves.
46. In case a student falls sick, he/she should contact immediately the Medical Officer/Chief Warden/Warden. In case of an emergency, students may shift the patient immediately to a hospital and inform the authorities at the earliest. A student suffering from infectious/contagious diseases will not be permitted to stay in hostels.
47. Residents shall not get involved in arguments or otherwise interfere with the duties of the employees of the hostel. If there is any complaint or suggestion to be made, it shall be made to the warden concerned.

48. A hostel student will be completely responsible for all his possessions including his/her cycle/Laptop/Computer/Electronic gadgets, etc., The institute hostel will not be responsible for any loss incurred.
49. The use of motor vehicles such as Car, Motor cycle, Scooters, Mopeds, etc. by students is strictly prohibited inside the college/hostel premises.
50. No one should use the belongings of other students without their consent.
51. Boarders will be personally and collectively responsible for any loss/damage to the properties and equipment and other fittings in the common halls. In case of damage to any buildings, furniture, apparatus or other property of the college, the loss caused to the institution shall be recovered directly from those identified persons whenever possible. But, if persons who cause the damage are unknown, the cost of repairing it, as may be assessed by the hostel authorities, will be distributed equally among all the students of such groups or associations as may be found responsible.
52. Students are advised not to keep valuables in the hostel rooms. They are advised to deposit extra cash in the bank or in the post office or at any other safe place.
53. They should lock their rooms properly when they go out for their bath, mess etc, Each room-mate must keep a key of the door lock of his room, particularly in the case of double/triple seated rooms.
54. Each student shall use only one tube-light not exceeding 40 watts. Use of all unauthorised electrical appliances such as heaters etc., is strictly prohibited and these will be confiscated, and the concerned student will be penalised. However, usage of computer and printer in the hostel room will be allowed with prior permission from the Chief Warden.
55. A student who possesses a personal computer/laptop should register with the concerned warden. A student who wishes to take his/her personal computer outside the campus, will have to contact the Chief Warden in person and get permission by producing (a) the original bill for the purchase of the computer, (b) Identity card.
56. Fans and lights must be switched off when the students leave their rooms. Light must be switched off positively when they go to bed. In case it is noticed that fans/lights are on the locked room, a heavy penalty will be imposed for wasting the costly energy sources.
57. Every student residing in the hostel must dine in the hostel messes only. Individual/group cooking in the rooms is forbidden. If found, they will be expelled from hostels or fined.

58. Playing music and videos etc. inside the rooms is strictly prohibited as it causes disturbance to the inmates. Any such complaint against boarders will be viewed very seriously and seizure of the gadgets will be made alongwith imposition of heavy fine.
59. Every inmate of the hostel shall pay the mess bill and other charges before the stipulated date of every month, failing which fines will be imposed as per rules and regulations. The approved rules regarding mess rebate will be applied to all the inmates of the hostel. Mess exemption on medical ground will be allowed under extraordinary situation on payment of service charges.
60. The room of any student in the hostel can be inspected at any time by the Warden/Chief Warden or any authorised member of the institute staff or district police officials. Inmates are advised to keep their ID cards with them and show them on demand.
61. Block Voulanteers/Mess oulanteers will be selected on merit or as desired by the Warden from among the Block/mess students to assist him/her in the supervision of Irostell block/mess and in enforcing discipline. Every hostel inmate shall co-operate with him/her in the act of discharging his/her duties,
62. Hostel inmates are instructed to maintain their surroundings neat and clean.
63. Students should not break open or try to break open the occupied/vacant rooms of the hostels. Any damage done to the hostel property will have to be borne by all the residents of the hostel.
64. Inmates' should not fire crackers on any occasion inside the hostel or within the premises of the hostel.
65. Inmates are prohibited from writing slogans, or any writings obscene drawings on the hostel walls and rooms. I leavy penalties will be imposed on students/group of students indulging in such writings. 45. Inmates should not play cricket, football etc, in the common halls or inside or infront of hostels. It causes damage to the hostel property, but also disturbs the peace of the surroundings. Heavy penalty will be imposed and will be collected from all students of the Block.
66. All the hostellers are to note that electrical/carpentry/plumbing complaints should be given in writing to Warden In-charge (Maintenance) or written in the complaint register available in the hostel office. In case the complaint is not attended to or there is any difficulty, the students can contact the Chief Warden.
67. Female visitors and girl students are not permitted to visit the men's hostel any time.

