



RAMA DEVI WOMEN'S UNIVERSITY

Vidya Vihar, Bhubaneswar-751022, Odisha

Website: <https://rdwu.ac.in>

E-mail: registrar@rdwu.ac.in

Proof for Implementation of Guidelines of Statutory/ Regulatory Bodies

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CPHE/1712
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GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT

Registered

No.: 32452 /HE, Dated: 03 /08/2022
HE-PTC-MISC-0015-2022

From

Saswat Mishra, IAS
Principal Secretary to Government



To

Vice-Chancellors of all State Public Universities (under HED)
Principals of all Government General Degree Colleges and Teacher Education Colleges (under HED)
Principals of all Aided and Un-aided Non-Government Colleges (under HED)

Sub: Ragging prevention measures in Universities and Colleges (under HE Department)

Madam/Sir,

(1) As the time for admission of new students into universities and colleges has come, all universities and colleges (under HE Department) are hereby directed to take up ragging prevention measures as per UGC notified 'Regulations on Curbing the Menace of Ragging in Higher Educational Institutions 2009'. UGC has amended this Regulation thrice in the meantime. This Regulation, with its amendments, is available in the UGC website. Letter of UGC dated 16.10.2020 is enclosed herewith at (Annexure-A) for your reference.

(2) As per the 2nd Amendment of the above-said UGC Regulations, it is compulsory for each student and his/her parent/guardian to submit an online undertaking each academic year in either of the two designated websites namely (www.antiragging.in) and (www.amanmovement.org). Procedure for filing online anti-ragging undertaking has been communicated by UGC vide its letter dated 27.10.2021 (Annexure-B). If it becomes difficult to file online undertaking, institutions shall obtain physical undertaking from students and their parents/guardians in the format given in Annexure C (1) and C (2). As this physical undertaking is not an affidavit, there is no necessity of getting this undertaking verified/signed by any Notary Public or Oath Commissioner.

(3) All institutions should distribute pamphlet/leaflet amongst students of all batches, once in a quarter, containing anti-ragging messages as well as

No. 248/SVC/RDWU/2022
Dt. 22-08-2022

P.D. University

CIC,
Anti ragging
Cell

CPHE
22/08/22

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Akhondy
22/08/2022
Vice Chancellor

punitive actions that can be taken against students found involved in ragging. The pamphlet/leaflet should also contain National Anti-ragging Helpline number and e-mail Id and also the mobile number and e-mail Id of important functionaries of the institution including that of Hostel Warden, Hostel Superintendent, Head of Institution, Anti-ragging Squad Members, etc. These telephone numbers and e-mail Ids should also be conspicuously displayed, in shape of wall paintings or display board, at various places of the institution especially in hostels including private hostels situated outside the campus.

- (4) Institutions should organize awareness programs/workshops on "Awareness on Ragging and Anti-Ragging Measures". Consciousness among students should be spread by conducting Dramas, Audio Visual Events, Nu-Skool, etc. Efforts should be made to create the ability in students to understand and share the feelings of one another. Emotional Quotient (EQ) is to be developed in them which will in turn help them to manage their own emotions in a positive way in their professional and personal life.
- (5) An active and effective Anti-ragging Squad is perhaps the most effective way of prevention of ragging. An Anti-ragging Squad, comprising of 3 to 4 teachers, shall be constituted by the Head of the Institution for maintaining vigil, oversight and patrolling function. The Squad shall remain mobile, alert and active at all times. The telephone number of the Squad members should be intimated to students of all batches through pamphlet/leaflet and display board/wall painting. The Squad should make surprise visit to hostels and other places vulnerable to incidents of ragging, including private hostels and such other vulnerable places outside the institution campus. The Squad shall conduct enquiry into any incident of ragging referred to it by the Head of the institution or any teaching or non-teaching employee of the institution or any student/parent/guardian or by any other person; and submit its enquiry report along with recommendations to the Head of the Institution. While conducting enquiry, the Squad must follow fair and transparent procedure. Students accused of ragging should be given adequate opportunity to defend themselves. On receipt of enquiry report of the Anti-ragging Squad, the Head of the Institution shall take appropriate action as per the provisions of the UGC Regulations.

The Squad shall also conduct discreet random survey amongst fresh students every fortnight during the first three months of the academic year to verify and cross-check whether the institution is indeed free of ragging or not.

- (6) Notwithstanding the obligations and responsibilities of members of Anti-ragging Squad, Anti-ragging Committee and the Head of the Institution, it shall be the general collective responsibility of all teachers and staff/employees of the institution, whether regular or temporary, to prevent or to act promptly against occurrence of ragging or any incidence of ragging which comes to their notice.
- (7) No institution shall condone any reported incidence of ragging in any form. Action against students found guilty of ragging and/or abetting ragging must be taken in accordance with the provisions of the UGC Regulations. For every established case of ragging and/or abetment of ragging, the institution shall file First Information Report (FIR) with the Local Police Authorities under the appropriate penal provisions of Indian Penal Code (IPC). Without waiting for the outcome of such FIR, the institution shall also take action against the students found guilty of ragging or abetment of ragging by imposing suitable punishment as mentioned in Para-9.1(b) of the UGC Regulations.
- (8) Ragging is a criminal offence and is also a dehumanising and abominable act. Institutions must sincerely endeavour towards ensuring a ragging free campus to eliminate the scourge of ragging. Incidents/Allegations of ragging should not be ignored and swept under the carpet to present "All is well" message. In established cases of ragging, institutions must not try to patch up between the student(s) found guilty of ragging and the victim(s) of ragging. Such laxity towards ragging will do more harm than good to the institution in long-term.
- (9) Members of State-level Anti-ragging Committee, District-level Anti-ragging Committees and HE Department-level Anti-ragging Committee may make random and surprise visits to Universities and Colleges to check whether desired anti-ragging measures are put in place or not.

Yours faithfully


Principal Secretary to Government

03/08/2022

(P.T.O)

Memo No.: 32453 /H.E., Dated: 03 /08/2022

Copy forwarded to the P.S. to Hon'ble Minister, Higher Education Dept. for kind knowledge of the Hon'ble Minister.


Principal Secretary to Government

Memo No.: 32454 /H.E., Dated: 03 /08/2022

Copy forwarded to the Principal Secretary to Government, Skill Development and Technical Education Department, Odisha (Nodal Department for monitoring Anti-Ragging measures in the State) for kind information.


Principal Secretary to Government

Memo No.: 32455 /H.E., Dated: 03 /08/2022

Copy forwarded to the Vice-Chairperson, OSHEC, Pustak Bhawan, Suka Vihar, Bhubaneswar for kind information.


Principal Secretary to Government

Memo No.: 32456 /H.E., Dated: 03 /08/2022

Copy forwarded to RDEs (BBSR/Balasore/Berhampur/Jeypore/Sambalpur) for information.


Principal Secretary to Government



उच्च शिक्षण विभाग

प्रो. राजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

बहादुरशाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax: 011-2323 8858

E-mail: secy.ugc@nic.in

23 OCT 2020

16th October, 2020

D. O. No. F. 1-15/2009 (ARC) pt.III

Dear Madam/Sir,

In pursuance to the Judgment of the Hon'ble Supreme Court of India dated 8.5.2009 in Civil Appeal No. 887/2009, the UGC notified "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009". The Regulations are available on the UGC website i.e. www.ugc.ac.in.

It is once again brought to your kind notice that ragging is a criminal offence and UGC has framed regulations on curbing the menace of ragging in higher educational institutions in order to prohibit, prevent and eliminate the scourge of ragging. These regulations are mandatory and all institutions are required to take necessary steps for its implementation in toto including the monitoring mechanism and any violation of these regulations will be viewed seriously. If any institution fails to take adequate steps to prevent ragging or does not act in accordance with these Regulations or fails to punish perpetrators of incidents of ragging suitably, it will attract punitive action against itself by the UGC.

You are requested to step up anti-ragging mechanism by way of adequate publicity through various mediums: constitution of anti-ragging committee and anti-ragging squad, setting up of Anti Ragging Cell, installing CCTV cameras at vital points, Anti-ragging workshops and seminar, updating all websites with nodal officer's complete details, alarm bells etc. Regular interaction and counseling with the students, identification of trouble-triggers and mention of Anti-ragging warning in the institution's prospectus and information booklets/brochures shall be ensured. Surprise inspection of hostels, students' accommodation, canteens, rest cum recreational rooms, toilets, bus-stands, display Anti Ragging posters at all prominent places like Admission Centre, Departments, Library, Canteen, Hostel, Common facilities etc. These posters are available on UGC website www.ugc.ac.in. The size of posters should be 8x6 feet. Any other measure which would augur well in preventing/quelling ragging and any uncalled for behaviour/incident shall be undertaken.

Students in distress due to ragging related incidents can call the National Anti-ragging Helpline 1800-180-5522 (24x7 Toll Free) or e-mail the Anti-Ragging Helpline at helpline@antiragging.in. For any other information regarding ragging you may please visit the UGC website i.e. www.ugc.ac.in & www.antiragging.in and contact UGC monitoring agency i.e. Aman Satya Kachroo Trust on Mobile No. 09871170303, 09818400116 (only in case of emergency).

Contd...

UGC also drives an Anti Ragging Media Campaign through different modes and UGC has got developed the following entities to promote anti ragging which are available on UGC website i.e. www.ugc.ac.in

- a. UGC has developed 05 TVCs of 30 seconds each with different perspective i.e. parents, Victim and Offenders.
- b. UGC has designed and distributed 04 types of posters amongst Universities / Regulatory Authorities / Councils / IITs / NITs / other educational institutions for the prominent display of these posters.
- c. UGC has consecutively organized 02 Anti- Ragging Competitions for students/faculty/general public for the wider awareness of the menace of ragging.

In compliance of the 2nd Amendment in UGC Regulations, you are requested to make it compulsory for each student and every parent to submit an online undertaking every academic year at www.antiragging.in & www.amanmovement.org

With kind regards,

Yours sincerely,


(Rajnish Jain)

The Vice-Chancellor of all Universities

Encl: As above

Copy to:

1. All Regulatory Bodies
2. UGC Regional Officer


(Rajnish Jain)



ज्ञान-विज्ञान विमलतम

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

विज्ञान विभाग, भारत सरकार
(Ministry of Education, Govt. of India)

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Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax: 011-2323 8858

E-mail: secy.ugc@nic.in

D. O. No. F. 3-2/2021 (ARC)

27 OCT 2021 October, 2021

'SPEED POST'

Subject: Revised procedure for students to file online Anti Ragging Affidavit.

Dear Madam/Sir,

As you are aware, in pursuance to the Judgment of the Hon'ble Supreme Court of India dated 8.5.2009 in Civil Appeal No. 887/2009, the UGC notified "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" and in compliance of the 2nd Amendment in UGC Regulations, it is compulsory for each student and his/her parent/Guardian to submit an online undertaking each academic year at either of the two designated web sites, namely, www.antiragging.in and www.amanmovement.org.

As part of UGC's initiative towards reduction of compliance burden of its stakeholders, UGC has revised the procedure for students to file online Anti Ragging Affidavit.