For Female students:

68. Male visitors (visitors mean Parents/Guardians) are not permitted any time into the women's hostel.
69. In the case of the women's hostel, Lady visitors are not permitted after 7.00p.m.
70. All Girl students must be present in their rooms before 9.00 p.m. Girl students must take prior permission from the concerned Warden/Chief Warden for leaving the campus, in case of urgent necessities only. They must enter their movements in the Register provided while going out and reporting in (after obtaining permission from the concerned Warden/Chief Warden). Students leaving the hostel without prior permission will be reviewed very seriously and will invite expulsion from the rooms and or from the institute. I have read and understood agree to abide by them. Date: /

CHAPTER – 3 LIBRARY

71. Code of conduct for Library regulations

- i) It is a breach of the Library regulations to attempt to enter any Library building by use of another reader's Identity Card. Readers must show their Identity Card or Library Card on request to any member of the Library staff when within the Library.
- ii) Readers before leaving Library buildings must present all books, bags and briefcases to the guards for inspection. No Library book may be taken out of a Library building except a book the loan of which is permitted and which has been recorded by the Library staff as being on loan to the reader.
- iii) Mutilation or defacement of any book or article of Library property is regarded as a major offence.
- iv) Readers may not use bottles of ink or correction fluid in the Library, nor may such substances be left on desks or in reading rooms.
- v) Any marking or highlighting or underlining of any content of any book/journal is strictly prohibited and subject to discipline
- vi) Silence must be observed as far as possible in all parts of the Library. The use, in a manner causing noise or disturbance, of electrical equipment such as computers, mobile phones, personal stereos, or radios is prohibited. Except in respect of computers in specifically designated areas, the Library does not make power outlets available for such electrical equipment. Users of computers in the Library are reminded that they must also comply with the college's IT and network code of conduct and other regulations for the time being in force.
- vii) Smoking and the consumption of food and drink are forbidden in all parts of the Library open to readers, and no items of food or drink may be left on desks or in reading rooms.
- viii) Readers are not allowed to bring visitors into the reading rooms unless special permission is taken from the Librarian
- ix) Readers are not permitted to reserve seats by leaving their belongings or books on seats and desks. The Library staff may move any property left at unoccupied desks or seats for more than 15 minutes except for officially reserved seats.
- x) Readers are at all times responsible for their own property.
- xi) Activities like group discussions are strictly prohibited in the reading rooms.
- xii) Those undergraduate students who want to enter postgraduate or staff reading section may do with prior permission from the librarian.
- xiii) Readers are required to comply with the provisions of the Copyright and Related Rights acts when making photocopies from material which enjoys copyright protection. Failure to comply may expose student or staff member of College, to College disciplinary procedures.

- xiv) Breach of the Library regulations will result in disciplinary action by the Librarian, Professor Incharge of library and Principal or as appropriate.
- xv) Appeal against a Library penalty or decision of the Librarian is to the Professor Incharge and he in turn may act appropriately after informing Principal.
- xvi) The Disciplinary committee under the Chairmanship of Principal/Dean with respect to library, imposes penalties, with the inputs from the librarian for breaches of the Library regulations.
- xvii) Penalties may include fines, administrative and other charges, ejection and temporary or permanent exclusion from the Library and/or the College and/or the University, and the confiscation of any personal property brought into or used within the Library in breach of library and/or any other applicable college regulations.
- xviii) The Library/Librarian shall not be responsible, in any way whatsoever, for any property so confiscated.
- xix) Graduate and Post graduate students are required to return all books to the Library within one month before the final examination.
- xx) The Library will submit records of books and fines outstanding to the student section for the purpose of alerting students to their obligation to clear their Library dues so that they may be allowed to appear in the examinations.