The revised procedure is as follows:

Step 1: A student will submit his/her details on the same web sites (www.antiragging.in and www.amanmovement.org) as before; read and confirm that he/she and his/her parents/Guardians have read and understood the regulations on curbing the menace of ragging. He/She will confirm & agree that he/she will not engage in ragging in any form. (Step 1 is the same like before).

Step 2: The student will receive an E MAIL with his/her registration number and a web link. The student will forward the link to the E mail of the Nodal officer in his/her university/college. **(Please note that the student will not receive pdf affidavits and he/she is not required to print & sign it as used to be the case earlier).**

Step 3: The Nodal Officer in the university/college can click on the link of any forwarded e mails that he/she will receive from any student of his/her college to get the list of those students who have submitted Anti Ragging Affidavits/Undertakings in his/her college. The list will be updated every 24 hours.

Contd.../-

Universities and Colleges are requested to insert a **mandatory column** in your university/colleges admission form as per the given format:

Anti Ragging Undertaking Reference no:	<input type="text"/>
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You are also requested to display the email address and contact number of the Nodal Officer of Anti Ragging of your university/college in your website and campus areas like Admission Centre, Departments, Library, Canteen, Hostel, and Common facilities etc. to create awareness about the revised procedure for students to file online Anti Ragging Affidavit.

In addition to this, you are also requested to create E-admission booklet or brochure, E-leaflets giving details on guidance in case of ragging to admitted students instead of print/hard copy.

With kind regards,

Yours sincerely,



(Rajnish Jain)

The Vice-Chancellor of all Universities

The Principal of all Colleges

ANTI-RAGGING UNDERTAKING

- 1) I _____ (*full name of the student with admission/registration/enrolment number*) s/o / d/o Mr./Mrs./Ms. _____ having been admitted to (*name of the institution*), have received a copy of the UGC Regulations on curbing the Menace of Ragging in Higher Education 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 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 omission that may be constituted as ragging under clause 3 of the Regulations.
- 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 country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of the Student

Name:

Address:

Telephone / Mobile No.:

ANTI-RAGGING UNDERTAKING

- 1) I Mr./Mrs./Ms. _____ (*full name of the parent/guardian*) father/mother/guardian of _____ (*full name of the student with admission/registration/enrolment number*), having been admitted to _____ (*name of the institution*), have received a copy of the UGC Regulations on curbing the Menace of Ragging in Higher Education 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 my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby 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.
 - 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.

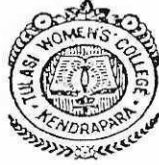
Declared this _____ day of _____ month of _____ year.

Signature of the Parent/Guardian

Name:

Address:

Telephone / Mobile No.:



1636
3.8.17
Regd. Post
CPH
Registrar

OFFICE OF THE PRINCIPAL
TULASI WOMEN'S COLLEGE, KENDRAPARA -754211 (ODISHA)
(NAAC ACCREDITED GRADE - "B")

OFFICE ORDER

No.Esstt.05 647

Date 29/7/17

To

The Registrar
Rama Devi Women's University, Bhubaneswar

Sub: Formation of ICC as per UGC guide line and submission of action taken report

Ref: Your office letter No. 3371 Dt. 27.07.2017 and UGC DO No.F.91.3/2014(GS) dt.06.06.2017

Sir/Madam,

With reference to the subject cited above I would like to the information you that our college has already formed a sexual Harassment cell/Grievance Redressal cell for women employees and students of the institution. The following under mentioned employees are in the sexual Harassment and Redressal Committee.

1. Principal(Chairman)
- 2.Smt. Pramilarani Behera, Sr. Lect. in Chemistry
- 3.Smt. Jyostnamayee Pati, Sr. Lect. in mathematics
- 4.Dr. Mamata Sahoo, Lect. in Political Science

This is for your information and necessary action.

Behera
29.7.17
Principal
Tulasi Women's College
KENDRAPARA
Kendrapara

ANNUAL RETURN ON CASES OF SEXUAL HARASSMENT

Period 1st April 2016 to 31st March, 2017

Name of the College: Tulasi Women's College, Kendrapara

Name of the University: Rama Devi Women's University

Sl. No.		Number of cases
1.	Number of complaints of sexual harassment received during the year	No complaint
2.	Number of complaints disposed of during the year	Nil
3.	Number of cases pending for more than 90 days	Nil
4.	Number of workshops awareness programmers' against sexual harassment – conducted during the year.	Three
5.	Nature of action	Nothing

H. Behruva
29.7.17
Principal
Tulasi Women's College
KENDRAPARA

OFFICE OF THE P.G.COUNCIL
RAMA DEVI WOMEN'S UNIVERSITY, BHUBANESWAR.

NOTICE

NO. 3509 /DT. 2.8.17

A meeting of anti-ragging Committee will be held on 04.08.2017 at 3.15 pm in the Chamber of the undersigned to discuss about the maintenance of discipline and prohibition of ragging inside the Campus of R.D.W. University, Bhubaneswar. All the members of the Committee are requested to attend the meeting.

Member of the Committee

1. Dr. Arati Biswal, Warden. Convener & Coordinator.
2. Dr. Alaka Das, Phy. Member.
3. Dr. Jayashree Samal, Advisor Student Union-Member
4. Dr. Bidyut Prava Das, Bot. Member
5. Dr. Sarita Supkar, DSW. - Member.
6. Dr. Bandita Mohanty, Phy. Member.
7. Dr. Jyostna Das, Odia - Member.
8. Smt. Sabahat Tabriz, Eng. - Member.


CHAIRPERSON,

P.G.COUNCIL, R.D.W.U, BBSR.

Memo No. 3510 /Dt. 2.8.17

Copy to Registrar/ Person Concerned/HC for information & necessary action.


CHAIRPERSON,

P.G.COUNCIL, R.D.W.U, BBSR.

RAMA DEVI WOMEN'S UNIVERSITY, BHUBANESWAR

No. 832 Dt. 15.2.17

Sri Babaji Charan Sethi
Joint Secretary to Govt
Dept. of Higher Education
Odisha, Bhubaneswar

Sub: **Submission of action taken report on anti-ragging and prevention of ragging of any sort**

Ref: **Your Office Letter no-2977/HE/dt.31.01.2017**

Sir,

With reference to the subject cited above, I am directed to furnish herewith the action taken report submitted by the "anti ragging and sexual harassment Redressal committee" on anti-ragging and prevention of ragging in the Rama Devi Women's University and it's Hostels for the year 2016-17.

This is for your kind information.

Encls: Report of "Anti ragging and sexual harassment Redressal committee"

Yours faithfully,

Memo No. 833 Dt. 15.2.17
Copy submitted to Director, Higher Education, Odisha, Bhubaneswar for information.

C. Samanta
Registrar 15.2.17

Memo No. 834 Dt. 15.2.17
Copy to Regional Director of Education, Odisha, Bhubaneswar for information.

C. Samanta
Registrar 15.2.17

Memo No. 835 Dt. 15.2.17
Copy to CPGC/ Dy. Registrar (Admn)/ P.S to the Vice- Chancellor for information of the Vice- Chancellor for information.

C. Samanta
Registrar 15.2.17

C. Samanta
Registrar 15.2.17

OFFICE OF THE P.G.COUNCIL
RAMA DEVI WOMEN'S UNIVERSITY, BHUBANESWAR

NOTICE

No. 616 /Dt. 6.2.17

With reference of this office order no.327/27.01.16 and 4101/dt.30.06.16. the Anti Ragging and Prevention of Sexual Harassment and Redressal Committee is further reconstituted. Dr. Arati Biswal Warden will be the Convener instead of Dr. Alaka Das. Reader in Physics.

Members of the Committee.

1. Dr. Arati Biswal, Warden, Convenor & Coordinator.
2. Dr. Alaka Das, Reader Phy. Member.
3. Dr. Bandita Maohanty, Supdt. Hostel. Ex-officio Member.
4. Dr. Manorama Devi, Supdt. Hostel. -do-
5. Dr. Nirupama Devi, -do- -do-
6. Dr. Jayashree Samal, Advisor Students Union -do-
7. Dr. Sarita Supkar, DSW -do-

Bsg 06.2.17
CHAIRPERSON
P.G.COUNCIL, R.D.W.U, BBSR.

Memo No- 617 /Dt. 6.02.2017.

Copy to the Registrar/all members concerned/ P.S. to Vice-Chancellor for information & necessary action.

Bsg 06.2.17
CHAIRPERSON
P.G.COUNCIL, R.D.W.U, BBSR.

44
Chairperson, PG Council,

In response to your office order No.351 dt.27.01.2017 I
handed over ^{file} all the ~~files~~ and records to Dr. Alaka das, Reader ^{in connection with the Anti-ragging and sexual harassment Redressal Committee}
in Physics, member of Anti-ragging and sexual harassment Redressal
Committee on 28.01.2017.

This is for your kind information.

Rajlaxmi Kanungo
28.1.17

Received the file
on 28-1-2017.
Alaka Das
28-1-2017

RAMA DEVI WOMEN'S UNIVERSITY, BHUBANESWAR

No. 5680 Dt. 18.10.16

To

The Director
Higher Education
Odisha, Bhubaneswar

Sub: **Submission of action taken report on anti-ragging and prevention of ragging of any sort**

Ref: **No-HE-FE-III-MISC-148/2016-28880/HE, dated.06.10.2016**

Sir,

With reference to the subject cited above, I am directed to furnish the following action taken report on anti-ragging towards prevention of ragging in the Rama Devi Women's University.

1. Anti-ragging committee has been formed in the Rama Devi Women's University to redress and prevent ragging.
2. Following steps have been taken for publicity of anti-ragging policy:
 - A. Notices on existence of anti-ragging cell in the University have been served to students through the University and Hostel Notice Boards. Posters of anti-ragging messages have been displayed around the campus during the Admission session for the new comers and students have been informed through the University website too.
 - B. Students have been alerted about the anti-ragging cell of the University during the induction programme for the new comers and were advised to take assistance from the cell.
 - C. A complaint box is placed near the entrance of the University building where students can drop their grievance or complaint in writing to the authority.
3. Surprise checking in the student's common room, Hostels, Canteen and premises have been regularly undertaken by the anti-ragging committee members, squad team, discipline committee members, Hostel superintendents and University authorities.

This is for your kind information.

Yours faithfully,

C. Samal
Registrar 18.10.16

Memo No. 5681 Dt. 18.10.16
Copy submitted to *Sri. B. S. Jena* Joint Secretary to Govt. Dept. of Higher Education for information.

C. Samal
Registrar 18.10.16

Memo No. 5682 Dt. 18.10.16
Copy to Regional Director of Education, Odisha, Bhubaneswar for information.

C. Samal
Registrar 18.10.16

Memo No. 5683 Dt. 18.10.16
Copy to CPGC/ Dy. Registrar (Admn)/ P.S to the Vice- Chancellor for information of the Vice- Chancellor for information.

C. Samal
Registrar 18.10.16

all

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SUMMARY OF THE JUDGMENT OF THE HON. SUPREME COURT DELIVERED ON THE 8th MAY 2009.

- I. The Hon. Supreme court ordered that a number of recommendations made by the Raghavan Committee be implemented immediately. These included
- Confidence building measures such as appointment of counsellors, arrival of senior students a week or two weeks after the Juniors have arrived; joint sensitization programmes; joint orientation programme of 'freshers' and 'seniors' to be addressed by the principal/Head of the institution; organization on large scale of cultural, sports and other activities; make provisions for faculty members to dine with the hostel residents in their respective hostels etc.
 - Every institution must have an Anti-Ragging Committee and an Anti - Ragging Squad. There should be a Monitoring Cell on Ragging at the University Level that would coordinate with the affiliated colleges and institutions under its domain. There should be a Monitoring Cell at the level of the Chancellor of the State Universities.
 - In the, light of the increasing number of private commercially managed, lodges or hostels outside campuses, such hostels and management must be registered with the local police authorities and permission to start such hostels or register them must necessarily be recommended by the Heads of educational institutions. It should be mandatory for both local police, local administration as well the institutional authorities to ensure vigil on incidents that may come within the definition of ragging.
 - Wardens must be accessible at all hours and therefore it is important that they, be available on telephone and other modes of communication. Similarly, the telephone numbers of the other important functionaries - Heads of institutions, faculty members, members of the anti-ragging committees, district and sub-divisional authorities and state authorities where relevant, should also be widely disseminated for the needy to get in touch or seek help in emergencies.
 - Brochures or booklet/leaflet distributed to each student at the beginning of each academic session for obtaining undertaking not to indulge or abet ragging, shall contain the blueprint of prevention and methods of redress."

- The educational institutions shall ensure that each hostel should have a full-time warden who resides within the hostel, or at the very least, in the close vicinity thereof.
2. The Hon. Supreme Court acknowledged that The Ministry of Human Resource Development, Government of India, in consultation with UGC, MCI, AICTE and other similar regulatory bodies was in the process of setting up a central crisis-hotline and anti-ragging database in the manner suggested by Dr. Raj Kachroo. The Hon. Court, however, added that
 - The task of monitoring the database be given to a nongovernmental agency, to be immediately nominated by the Union of India to build confidence in the public and also to provide information of non compliance to the regulatory bodies and to the Raghavan Committee.
 - The database shall be created out of affidavits affirmed by each student and his/her parents/guardians, which affidavits shall be stored electronically, and shall contain the details of each student.
 - The database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
 3. The Hon. Supreme Court ordered that Regulations on Curbing the Menace of Ragging, formulated by the UGC, must be adopted by all other regulatory bodies, such as AICTE, MCI, DCI, NCI etc.;
 4. The Hon. Supreme Court acknowledged that the incident involving the death of Aman Kachroo clearly indicated that the formulation of guidelines and regulations was not sufficient. Hence, the Hon. Court ordered that such regulations shall have to be enforced strictly, and penal consequences for the heads of the institutions/administration of the institution who do not take timely steps in the prevention of ragging and punishing those who rag. In addition to penal consequences, departmental enquiries be initiated against such heads institutions / members of the administration / faculty members / non-teaching staff, who display an apathetic or insensitive attitude towards complaints of ragging;
 5. The Hon. Supreme Court said that not only the students, but also the faculty must be sensitized towards the ills of ragging, and the prevention thereof. Non-teaching staff, which includes administrative staff, contract employees, security guards etc., have also to be regularly sensitized towards the evils and consequences of ragging;

6. The Hon. Supreme Court ordered that the Principal or Head of the Institution/Department shall obtain an undertaking from every employee of the institution including teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/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 record.
7. The Hon. Supreme Court said that it was necessary that parents/guardians of freshers assume responsibility for promptly bringing to the notice of the Head of the Institution any instance of ragging.
8. The Hon. Supreme Court said that the SHO/SP, within whose jurisdiction a particular college falls, shall be responsible for ensuring that no ragging takes place on the campus of the concerned college, and to effectively deal with incidents of ragging, should, any such incidents take place. Once a central database/crisis hotline is made operative then as soon as SHO/SP, within whose jurisdiction a particular college falls, is contacted by the crisis hotline staff, then such SHO/SP shall deal effectively with the incident and cooperate and communicate with the crisis hotline staff and/or the independent monitoring agency. This will build confidence and encourage people to report incidences of ragging without fear or delay;
9. The Hon. Supreme court said that once the database/crisis hotline is operative, State Governments shall amend their anti-ragging statutes to include provisions that place penal consequences on institutional heads.



ରମାଦେବୀମହିଳାବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର

Rama Devi Women's University, Bhubaneswar
Odisha-751022, Ph.no-0674-2542644, E-mail-registrar@rdwu.ac.in,
Website- www.rdwuniversity.nic.in

124

No. 203 /Dt. 18 / 01 / 2019

From,

Ms. Itishree Das, OAS (I)
The Registrar
R.D. Women's University
Bhubaneswar.

To,

Ms. Minati Mallick
Sr. Programme Manager
Centre for Youth & Social Development (CYSD)
Bhubaneswar.

Sub: External Member of Internal Complaints Committee (ICC) of Rama Devi Women's University, Bhubaneswar.

Madam,

This is for your kind information that the Vice-Chancellor of this University is pleased to nominate you as one of the esteemed members of the Internal Complaints Committee of Rama Devi Women's University, Bhubaneswar.

Thanking you

Yours faithfully



REGISTRAR



ରମାଦେବୀ ମହିଳା ବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର

Rama Devi Women's University, Bhubaneswar
Odisha-751022, Ph.no-0674-2542644, E-mail-registrar@rdwu.ac.in,
Website- www.rdwuniversity.nic.in

OFFICE ORDER

NO/CPGC/.....6970...../DT.....24.12.18.....

The "Internal Complaints Committee" (ICC) of the Rama Devi Women's University is hereby constituted with the following members.

Members of the Committee.

1. Prof. Madhusmita Pati, Dept. of English - Presiding officer.
2. Prof. Sasmita Mohanty, Biotechnology - Member
3. Prof. Jyotirmayee Acharya, Gender Studies - Member.
4. Dr. Sarita Supkar, Asso. Prof. Economics - Member.
5. Ms. Minati Mallick, CYSD, (from NGO) - Member.
6. Ms. Mousam Tiwari, +3 2nd year Hindi (Hons)(Nominated) Member.
7. Ms. Arpita Panda, 1st year Biotech. (PG) (Nominated) Member.
8. Ms. Smita Rani Pradhan, M.Phil. Gender Studies(Nominated)Member


CHAIRMAN 24.12.18
P.G.COUNCIL


Memo No/CPGC/.....6971...../Dt.....24.12.18.....

Copy to Registrar/ Person Concerned/HC for information & necessary action.


CHAIRMAN 24.12.18
P.G.COUNCIL

Memo No.....6972...../Dt.....24.12.18.....

Copy to the P.S.to the Vice-Chancellor for kind information to the Vice-Chancellor.


CHAIRMAN 24.12.18
P.G.COUNCIL



भारत का राजपत्र The Gazette of India

असाधारण

EXTRAORDINARY

भाग II — खण्ड 1

PART II — Section 1

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं० 18] नई दिल्ली, मंगलवार, अप्रैल 23, 2013/ वैशाख 3, 1935 (शक)
No. 18] NEW DELHI, TUESDAY, APRIL 23, 2013/ VAISAKHA 3, 1935 (SAKA)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके।
Separate paging is given to this Part in order that it may be filed as a separate compilation.

MINISTRY OF LAW AND JUSTICE

(Legislative Department)

New Delhi, the 23rd April, 2013/Vaisakha 3, 1935 (Saka)

The following Act of Parliament received the assent of the President on the 22nd April, 2013, and is hereby published for general information:-

THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

(No. 14 of 2013)

[22nd April, 2013.]

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India;

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

Be it enacted by Parliament in the Sixty-fourth Year of the Republic of India as follows:--

CHAPTER I

PRELIMINARY

Short title,
extent and
commencement

1. (1) This Act may be called the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

(2) It extends to the whole of India.

(3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

Definitions

2. In this Act, unless the context otherwise requires, --

(a) "aggrieved woman" means--

(i) in relation to a workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;

(ii) in relation to a dwelling place or house, a woman of any age who is employed in such a dwelling place or house;

(b) "appropriate Government" means--

(i) in relation to a workplace which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly --

(A) by the Central Government or the Union territory administration, the Central Government;

(B) by the State Government, the State Government;

(ii) in relation to any workplace not covered under sub-clause (i) and falling within its territory, the State Government;

(c) "Chairperson" means the Chairperson of the Local Complaints Committee nominated under sub-section (1) of section 7;

(d) "District Officer" means an officer notified under section 5;

(e) "domestic worker" means a woman who is employed to do the household work in any household for remuneration whether in cash or kind, either directly or through any agency on a temporary, permanent, part time or full time basis, but does not include any member of the family of the employer;

(f) "employee" means a person employed at a workplace for any work on regular, temporary, *ad hoc* or daily wage basis, either directly or through an agent, including a contractor, with or, without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, apprentice or called by any other such name;

(g) "employer" means--

(i) in relation to any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit of the appropriate Government or a local authority, the head of that department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit or such other officer as the appropriate Government or the local authority, as the case may be, may by an order specify in this behalf;

(ii) in any workplace not covered under sub-clause (i), any person responsible for the management, supervision and control of the workplace.

119

118

Explanation.— For the purposes of this sub-clause “management” includes the person or board or committee responsible for formulation and administration of policies for such organisation;

(iii) in relation to workplace covered under sub-clauses (i) and (ii), the person discharging contractual obligations with respect to his or her employees;

(iv) in relation to a dwelling place or house, a person or a household who employs or benefits from the employment of domestic worker, irrespective of the number, time period or type of such worker employed, or the nature of the employment or activities performed by the domestic worker;

(h) “Internal Committee” means an Internal Complaints Committee constituted under section 4;

(i) “Local Committee” means the Local Complaints Committee constituted under section 6;

(j) “Member” means a Member of the Internal Committee or the Local Committee, as the case may be;

(k) “prescribed” means prescribed by rules made under this Act;

(l) “Presiding Officer” means the Presiding Officer of the Internal Complaints Committee nominated under sub-section (2) of section 4;

(m) “respondent” means a person against whom the aggrieved woman has made a complaint under section 9;

(n) “sexual harassment” includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely:—

(i) physical contact and advances; or

(ii) a demand or request for sexual favours; or

(iii) making sexually coloured remarks; or

(iv) showing pornography; or

(v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

(o) “workplace” includes —

(i) any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate Government or the local authority or a Government company or a corporation or a co-operative society;

(ii) any private sector organisation or a private venture, undertaking, enterprise, institution, establishment, society, trust, non-governmental organisation, unit or service provider carrying on commercial, professional, vocational, educational, entertainment, industrial, health services or financial activities including production, supply, sale, distribution or service;

(iii) hospitals or nursing homes;

(iv) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereto;

(v) any place visited by the employee arising out of or during the course of employment including transportation provided by the employer for undertaking such journey;

(vi) a dwelling place or a house;

(p) "unorganised sector" in relation to a workplace means an enterprise owned by individuals or self-employed workers and engaged in the production or sale of goods or providing service of any kind whatsoever, and where the enterprise employs workers, the number of such workers is less than ten.

Prevention of sexual harassment

3. (1) No woman shall be subjected to sexual harassment at any workplace.