CHAPTER – 4 RAGGING

72. Ragging: Matters pertaining to ragging will be dealt as per the provisions of given by the NMC Rules 2(l) , MCI and UGC.

Ready reference

Sec.2 (l) —Ragging means the act of misconduct of students towards one another as defined in regulation 4;

Sec.4. Actions that may constitute ragging.—The following actions shall be included but not limited to those that may constitute ragging, namely:—

- 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 the 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, such as, sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- (h) any act or abuse by spoken words, emails, post, snail-mails, blogs, 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 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;

(j) any act that undermines human dignity and respect through humiliation or otherwise;

(k) 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;

(l) any other act not explicitly mentioned above but otherwise construed as an act of ragging in the letter and spirit of the definition for ragging as provided under regulations 3 and 4.

DEALING WITH INCIDENTS OF RAGGING

20. Disciplinary matters to be resolved within the campus of institutions.—All matters of discipline within medical college or institution shall be resolved within the campus of such medical college or institution, except those impinging on law and order or breach of peace or public tranquillity, which may be dealt with under the penal laws for the time being in force.

21. Reporting incidents of ragging.— (1) It shall be mandatory for all concerned to report every incident of ragging.

(2) Not reporting an incident of ragging even by a fresher shall be viewed seriously and may amount to abetment of ragging.

(3) The report or complaint of an incident of ragging may be made by—

(i) a fresher or a parent or other student; or

(ii) authorities of the hostel, security personnel or any other staff such as canteen staff; or

(iii) Head of the Institution, faculty member, or members of the Anti-Ragging Squad or Anti-Ragging Committee on surprise checking; or

(iv) Others such as direct complaint to local Police or District Authorities

(4) In all instances, without exception, the name of the complainant, especially students, unless otherwise permissible, shall be kept confidential.

(5) Every information or complaint regarding incident of ragging shall be immediately and simultaneously conveyed to the Head of the Institution either directly or through the Control Room or anti-ragging helpline.

(6) Other officials of the medical college or institution, as shall be previously decided upon, such as the members of the Anti-Ragging Squad and Anti-Ragging Committee, hostel warden, security staff and others shall also be simultaneously informed.

(7) Necessary mechanisms shall be kept in place by the medical colleges or institutions for immediately relaying information regarding incidents of ragging to the University, district authorities, police officials.

22. Immediate action.— (1) On receiving the information of an incident of ragging, the Anti- Ragging Squad or an appropriate authority shall make an immediate on-the-spot enquiry and submit a report or recommendations to the Head of the Institution.

(2) The Head of institution shall, immediately on receipt of such information or recommendation, determine if a case under the penal laws is made out after inquiry as specified in regulation 23, proceed to file a First Information Report within twenty-four hours of receipt of such information or recommendation either on his own or through a member of the Anti-Ragging Committee or an official authorized by him in this behalf, with the police and local authorities, under the appropriate penal provisions.

(3) If a parent or student directly files a First Information Report with the police, the Head of the medical college or institution is not absolved of the responsibility of filing a First Information Report.

(4) The Head of the Institution shall also inform the University to which such medical college or institution is affiliated and the Nodal Anti-Ragging Authority of the District and the Commission.

23. Institutional inquiry or investigation and report.—

(1) The Head of the Institution shall constitute a specific committee to inquire into or investigate the incident of ragging without waiting for the report of any other authority, even if this is being investigated by the police or local authorities.

(2) The inquiry or investigation shall be conducted thoroughly including on-the-spot or site of the incident in a fair and transparent manner, without any bias or prejudice, upholding the principles of natural justice and giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

(3) The entire process shall be completed and a report duly submitted within seven days of the information or reporting of the incident of ragging.