(2) The following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment: --

- (i) implied or explicit promise of preferential treatment in her employment; or
- (ii) implied or explicit threat of detrimental treatment in her employment; or
- (iii) implied or explicit threat about her present or future employment status; or
- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

CHAPTER II

CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

✓ Constitution of Internal Complaints Committee

4. (1) Every employer of a workplace shall, by an order in writing, constitute a Committee to be known as the "Internal Complaints Committee":

Provided that where the offices or administrative units of the workplace are located at different places or divisional or sub-divisional level, the Internal Committee shall be constituted at all administrative units or offices.

(2) The Internal Committee shall consist of the following members to be nominated by the employer, namely: --

(a) a Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees:

Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section (1):

Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organisation;

(b) not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;

(c) one member from amongst non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment:

Provided that at least one-half of the total Members so nominated shall be women.

(3) The Presiding Officer and every Member of the Internal Committee shall hold office for such period, not exceeding three years, from the date of their nomination as may be specified by the employer.

(4) The Member appointed from amongst the non-governmental organisations or associations shall be paid such fees or allowances for holding the proceedings of the Internal Committee, by the employer, as may be prescribed.

(5) Where the Presiding Officer or any Member of the Internal Committee,---

- (a) contravenes the provisions of section 16; or
- (b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or
- (c) he has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or
- (d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Presiding Officer or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

CHAPTER III

CONSTITUTION OF LOCAL COMPLAINTS COMMITTEE

5. The appropriate Government may notify a District Magistrate or Additional District Magistrate or the Collector or Deputy Collector as a District Officer for every District to exercise powers or discharge functions under this Act. Notification of District Officer.
6. (1) Every District Officer shall constitute in the district concerned, a committee to be known as the "Local Complaints Committee" to receive complaints of sexual harassment from establishments where the Internal Complaints Committee has not been constituted due to having less than ten workers or if the complaint is against the employer himself. Constitution and jurisdiction of Local Complaints Committee
- (2) The District Officer shall designate one nodal officer in every block, taluka and tehsil in rural or tribal area and ward or municipality in the urban area, to receive complaints and forward the same to the concerned Local Complaints Committee within a period of seven days.
- (3) The jurisdiction of the Local Complaints Committee shall extend to the areas of the district where it is constituted.
7. (1) The Local Complaints Committee shall consist of the following members to be nominated by the District Officer, namely:-- Composition, tenure and other terms and conditions of Local Complaints Committee
- (a) a Chairperson to be nominated from amongst the eminent women in the field of social work and committed to the cause of women;
 - (b) one Member to be nominated from amongst the women working in block, taluka or tehsil or ward or municipality in the district;
 - (c) two Members, of whom at least one shall be a woman, to be nominated from amongst such non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, which may be prescribed:
- Provided that at least one of the nominees should, preferably, have a background in law or legal knowledge:
- Provided further that at least one of the nominees shall be a woman belonging to the Scheduled Castes or the Scheduled Tribes or the Other Backward Classes or minority community notified by the Central Government, from time to time;
- (d) the concerned officer dealing with the social welfare or women and child development in the district, shall be a member *ex officio*.
- (2) The Chairperson and every Member of the Local Committee shall hold office for such period, not exceeding three years, from the date of their appointment as may be specified by the District Officer.

115

(3) Where the Chairperson or any Member of the Local Complaints Committee ---

(a) contravenes the provisions of section 16; or

(b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or

(c) has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or

(d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Chairperson or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

(4) The Chairperson and Members of the Local Committee other than the Members nominated under clauses (b) and (d) of sub-section (1) shall be entitled to such fees or allowances for holding the proceedings of the Local Committee as may be prescribed.

Grants and
audit

8. (1) The Central Government may, after due appropriation made by Parliament by law in this behalf, make to the State Government grants of such sums of money as the Central Government may think fit, for being utilised for the payment of fees or allowances referred to in sub-section (4) of section 7.

(2) The State Government may set up an agency and transfer the grants made under sub-section (1) to that agency.

(3) The agency shall pay to the District Officer, such sums as may be required for the payment of fees or allowances referred to in sub-section (4) of section 7.

(4) The accounts of the agency referred to in sub-section (2) shall be maintained and audited in such manner as may, in consultation with the Accountant General of the State, be prescribed and the person holding the custody of the accounts of the agency shall furnish, to the State Government, before such date, as may be prescribed, its audited copy of accounts together with auditors' report thereon.

CHAPTER IV

COMPLAINT

Complaint of
sexual
harassment

9. (1) Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Committee if so constituted, or the Local Committee, in case it is not so constituted, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident:

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing:

Provided further that the Internal Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

(2) Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.

Conciliation

10. (1) The Internal Committee or, as the case may be, the Local Committee, may, before initiating an inquiry under section 11 and at the request of the aggrieved woman take steps to settle the matter between her and the respondent through conciliation:

Provided that no monetary settlement shall be made as a basis of conciliation.

(2) Where a settlement has been arrived at under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall record the settlement so arrived and forward the same to the employer or the District Officer to take action as specified in the recommendation.

(3) The Internal Committee or the Local Committee, as the case may be, shall provide the copies of the settlement as recorded under sub-section (2) to the aggrieved woman and the respondent.

(4) Where a settlement is arrived at under sub-section (1), no further inquiry shall be conducted by the Internal Committee or the Local Committee, as the case may be.

11. (1) Subject to the provisions of section 10, the Internal Committee or the Local Committee, as the case may be, shall, where the respondent is an employee, proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent and where no such rules exist, in such manner as may be prescribed or in case of a domestic worker, the Local Committee shall, if *prima facie* case exist, forward the complaint to the police, within a period of seven days for registering the case under section 509 of the Indian Penal Code, and any other relevant provisions of the said Code where applicable:

Inquiry into
complaint

45 of 1860

Provided that where the aggrieved woman informs the Internal Committee or the Local Committee, as the case may be, that any term or condition of the settlement arrived at under sub-section (2) of section 10 has not been complied with by the respondent, the Internal Committee or the Local Committee shall proceed to make an inquiry into the complaint or, as the case may be, forward the complaint to the police:

Provided further that where both the parties are employees, the parties shall, during the course of inquiry, be given an opportunity of being heard and a copy of the findings shall be made available to both the parties enabling them to make representation against the findings before the Committee.

45 of 1860.

(2) Notwithstanding anything contained in section 509 of the Indian Penal Code, the court may, when the respondent is convicted of the offence, order payment of such sums as it may consider appropriate, to the aggrieved woman by the respondent, having regard to the provisions of section 15.

(3) For the purpose of making an inquiry under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall have the same powers as are vested in a civil court under the Code of Civil Procedure, 1908 when trying a suit in respect of the following matters, namely:--

5 of 1908

(a) summoning and enforcing the attendance of any person and examining him on oath;

(b) requiring the discovery and production of documents; and

(c) any other matter which may be prescribed.

(4) The inquiry under sub-section (1) shall be completed within a period of ninety days.

CHAPTER V

INQUIRY INTO COMPLAINT

12. (1) During the pendency of an inquiry, on a written request made by the aggrieved woman, the Internal Committee or the Local Committee, as the case may be, may recommend to the employer to:

Action during
pendency of
inquiry

(a) transfer the aggrieved woman or the respondent to any other workplace; or

113

- (b) grant leave to the aggrieved woman up to a period of three months; or
 (c) grant such other relief to the aggrieved woman as may be prescribed.

(2) The leave granted to the aggrieved woman under this section shall be in addition to the leave she would be otherwise entitled.

(3) On the recommendation of the Internal Committee or the Local Committee, as the case may be, under sub-section (1), the employer shall implement the recommendations made under sub-section (1) and send the report of such implementation to the Internal Committee or the Local Committee, as the case may be.

Inquiry report

13. (1) On the completion of an inquiry under this Act, the Internal Committee or the Local Committee, as the case may be, shall provide a report of its findings to the employer, or as the case may be, the District Officer within a period of ten days from the date of completion of the inquiry and such report be made available to the concerned parties.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has not been proved, it shall recommend to the employer and the District Officer that no action is required to be taken in the matter.

(3) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the employer or the District Officer, as the case may be---

(i) to take action for sexual harassment as a misconduct in accordance with the provisions of the service rules applicable to the respondent or where no such service rules have been made, in such manner as may be prescribed;

(ii) to deduct, notwithstanding anything in the service rules applicable to the respondent, from the salary or wages of the respondent such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs, as it may determine, in accordance with the provisions of section 15:

Provided that in case the employer is unable to make such deduction from the salary of the respondent due to his being absent from duty or cessation of employment it may direct to the respondent to pay such sum to the aggrieved woman:

Provided further that in case the respondent fails to pay the sum referred to in clause (ii), the Internal Committee or, as the case may be, the Local Committee may forward the order for recovery of the sum as an arrear of land revenue to the concerned District Officer.

(4) The employer or the District Officer shall act upon the recommendation within sixty days of its receipt by him.

Punishment for false or malicious complaint and false evidence

14. (1) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the employer or the District Officer, as the case may be, to take action against the woman or the person who has made the complaint under sub-section (1) or sub-section (2) of section 9, as the case may be, in accordance with the provisions of the service rules applicable to her or him or where no such service rules exist, in such manner as may be prescribed:

Provided that a mere inability to substantiate a complaint or provide adequate proof need not attract action against the complainant under this section:

Provided further that the malicious intent on part of the complainant shall be established after an inquiry in accordance with the procedure prescribed, before any action is recommended.

112

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that during the inquiry any witness has given false evidence or produced any forged or misleading document, it may recommend to the employer of the witness or the District Officer, as the case may be, to take action in accordance with the provisions of the service rules applicable to the said witness or where no such service rules exist, in such manner as may be prescribed.

15. For the purpose of determining the sums to be paid to the aggrieved woman under clause (ii) of sub-section (3) of section 13, the Internal Committee or the Local Committee, as the case may be, shall have regard to --

Determination of compensation

(a) the mental trauma, pain, suffering and emotional distress caused to the aggrieved woman;

(b) the loss in the career opportunity due to the incident of sexual harassment;

(c) medical expenses incurred by the victim for physical or psychiatric treatment;

(d) the income and financial status of the respondent;

(e) feasibility of such payment in lump sum or in instalments.

22 of 2005

16. Notwithstanding anything contained in the Right to Information Act, 2005, the contents of the complaint made under section 9, the identity and addresses of the aggrieved woman, respondent and witnesses, any information relating to conciliation and inquiry proceedings, recommendations of the Internal Committee or the Local Committee, as the case may be, and the action taken by the employer or the District Officer under the provisions of this Act shall not be published, communicated or made known to the public, press and media in any manner:

Prohibition of publication or making known contents of complaint and inquiry proceedings

Provided that information may be disseminated regarding the justice secured to any victim of sexual harassment under this Act without disclosing the name, address, identity or any other particulars calculated to lead to the identification of the aggrieved woman and witnesses.

17. Where any person entrusted with the duty to handle or deal with the complaint, inquiry or any recommendations or action to be taken under the provisions of this Act, contravenes the provisions of section 16, he shall be liable for penalty in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist, in such manner as may be prescribed.

Penalty for publication or making known contents of complaint and inquiry proceedings

18. (1) Any person aggrieved from the recommendations made under sub-section (2) of section 13 or under clause (i) or clause (ii) of sub-section (3) of section 13 or sub-section (1) or sub-section (2) of section 14 or section 17 or non-implementation of such recommendations may prefer an appeal to the court or tribunal in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist then, without prejudice to provisions contained in any other law for the time being in force, the person aggrieved may prefer an appeal in such manner as may be prescribed.

Appeal

(2) The appeal under sub-section (1) shall be preferred within a period of ninety days of the recommendations.

CHAPTER VI

DUTIES OF EMPLOYER

19. Every employer shall --

Duties of employer.

(a) provide a safe working environment at the workplace which shall include safety from the persons coming into contact at the workplace;

(b) display at any conspicuous place in the workplace, the penal consequences of sexual harassments; and the order constituting, the Internal Committee under sub-section (1) of section 4;

(c) organise workshops and awareness programmes at regular intervals for sensitising the employees with the provisions of the Act and orientation programmes for the members of the Internal Committee in the manner as may be prescribed;

(d) provide necessary facilities to the Internal Committee or the Local Committee, as the case may be, for dealing with the complaint and conducting an inquiry;

(e) assist in securing the attendance of respondent and witnesses before the Internal Committee or the Local Committee, as the case may be;

(f) make available such information to the Internal Committee or the Local Committee, as the case may be, as it may require having regard to the complaint made under sub-section (1) of section 9;

(g) provide assistance to the woman if she so chooses to file a complaint in relation to the offence under the Indian Penal Code or any other law for the time being in force; 45 of 1860.

(h) cause to initiate action, under the Indian Penal Code or any other law for the time being in force, against the perpetrator, or if the aggrieved woman so desires, where the perpetrator is not an employee, in the workplace at which the incident of sexual harassment took place; 45 of 1860.

(i) treat sexual harassment as a misconduct under the service rules and initiate action for such misconduct;

(j) monitor the timely submission of reports by the Internal Committee.

CHAPTER VII

DUTIES AND POWERS OF DISTRICT OFFICER

Duties and powers of District Officer

20. The District Officer shall, --

(a) monitor the timely submission of reports furnished by the Local Committee;

(b) take such measures as may be necessary for engaging non-governmental organisations for creation of awareness on sexual harassment and the rights of the women.

CHAPTER VIII

MISCELLANEOUS

Committee to submit annual report

21. (1) The Internal Committee or the Local Committee, as the case may be, shall in each calendar year prepare, in such form and at such time as may be prescribed, an annual report and submit the same to the employer and the District Officer.

(2) The District Officer shall forward a brief report on the annual reports received under sub-section (1) to the State Government.

Employer to include information in annual report

22. The employer shall include in its report the number of cases filed, if any, and their disposal under this Act in the annual report of his organisation or where no such report is required to be prepared, intimate such number of cases, if any, to the District Officer.

Appropriate Government to monitor implementation and maintain data

23. The appropriate Government shall monitor the implementation of this Act and maintain data on the number of cases filed and disposed of in respect of all cases of sexual harassment at workplace.

Appropriate Government to take measures to publicise the Act

24. The appropriate Government may, subject to the availability of financial and other resources, --

(a) develop relevant information, education, communication and training materials, and organise awareness programmes, to advance the understanding of the public of the provisions of this Act providing for protection against sexual harassment of woman at workplace,

(b) formulate orientation and training programmes for the members of the Local Complaints Committee.

25. (1) The appropriate Government, on being satisfied that it is necessary in the public interest or in the interest of women employees at a workplace to do so, by order in writing,--

Power to call for information and inspection of records

(a) call upon any employer or District Officer to furnish in writing such information relating to sexual harassment as it may require;

(b) authorise any officer to make inspection of the records and workplace in relation to sexual harassment, who shall submit a report of such inspection to it within such period as may be specified in the order.

(2) Every employer and District Officer shall produce on demand before the officer making the inspection all information, records and other documents in his custody having a bearing on the subject matter of such inspection.

26. (1) Where the employer fails to--

(a) constitute an Internal Committee under sub-section (1) of section 4;

(b) take action under sections 13, 14 and 22; and

(c) contravenes or attempts to contravene or abets contravention of other provisions of this Act or any rules made thereunder,

Penalty for non-compliance with provisions of Act.

he shall be punishable with fine which may extend to fifty thousand rupees.

(2) If any employer, after having been previously convicted of an offence punishable under this Act subsequently commits and is convicted of the same offence, he shall be liable to--

(i) twice the punishment, which might have been imposed on a first conviction, subject to the punishment being maximum provided for the same offence;

Provided that in case a higher punishment is prescribed under any other law for the time being in force, for the offence for which the accused is being prosecuted, the court shall take due cognizance of the same while awarding the punishment;

(ii) cancellation, of his licence or withdrawal, or non-renewal, or approval, or cancellation of the registration, as the case may be, by the Government or local authority required for carrying on his business or activity.

27. (1) No court shall take cognizance of any offence punishable under this Act or any rules made thereunder, save on a complaint made by the aggrieved woman or any person authorised by the Internal Committee or Local Committee in this behalf.

Cognizance of offence by courts

(2) No court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try any offence punishable under this Act.

(3) Every offence under this Act shall be non-cognizable.

28. The provisions of this Act shall be in addition to and not in derogation of the provisions of any other law for the time being in force.

Act not in derogation of any other law.

29. (1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

Power of appropriate Government to make rules

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:--

(a) the fees or allowances to be paid to the Members under sub-section (1) of section 4;

(b) nomination of members under clause (c) of sub-section (1) of section 7;

(c) the fees or allowances to be paid to the Chairperson, and Members under sub-section (1) of section 7;

- (d) the person who may make complaint under sub-section (2) of section 9;
- (e) the manner of inquiry under sub-section (1) of section 11;
- (f) the powers for making an inquiry under clause (c) of sub-section (2) of section 11;
- (g) the relief to be recommended under clause (c) of sub-section (1) of section 12;
- (h) the manner of action to be taken under clause (i) of sub-section (3) of section 13;
- (i) the manner of action to be taken under sub-sections (1) and (2) of section 14;
- (j) the manner of action to be taken under section 17;
- (k) the manner of appeal under sub-section (1) of section 18;
- (l) the manner of organising workshops, awareness programmes for sensitising the employees and orientation programmes for the members of the Internal Committee under clause (c) of section 19; and
- (m) the form and time for preparation of annual report by Internal Committee and the Local Committee under sub-section (1) of section 21.

(3) Every rule made by the Central Government under this Act shall be laid as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

(4) Any rule made under sub-section (4) of section 8 by the State Government shall be laid, as soon as may be after it is made, before each House of the State Legislature where it consists of two Houses, or where such Legislature consists of one House, before that House.

Power to
remove
difficulties

30. (1) If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions, not inconsistent with the provisions of this Act, as may appear to it to be necessary for removing the difficulty:

Provided that no such order shall be made under this section after the expiry of a period of two years from the commencement of this Act.

(2) Every order made under this section shall be laid, as soon as may be after it is made, before each House of Parliament.

P.K. MALHOTRA,
Secy. to the Govt. of India

CORRIGENDA

THE PREVENTION OF MONEY-LAUNDERING (AMENDMENT) ACT, 2012

(2 of 2013)

At page 18, in line 2, for "Arts", read "Art".

At page 21, in line 14, for "Protection", read "(Protection)".

CORRIGENDUM

THE UNLAWFUL ACTIVITIES (PREVENTION) AMENDMENT ACT, 2012
(3 of 2013)

At page 6, in line 22, *for* "clause", *read* "clause".

CORRIGENDUM

THE BANKING LAWS (AMENDMENT) ACT, 2012
(4 of 2013)

At page 8, in line 29, *for* 'sections 30', *read* 'section 30',.

CORRIGENDUM

THE APPROPRIATION ACT, 2013
(9 of 2013)

At page 1, in the marginal heading to section 2, *for* "4715,54,00,000",
read "49715,54,00,000".

106

Koraput



ABOUT US

- INTRODUCTION
- MISSION & VISION
- UNIVERSITY AREA
- UNIVERSITY MOUS
- SCHOOL AND DEPARTMENT
- INTERNAL COMPLAINTS COMMITTEE
- NATIONAL SERVICE SCHEME (NSS)
- PHOTO GALLERY
- DOWNLOADS
- ANNUAL EVENTS
- CONTACT

INTERNAL COMPLAINTS COMMITTEE (ICC)

In accordance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (No.14 of 2013), Central University of Orissa, Koraput has constituted an Internal Complaints Committee (ICC) to look into gender sensitive issues and to inquire into the complaints of sexual harassment of female employees and female students of the University and to ensure a congenial working environment for Women. Currently, ICC comprises of the following members:

Dr. Minati Sahoo, Asst. Professor (Economics)	Presiding Officer/Chairperson
Shri. K. V. Uma M. Rao, Deputy Registrar (Administration)	Member
Shri. Bijayananda Pradhan, Assistant Librarian	Member
Dr. Sagarika Mishra, Lecturer (Sociology)	Member
Dr. Satabdi Behera, Lecturer (Hindi)	Member
Ms. B. Soren, Lecturer (Teachers' Education)	Member
Dr. Luna Panda, Executive Director, Pragati (NGO)	External Member

In addition to above, three student representatives from Undergraduate, Master's and Research Scholar (If the matter involves students)

Presiding Officer/Chairperson, ICC can be reached/contacted at chairperson.icc@cuo.ac.in for the complaints/enquiries. Complaint will be kept: CONFIDENTIAL.

INTERNAL COMPLAINTS COMMITTEEUNIVERSITY OF DELHI

<u>NAME OF THE MEMBER</u>	<u>MOBILE NO.</u>	<u>EMAIL ID</u>
Prof. Namita Ranganathan (Presiding Officer)	9811438706	namita.ranganathan@gmail.com
Prof. Bharati Baveja	9818352575	bharatibaveja@gmail.com
Prof. Avinash Khare	9718328154	ak0005@uah.edu, ojavinash@yahoo.co.in
Prof. Punam Bedi	9899125785	<u>punambedi@gmail.com</u>
Ms. Vinod S.Raymond	9873402453	raymond.vinods@gmail.com
Shri Ram Babu	9654041399	ram.babu0510@gmail.com



2653
29.10.18



ଆବାହକ ସଚିବ
ଓଡ଼ିଶା ରାଜ୍ୟ ମହିଳା ଆୟୋଗ
CONVENOR SECRETARY
ODISHA STATE COMMISSION FOR WOMEN

104

ଶ୍ରୀ ମନୋଜ କୁମାର ବେହେରା
Mr. Manoj Kumar Behera

No. : 13050 / SCW (O)

Date : 25.10.2018

DSW
put up in
file for
perusal of
ve.
30/11/18

Registrar
for information
on 'A' and
put up file
fixing a date
for the meet
for the registrar, DSW
w/ CPSC
to be
present.

29.10.18

To,
The Hon'able Vice Chancellor,
Ramadevi Women's University,
Bhubaneswar.

Subj.- Meeting with regard to issues concerning women

Dear Madam,

Greetings from Odisha State Commission for Women (OSCW).