(4) The report shall be placed before the Head of the Institution or the Anti-Ragging Committee.

(5) The Anti-Ragging Committee shall examine the report, decide on and recommend further administrative action to the Head of the Institution.

24. Institutional administrative and penal actions.— (1) Every medical college or institution shall, after receiving the recommendations of the Anti-Ragging Committee under regulation 23, take necessary administrative action as it may deem fit.

(2) The Anti-Ragging Committee, on accepting the report of the institutional inquiry or investigation by the appropriate committee, shall recommend one or more of the actions provided under sub-regulations(5) and (6) depending on the nature, gravity and seriousness of the guilt established of the act of ragging as given under the provisions of Chapter II with the understanding that the action shall be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents:

(3) Where the individual person committing or abetting an act of ragging is not identified on the basis of the findings of the institutional inquiry or investigations, and the subsequent recommendations thereof, the medical college or institution thereof shall resort to collective punishment of more than one or a group of persons, as deemed fit, as a deterrent to ensure community pressure on the potential raggers.

(4) The broad ingredients that may call for punitive actions on receipt and approval of the recommendations include but is not limited to—

- (i) abetment to ragging;
- (ii) criminal conspiracy to ragging;
- (iii) unlawful assembly and rioting while ragging;
- (iv) public nuisance created during ragging;
- (v) violation of decency and morals through ragging;
- (vi) physical or psychological humiliation;
- (vii) causing injury to body, causing hurt or grievous hurt;
- (viii) wrongful restraint;
- (ix) wrongful confinement;
- (x) use of criminal force;
- (xi) assault as well as sexual offences or even unnatural offences;
- (xii) extortion in any form;
- (xiii) criminal intimidation;
- (xiv) criminal trespass;

(xv) offences against property;

(xvi) any other act construed as provided under regulations 3 and 4.

(5) The nature of punitive actions that may be decided shall include the following, but shall not be limited to one or more of these actions that may be imposed, as deemed fit, namely:—

(i) suspension from attending classes and academic privileges;

(ii) withholding or withdrawing scholarship or fellowship and other benefits;

(iii) debarring from appearing in any test or examination or other evaluation process;

(iv) withholding results;

(v) debarring from attending conferences, and other academic programmes;

(vi) debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc. ;

(vii) suspension or expulsion from the hostel;

(viii) imposition of a fine ranging from twenty-five thousand rupees to one lakh rupees;

(ix) cancellation of admission;

(x) rustication from the medical college or institution for a period ranging from one to four semesters;

(xi) expulsion from the medical colleges or institutions and consequent debarring from admission to any other institution for a specified period.

(6) Without prejudice to the provisions of regulation 8, it shall be mandatory upon the medical college or institution to enter in the Migration Certificate or Transfer Certificate issued to the student as to whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.

(7) Any other measure as directed by Courts of law shall be followed by the medical college or institution.

(8) The Head of the Institution shall follow-up the information regarding the incident of ragging provided under sub-regulation (4) of regulation 22, to the University to which the medical college or institution is affiliated with a report regarding the findings of the institutional level inquiry or investigation and the actions taken thereof.

(9) The Head of the Institution shall provide a report regarding the incident of ragging and the actions taken thereof to the Commission having informed earlier according to the provisions of sub-regulation (4) of regulation 22.

25. Appellate authorities.—Every person who have been awarded punitive measures or punishments shall, in view of the principles of natural justice, have the right to appeal with the following, namely:—

(a) for decisions or orders at the level of the medical college or institution:

(i) the Vice Chancellor of the University to which the such medical college or institution is affiliated;

(ii) the Director or Chief Executive Officer, in the case of institutions of national importance;

(b) for decisions or orders at the level of the University:

(i) the Chancellor of the University to which the medical college or institution is affiliated;

(ii) the President in the case of institutions of national importance.