OSCW works towards the cause of women and girls particularly for their safety inside their home and at their workplace and public places. In the present times, the issues of sexual harassment at work place and cybercrime has increased at an alarming rate. This affects the physical and mental health of the young girls and leaves them traumatized which is a violation of their basic human rights. Despite the enactment of specific laws like Sexual harassment against women (protection, prohibition and redressal) Act 2013 , Cyber laws in the IT Act 2000, and Criminal (Amended) law these crimes continue to threaten the safety and security of the girls who are the architect of our future. One of the major cause of this is lack of legal awareness as to the legal aspects of these issues among the youths who constitute the victim as well as the perpetrators.

In view thereof, OSCW is organizing legal awareness programmes for all the universities across the state on these issues. We would like to conduct one such programme at your university as well.

Secondly the commission would like to know the status of Internal Committee in your university and other colleges under your university.

In this context a team from OSCW comprising of one of the members along with consultant and legal officer would like to meet you to discuss the aforesaid. You are requested to provide us with a suitable time at the earliest.

Thanking you,

Sincerely

(Manoj Ku. Behera)
25/10/18



ରମାଦେବୀମହିଳାବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର

103

Rama Devi Women's University, Bhubaneswar
Odisha-751022, Ph.no-0674-2542644, E-mail-registrar@rdwu.ac.in,
Website- www.rdwuniversity.nic.in

Office order NO. 5686 /DT. 9.10.18

The Various **COMMITTEES/BODIES/SOCIETIES & ASSOCIATIONS** of Rama Devi Women's University, Bhubaneswar, is hereby formed with the staff members (teaching & non-teaching) as details below for the session 2018-19. The Chairman P.G. Council will remain as Chairman of the Committee (1,2,3,4,5 & 8).

1) **DISCIPLINE AND GRIEVANCE REDRESSAL COMMITTEE**

- | | | | |
|------|--|---|-----------|
| i) | Prof. Madhusmita Pati, Prof. Eng.- Warden | - | Member |
| ii) | Advisor Students Union. | - | Member |
| iii) | All Hostel Superintendents | - | Member |
| iv) | Director Students Welfare | - | Member |
| v) | Dr. Bibudhendhu pati, Asso. Prof. Comp. SC | - | Member. |
| vi) | Dr. Sankar Prasad Mohanty, Asso. Prof. Edn.. | - | Convener. |

2). **ANTI- RAGGING COMMITTEE.**

- | | | | |
|------|---|---|----------|
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| ii) | Advisor Student Union | - | Convener |
| iii) | Dr. Sarita Supkar, Asso. Prof. Eco., DSW | - | Member |
| iv) | All Hostel Superintendents | - | Member |
| v) | Dr. Sikha Singh, Asso. Prof. L.S | - | Member |

(The Committee will be extended as per UGC norm & it will be notified later)

3) **COMMITTEE FOR PREVENTION OF SEXUAL HARASSMENT.**

- | | | | |
|------|---|---|----------|
| i) | Prof. Madhusmita Pati, Prof. Eng., Warden | - | Member |
| ii) | Dr. Sarita Supkar, Asso. Prof. Eco. DSW | - | Convener |
| iii) | All Hostel Superintendents | - | Member |
| iv) | Advisor Student Union | - | Member |
| v) | One Member from the outside. | - | Member |

4) **RESIDENTIAL COMMITTEE**

- | | | | |
|------|--|---|----------|
| i) | Prof. Madhusmita Pati, Prof. Eng. Warden | - | Member. |
| ii) | Dy. Registrar, Establishment | - | Member |
| iii) | All Hostel Superintendents | - | Member |
| iv) | Dr. Sarita Supkar, Asso. Prof. Eco. DSW. | - | Member. |
| v) | Dr. Snehalata Das, Asst. Prof. Hindi | - | Convener |

5) **LIBRARY COMMITTEE**

- | | | | |
|------|---|---|---------------------------|
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 - vi) Dr. Navneet Kaur, Asst Prof Life-Sciences - Associate
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 - viii) Smt. Jayashree Mohapatra, PET. - Associate.
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 - iv) Smt. Sushree Mishra, Comp. Sc. - Member

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- iii) Dr. Ajanta Nayak, Asst. Prof Home-Sc. - Member.
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- ii) Dr. Sandhya Rani Bhuyan, Asso. Prof Stat.. - Member.
- iii) Dr. Sabat Ku. Diga, Asso. Prof Com. - Member.
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- ii) Dr. Gouri Prava Samal, Asst. Prof. Com. - Prog. Officer
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- v) Dr. Gouri Prava Samal, Com. - Member.
- vi) Dr. Purna Chandra Sethi, Comp. Sc. - Member.
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- v) Sri Purna Chandra Sethi, Asst. Prof. Comp. Sc. - Member
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- ii) Smt. Sushree Mishra, Comp. Sc. - Member.
- 31) **CYCLE STAND.**
- i) Dr. Alok Prasad Das, Asst Prof life-sciences - OIC

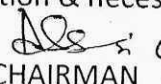
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 ii) Dr. Trupti Mohapatra, Asso. Prof Math. - Asst. Coordinator
 iii) Dr. Shakti Kanta Rath, Asso. Prof Life-Sc. - Asst. Coordinator
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 iii) Dr. Kalpana Sahoo, Asst. Prof. Eco. - Member.
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 ii). Dr. Sabahat Tabriz, Asst Prof Eng. - Member.
 iii). Dr. Sabahat Tabriz, Asst. Prof. Eng. - Member.
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 ii) Dr. Sahadev Swain, Asso. Prof.Com. - Member.
 iii) Deputy Registrar, Est. - Member
- 37) **FOREIGN LANGUAGE COMMITTEE**
 i) Prof. Madhusmita Pati, Prof. Eng. - OIC
 ii) Dr. Manisha Mishra, Asst. Prof. Eng. - Coordinator
- 38) **CAMPUS SECURITY**
 i) Dr. Kuna panda, Asso. Prof. Hindi. - OIC
 ii) Dr. Bichitra Pani, Asso. Prof. math. - Member
 iii) Sri Purna Chandra Sethi, Asst. Prof. Comp. Sc. - Member.
 iv) Sri Suprit Panigrahi, Asst. Prof. Gender Studies. - Member.
- 39) **E- ABHIYOGA**
 i) Dr. Bibudhendhu Pati, Asso. Prof. Comp. Sc. - OIC
- 40) **GUEST FACULTY**
 i) Prof. Sasmita Mohanty, Prof. Biotech. - OIC
 iii) Dr. Sahadev Swain, Asso. Prof. Com. - Member.

The List is prepared not in order of seniority.


 CHAIRMAN 9.10.18
 P.G.COUNCIL

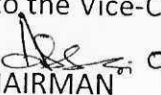
Memo No. 5687 /Dt. 9.10.18

Copy to Registrar/All Departments/ COF/COE/OIC, UGC & RUSA/Synd., Senate & Acc. Council sec./all Hostels/Library/Staff Common Room for information & necessary action.


 CHAIRMAN 9.10.18
 P.G.COUNCIL

Memo No. 5688 /Dt. 9.10.18

Copy to the P.S. to the Vice-Chancellor for kind information to the Vice-Chancellor.


 CHAIRMAN 9.10.18
 P.G.COUNCIL



INTERNAL QUALITY ASSURANCE CELL

Rama Devi Women's University, Vidya Vihar, Bhubaneswar,
Odisha-751022, Ph. No. 0674-2542644,
E-mail: iqac@rdwu.ac.in Website <https://rdwu.ac.in/>

Template for Reporting of Committee Functionality

(Separate sheets may be used for complete report)

Sl.No.	Baseline Particulars	Information
1.	Name of Council/ Committee/Cell/Office:	Internal Complaint Committee
2.	Session:	2022-23
3.	Issuing Authority (Registrar/CPGC) with Office Order No. & Date:	Registrar, 3996 dt. 23/08/2022
4.	Name of Convener/ Coordinator/ OIC:	Dr. Kalyani Sarangi
5.	Members of the Committee (Names):	a) Prof. Jyotirmayee Acharya b) Dr. Kalyani Sarangi c) Dr. Atashi Rath d) Ms. Sibangi Das e) Ms. Swarupa Sutar f) Mrs. Sangita patnaik g) Ms. Deepali Mohapatra h) Ms. Uppali Mohanty
a)	Activities undertaken during the period:	NIL
b)	Resultant to the activities:	NIL
c)	Whether meetings of the Committee convened (Yes/No):	YES
	a) If yes, mention dates of meetings:	27/06/2023
	b) Copy of meeting proceedings/related documents to be attached:	Attached
	c) If no, mention reasons for not having any meeting:	
d)	Action Taken Report:	NA
e)	Road Map for Subsequent Year:	Not Prepared
f)	Suggestions for sustainable development:	
g)	Selected Photographs, if any:	

Signature of Members

- 1.
- 2.
- 3.
- 4.
- 5.

K. Sarangi
Signature of Convener/ Coordinator/ OIC 19/8/23

Annual Return on cases of Sexual Harassment

Period: 1st April, 2022 to 31st March, 2023

Name of the University: Rama Devi Women's University

Sl No		Number of cases
1	Number of complaints of sexual harassment received in the year	NIL
2	Number of complaints disposed of during the year	NIL
3	Number of cases pending for more the 90 days	NIL
4	Number of workshops on awareness programmes against sexual harassment conducted during the year	NIL
5	Nature of action	NA

K. Sarangi
19/8/23.

Proceedings of the ICC to conduct orientation programme, workshops/seminars and awareness programme to upskill members of the ICCs and to educate women employee and students Dt. 27. 6. 2023

The meeting of the Internal Compliance Committee held on 27.6.2023 has been chaired by the Chairperson ICC. Following members have participated in the meeting.

Prof. (Dr.) Jyotirmayee Acharya, Dept. of Gender Studies, Chairperson ICC

Dr. Kalyani Sarangi, HoD, Dept. of Philosophy, Coordinator, ICC

Dr. Atashi Rath, HoD, Dept. of Sociology, Member, ICC

Agenda

As per the letter no 119/SUC/RDWU 2023 received on Dt. 26.6.2023 from UGC to the Vice Chancellor RDWU, the ICC members discussed the following agenda.

1. To conduct orientation programme, workshops/seminars and awareness programme to upskill members of the ICCs and to educate women employee and student.
2. To fill in details of the ICC saksham.ug.ac.in

Discussion

The ICC committee members resolved the following.

1. That the format to be downloaded from saksham.ug.ac.in website and documents to be prepared accordingly. (Action by Dr. A. Rath and K. Sarangi).
2. That the previous committees and members documents will be shared. (Action J. Acharya).
3. That the updated of the year wise ICC committee in the UGC format to be uploaded.
4. That annual report of the Grievances registered and addressed by the committee to be updated and sent for uploading in the RDWU website.

Signature of the members

Prof. (Dr.) Jyotirmayee Acharya, Dept. of Gender Studies, Chairperson ICC *Jyotirmayee Acharya 27.6.23*

Dr. Kalyani Sarangi, HoD, Dept. of Philosophy, Coordinator, ICC *Kalyani Sarangi 27/6/23*

Dr. Atashi Rath, HoD, Dept. of Sociology, Member, ICC *Atashi Rath 27/6/23*



INTERNAL QUALITY ASSURANCE CELL

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E-mail: igac@rdwu.ac.in Website <https://rdwu.ac.in/>

Template for Reporting of Committee Functionality

(Separate sheets may be used for complete report)

Sl.No.	Baseline Particulars	Information
1.	Name of Council/ Committee/Cell/Office:	Internal Complaint Committee
2.	Session:	2021-22
3.	Issuing Authority (Registrar/CPGC) with Office Order No. & Date:	Registrar, 4200, 31/12/2021
4.	Name of Convener/ Coordinator/ OIC:	31/12/2021
5.	Members of the Committee (Names):	a) Prof. Jyotirmayee Acharya b) Dr. Sarita Supkar c) Dr. Alaka Nanda Mishra d) Dr. Monalisha Mohanty e) Mrs. Kalpana Sahoo f) Ms. Deepali Mohapatra g) Ms. Uppali Mohanty
6.	Activities undertaken during the period:	
7.	Resultant to the activities:	
8.	Whether meetings of the Committee convened (Yes/No):	YES
	a) If yes, mention dates of meetings:	19/01/2021
	b) Copy of meeting proceedings/related documents to be attached:	Attached.
	c) If no, mention reasons for not having any meeting:	
9.	Action Taken Report:	NA
10.	Road Map for Subsequent Year:	
11.	Suggestions for sustainable development:	
12.	Selected Photographs, if any:	NIL

Signature of Members

- 1.
- 2.
- 3.
- 4.
- 5.

Signature of Convener/ Coordinator/ OIC

K. Saranya
31/12/21

Annual Return on cases of Sexual Harassment

Period: 1st April, 2021 to 31st March, 2022

Name of the University: Rama Devi Women's University

Sl No		Number of cases
1	Number of complaints of sexual harassment received in the year	NIL
2	Number of complaints disposed of during the year	NIL
3	Number of cases pending for more the 90 days	NIL
4	Number of workshops on awareness programmes against sexual harassment conducted during the year	NIL
5	Nature of action	NA

K. Sanyal
19/8/22

**Proceedings of the Internal Complaint Committee of Rama Devi Women's University,
Bhubaneswar held on 19th January 2021**

The meeting of the internal members of the Internal Complaint Committee (ICC) of Rama Devi Women's University, Bhubaneswar held on 19th January 2021 at common room at 3PM.
Following members have attended meeting.

Prof. Jyotirmayee Acharya -Chairperson

Dr. Sarita Supkar -Member

Dr. Monalisha Mohanty -Member

Dr. Alaka Nanda Mishra -Member

Mrs. Kalpana Sahoo-Member

Agenda

Discussion about the road map of ICC for the year 2021-22

Decision

The committee member unanimously resolved the following points:

1. That the ICC rules and procedure document to deal with the issues of gender based violence and to conduct gender sensitization programme will be in place in accordance with the UGC Guideline and Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act 2013 by the committee by 10th of February 2021
2. That a formal meeting with the external members will be organized in the first week of February 2021.
3. That a training Programme on ICC rules and procedure in accordance with the "Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act 2013" will be organized by the ICC members for University Teaching and Non-teaching Staffs in the month of February and an awareness programme for Students in the month of *March* 2021 (*with approval of the programme a detail proposal with budget will be placed in due time*).
4. That a Complaint box may be installed to collect cases of Sexual Harassment near the Dept of Gender Studies

5. That ICC cell may be provided an identified room with office setup to deal with the grievances of the aggrieved women/men
6. Publication of the list of ICC members at University Website
7. A letter from the Registrar will be sent to the Affiliated Degree Women's Collages to constitute and Internal Compliance Committee in their respective Collage to deal with the issues of gender based violence and to conduct gender sensitization programme. (UGC reference: Do Np.F 91-3/2014(GS) Pt.1 Dt.14 May 2019) Enclosed in Flag 'A'
8. A copy of the "Sexual Harassment of Women at Work Place (Prevention, Prohibition and Redressal) Act 2013" No. 14 Act 2013 including Handbook 2015 are enclosed in Flag 'B'
9. Request for allocation of budget for the following particulars in the financial year 2021-22

Documentation (register book, files, papers)	Rs.2000/-
Remuneration and logistic for the external members	Rs.5000/-
Office stationeries, cartridge and printing etc.	Rs.2000/-
Contingency	<u>Rs.3000/-</u>
(Rupees twelve thousand only)	Total Rs.12, 000/-

The committee decided that the fund may be allocated in the name of Mrs. Kalpana Sahoo member of ICC. The meeting ended with a vote of thanks to the Chair.

Signature of the internal members

Prof. Jyotirmayee Acharya- Chairperson *Jyotirmayee Acharya 19.1.2021*

Dr. Sarita Supkar -Member *Supkar 19/1/21*

Dr. Monalisa Mohanty- Member *Monalisa 19/1/2021*

Dr. Alakanda Mishra -Member *Alakanda Mishra 19/1/2021*

Mrs. Kalpana Sahoo -Member *Kalpana Sahoo 19.01.21*



INTERNAL QUALITY ASSURANCE CELL

Rama Devi Women's University, Vidya Vihar, Bhubaneswar,
Odisha-751022, Ph. No. 0674-2542644,
E-mail: igac@rdwu.ac.in Website <https://rdwu.ac.in/>

Template for Reporting of Committee Functionality

(Separate sheets may be used for complete report)

Sl.No.	Baseline Particulars	Information
1.	Name of Council/ Committee/Cell/Office:	Campus Supervision Committee
2.	Session:	2022-23
3.	Issuing Authority (Registrar/CPGC) with Office Order No. & Date:	Registrar Office Order No. 3996 Dated-23/08/2022
4.	Name of Convener/ Coordinator/ OIC:	Prof. Pranati Kumari Sahu
5.	Members of the Committee (Names):	a) Dr. Itishree Sarangi b) Dr. Sabahat Tabriz c) Mr. Sudam Sahoo d) Dr. Rebati Kanta Maharana e) Mr. Pradeep Kumar Dalai (Co-ordinator)
6.	Activities undertaken during the period:	1. Campus Supervision Committee Members took charge of observing areas of old Academic building 1 by Dr. Itishree Sarangi, Building 2 by Mr. Sudam Sahoo, Building 3 by Dr. Sabahat Tabriz, Administrative building by Dr. Dilip Kumar Bishi, Library – B.Ed- Health Centre by Prof. Pranati Kumari Sahu, New Auditorium – Internal roads-

		Parking areas by Dr. Rebati Kanta Maharana and Mr. Pradeep Kumar Dalai.
7.	Resultant to the activities:	Observers submitted their reports every month to OIC.
8.	Whether meetings of the Committee convened (Yes/No):	YES
	a) If yes, mention dates of meetings:	04.11.2022
	b) Copy of meeting proceedings/related documents to be attached:	YES
	c) If no, mention reasons for not having any meeting:	
9.	Action Taken Report:	Every month by 25 th reports of committee members were submitted to registrar.
10.	Road Map for Subsequent Year:	
11.	Suggestions for sustainable development:	
12.	Selected Photographs, if any:	

Signature of Members

- 1.
- 2.
- 3.
- 4.
- 5.



Prof. Pranati Kumari Sahu

Signature of Convener/ Coordinator/ OIC



OFFICE OF THE CHAIRPERSON P.G.COUNCIL

ରମାଦେବୀ ମହିଳା ବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର

Rama Devi Women's University, Bhubaneswar, Vidya Vihar
Odisha-751022, Ph.no-0674-2542644, E-mail: pgcouncil@rdwu.ac.in
Website: www.rdwuniversity.nic.in

No. CPGC/.....998.....Date: 08.07.2022

Complaint No. OD-0052 regarding

Report of the Anti-Ragging Committee, RDWU held on 7th July, 2022 at 4: 30 pm

The Anti-ragging committee meeting of Rama Devi Women's University was held in on 7th July, 2022 at 4:30 pm to prepare the report.

(i) Details of investigation done by anti-ragging committee members with following agenda:

- To investigate the case of Ms. Ipsita Pal 1st year commerce staying in Annapurna Hostel, RDWU on the basis of the complaint received though email on 7th July, 2022 at 4:01 pm (annexure 1)
- To counsel all the boarders associated with this case.
- To submit a document to the competent authority for taking disciplinary measures.

(ii) Conclusions of the investigations

The committee members present concluded the followings:

- The committee discussed the information received as complaint through email.
- The committee again requested the Superintendent concerned (Annapurna Hostel) to discuss in detail about the matter in presence of Matron. As it was come to know that the parents of the complaint discussed the same with matron and Superintendent since last 2 days.
- The committee called the Plaintiff Ms. Ipsita Pal to hear in detail about her experience regarding the case with her seniors. She explained that she was late to pay the farewell collections of Rs.300/- to the organizing members and requested the members that she could be able to pay the same in the next morning.
- The committee found that there was a misunderstanding between them and because of that misunderstanding she felt traumatic and neglected.
- After listening to the plaintiff in detail, the committee assured her a conducive environment where she could feel better and safe. She should continue the sisterhood and take advantages of the career platform.
- Next the committee heard the viewpoints of the seniors who were involved in this case. They apologized for creating these misunderstandings and assured the committee to extend a warm and amicable environment where Ipsita and other boarders feel good and forget about that misunderstanding.

(III) After discussion with both the party the committee had a round of closed room discussion and outlined the following points:

- The notice circulated by hostel Warden regarding the Grievance re-dressal box instead of remaining in one place will be placed in each hostel which will be collected on daily basis and dealt with the same with immediate effect.
- The Matron and the Asst. Matron including the student representative should be alert and inform immediately to the concerned authority if any such psychological or emotional cases are observed.
- The warden instructed the concerned Superintendent to bring such type of issues to her notice immediately so that it will be resolved at the earliest.
- The committee suggested the concerned students not to keep in mind the misunderstanding created among them and also not to take any anxiety or trauma if any, with her.
- The committee also suggested them to feel safe with friendly relationship with each other.
- Both Ipsita Pal and the members involved in this case voluntarily submitted to the committee a written document that such incidents would never happen among them, and they will continue to maintain friendly relationship like before (Annexure 2 & 3).
- Seniors also assured that they will maintain a sisterly relationship with Ipsita.

(IV) At the end the committee reported that the case was an act of misunderstanding rather than a ragging; No evidence of Ragging was found. The case was amicably resolved. The committee submitted the report to the competent authority for kind perusal and insights.

The meeting was conducted physically with the members and the students.

(v) Regulatory Authority: UGC.

(vi) Details of punishment for the culprits: Not Applicable

List of the anti-ragging committee members				
Name	position	Contact no.	Email Address	Signature
Dr. Pranati Kumari Sahu	Annapurna Hostel (Superintendent)	9861439891	pranatisahu@rdwu.ac.in	Pranati Kumari Sahu 7-7-22
Dr. Sasmita Kar Asima	Hostel (Superintendent)	9592089669	sasmitakar@rdwu.ac.in	Sasmita Kar 7-7-22
Dr. Aliva Mohanty	Ananya Hostel (Superintendent)	9438670002	dralivamohanty@gmail.com	Aliva Mohanty 7/7/22
Dr. Aparajita Biswal	Anindita Hostel (Superintendent)	9937818908	aparajitabiswal@rdwu.ac.in	Aparajita Biswal 7/7/22
Dr. Sujata Mohanty	Anwasha Research Hostel (Superintendent)	9238686246	sujatamohanty@rdwu.ac.in	Sujata Mohanty 7/7/22
Dr. Mukta Mayee Kumbhar	IGSTW Hostel (Superintendent)	7606806204	muktamayee@rdwu.ac.in	Mukta Mayee Kumbhar 7/7/22
Dr. Shikha Singh	Director Student Welfare, Convenor	7064628308	shikhasingh@rdwu.ac.in	Shikha Singh 7/7/22
Prof. Jyotirmayee Acharya	Warden, Officer-in-charge	8249416177	jyotirmayeeacharya@rdwu.ac.in	J. Acharya 7-7-22


 Signature & Seal
 Head of the Institution
 CHAIRPERSON, P. G. COUNCIL
 RAMADEVI WOMEN'S UNIVERSITY
 BHUBANESWAR



OFFICE OF THE CHAIRPERSON P.G.COUNCIL

ରମାଦେବୀ ମହିଳା ବିଶ୍ୱବିଦ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର

Rama Devi Women's University, Bhubaneswar, Vidya Vihar
Odisha-751022, Ph.no-0674-2542644, E-mail: pgcouncil@rdwu.ac.in
Website: www.rdwuniversity.nic.in

No. CPGC/.....998.....Date: 08.07.2022

Complaint No. OD-0052 regarding

Report of the Anti-Ragging Committee, RDWU held on 7th July, 2022 at 4: 30 pm

The Anti-ragging committee meeting of Rama Devi Women's University was held in on 7th July, 2022 at 4:30 pm to prepare the report.

(i) Details of investigation done by anti-ragging committee members with following agenda:

- To investigate the case of Ms. Ipsita Pal 1st year commerce staying in Annapurna Hostel, RDWU on the basis of the complaint received through email on 7th July, 2022 at 4:01 pm (annexure 1)
- To counsel all the boarders associated with this case.
- To submit a document to the competent authority for taking disciplinary measures.

(ii) Conclusions of the investigations

The committee members present concluded the followings:

- The committee discussed the information received as complaint through email.
- The committee again requested the Superintendent concerned (Annapurna Hostel) to discuss in detail about the matter in presence of Matron. As it was come to know that the parents of the complaint discussed the same with matron and Superintendent since last 2 days.
- The committee called the Plaintiff Ms. Ipsita Pal to hear in detail about her experience regarding the case with her seniors. She explained that she was late to pay the farewell collections of Rs.300/- to the organizing members and requested the members that she could be able to pay the same in the next morning.
- The committee found that there was a misunderstanding between them and because of that misunderstanding she felt traumatic and neglected.
- After listening to the plaintiff in detail, the committee assured her a conducive environment where she could feel better and safe. She should continue the sisterhood and take advantages of the career platform.
- Next the committee heard the viewpoints of the seniors who were involved in this case. They apologized for creating these misunderstandings and assured the committee to extend a warm and amicable environment where Ipsita and other boarders feel good and forget about that misunderstanding.

(III) After discussion with both the party the committee had a round of closed room discussion and outlined the following points:

- The notice circulated by hostel Warden regarding the Grievance re-dressal box instead of remaining in one place will be placed in each hostel which will be collected on daily basis and dealt with the same with immediate effect.
- The Matron and the Asst. Matron including the student representative should be alert and inform immediately to the concerned authority if any such psychological or emotional cases are observed.
- The warden instructed the concerned Superintendent to bring such type of issues to her notice immediately so that it will be resolved at the earliest.
- The committee suggested the concerned students not to keep in mind the misunderstanding created among them and also not to take any anxiety or trauma if any, with her.
- The committee also suggested them to feel safe with friendly relationship with each other.
- Both Ipsita Pal and the members involved in this case voluntarily submitted to the committee a written document that such incidents would never happen among them, and they will continue to maintain friendly relationship like before (Annexure 2 & 3).
- Seniors also assured that they will maintain a sisterly relationship with Ipsita.

(IV) At the end the committee reported that the case was an act of misunderstanding rather than a ragging and it was amicably resolved. The committee submitted the report to the competent authority for kind perusal and insights.

The meeting was conducted physically with the members and the students.

(v) Regulatory Authority: UGC.

(vi) Details of punishment for the culprits: Not Applicable

List of the anti-ragging committee members

Dr. Pranati Kumari Sahu, Annapurna Hostel (Superintendent) *Pranati Kumari Sahu 7.7.22*

Dr. Sasmita Kar Asima, Hostel (Superintendent) *Sasmita Kar 7/7/22*

Dr. Aliva Mohanty, Ananya Hostel (Superintendent) *Aliva Mohanty 7/7/22*

Dr. Aparajita Biswal, Anindita Hostel (Superintendent) *Aparajita Biswal 7/7/22*

Dr. Sujata Mohanty, Anvesha Research Hostel (Superintendent) *Sujata Mohanty 7/7/22*

Dr. Mukta Mayee Kumbhar, IGSTW Hostel (Superintendent) *Mukta Mayee Kumbhar 7/7/22*

Dr. Shikha Singh, Director, Student Welfare, Convenor *Shikha Singh 7/7/22*

Prof. Jyotirmayee Acharya, Warden, OIC *Jyotirmayee Acharya 7.7.2022*

Mohanty 7/7/22
Signature & Seal
Head of the Institution
CHAIRPERSON, P.G. COUNCIL
RAMADEVI WOMEN'S UNIVERSITY
BHUBANESWAR

7

Report of the Anti-Ragging Committee, RDWU held on 7th July, 2022 at 4: 0 pm in the chamber of Chairperson PG Council RDWU

The Anti-ragging committee meeting of Rama Devi Women's University was held in on 7th July, 2022 at 4:30 pm to prepare the report.

Agenda

- To investigate the case of Ms. Ipsita Pal 1st year commerce staying in Annapurna Hostel, RDWU on the basis of the complaint received through email on 7th July, 2022 at 4:11 pm (annexure 1)
- To counsel all the boarders associated with this case.
- To submit a document to the competent authority for taking disciplinary measures.

Resolution

The committee members present resolved the followings:

- The committee discussed the information received as complaint through email.
- The committee again requested the Superintendent concerned (Annapurna Hostel) to discuss in detail about the matter in presence of Matron. As it was come to know that the parents of the complaint discussed the same with matron and Superintendent since last 2 days.
- The committee called the Plaintiff Ms. Ipsita Pal to hear in detail about her experience regarding the case with her seniors. She explained that she was late to pay the farewell collections of Rs.300/- to the organizing members and requested the members that she could be able to pay the same in the next morning.
- The committee found that there was a misunderstanding between them and because of that misunderstanding she felt traumatic and neglected.
- After listening to the plaintiff in detail, the committee assured her a conducive environment where she could feel better and safe. She should continue the sisterhood and take advantages of the career platform.
- Next the committee heard the viewpoints of the seniors who were involved in this case. They apologize for creating these misunderstandings and assured the committee to extend a warm and amicable environment where Ipsita and other boarders feel good and forget about that misunderstanding.

After discussion with both the party the committee had a round of closed room discussion and outlined the following points:

- The notice circulated by hostel Warden regarding the Grievance redressal box instead of remaining in one place will be placed in each hostel which will be collected on daily basis and deal with the same as and then.
- The Matron and the Asst. Matron including the student representative should be alert and inform immediately to the concerned authority if any such psychological or emotional cases are observed.
- The warden asked the Superintendent of the Annapurna Hostel for an explanation of not informing the case on time.
- At the end the committee called both the party and made them friendly with each other with few encouraging suggestions to feel happy and forget about the anxiety and trauma if at all inside and live a fearless and maintain a happy time so that it will value to their career excel and forget about the misunderstanding.
- Both Ipsita Pal and the members involved in this case voluntarily submitted to the committee a written account that such incidents would never happen among them, and they will continue to maintain friendly relationship like before. (Annexure 2 & 3).
- Seniors also assured that they will maintain a sisterly relationship with Ipsita.

At the end the committee reported that the case was an act of misunderstanding rather than a ragging and it was amicably resolved. The committee submitted the report to the competent authority for kind perusal and insights.

Dr. Pranati Kumari Sahu Annapurna Hostel (Superintendent)

Dr. Sasmita Kar Aseema Hostel (Superintendent)

Dr. Aliva Mohanty Ananya Hostel (Superintendent)

Dr. Aparajita Biswal Anindita Hostel (Superintendent)

Dr. Sujata Mohapatra Anvesha Research Hostel (Superintendent)

Dr. Mukta Mayee Kumbhar IGSTW Hostel (Superintendent)

Dr. Bimla Patra Annapurna Hostel (Asst. Superintendent)

Dr. Shikha Singh Director, Student Welfare, Convener

Prof. Jyotirmayee Acharya, Warden, OIC

[Handwritten signature] 7.7.22

[Handwritten signature] 7/7/22

[Handwritten signature] 7/7/22

[Handwritten signature] 07/07/22

[Handwritten signature] 7.7.22

To,

The CPGC.

The Superintendent

The Warden of Annapurna Hostel.

Subject = Settlement of issue with Senious

Madam,

I, Ipsita Pal, is completely accepting the fact that the misunderstanding with the senious has been resolved in the presence of CPGC madam, superintendent madam, warden madam and other ~~to~~ respective teachers.

They've assured me that this type of incident won't happen again.

My senious and I have got over this problem and would continue to maintain friendly relationship like before.

With Regards,

Ipsita Pal.

B.Com 1st year.

9827346916.

7/07/2022.

J. Alige
1-7-22

The Superintendent
Annapurna Hostel
RDVV, BBSR.

Respected Ma'am,

With due respect and humble, we the students
of Annapurna Hostel, apologize for our mistake.
We are very remorseful about what happened with
Ipsita Pal on July 4th 2022.
Our intention was not to humiliate or hurt her.
If by any chance, we have hurt her sentiments,
we strongly apologize for our mistake.

Therefore, we request you to forgive us, for which
we shall be grateful to you. The matter is dissolved with
mutual consent and happily with Ipsita Pal in the presence of
CPWC Ma'am, Superintendent and warden.

Yours Sincerely,

Preety Chhanda Swain

Ipsita Behara

Sanjana Sen Sharma.

Shibani Sahoo

J. Aloys
7.7.22

3

**Proceeding of the meeting of the Anti-Ragging Committee, RDWU
held on 7th July, 2022 at 4: 0 pm in the chamber of Chairperson PG
Council RDWU**

The Anti-ragging committee meeting of Rama Devi Women's University was held in CPGC office on 7th July, 2022 at 4:30 pm. Chairperson PG Council, has chaired the meeting.

Following Anti-ragging committee members were present in the meeting

- Dr. Pranati Kumari Sahu Annapurna Hostel (Superintendent)
- Dr. Sasmita Kar Aseema Hostel (Superintendent)
- Dr. Aliva Mohanty Ananya Hostel (Superintendent)
- Dr. Aparajita Biswal Anindita Hostel (Superintendent)
- Dr. Sujata Mohapatra Anvesha Research Hostel (Superintendent)
- Dr. Mukta Mayee Kumbhar IGSTW Hostel (Superintendent)
- Dr. Bimla Patra Annapurna Hostel (Asst. Superintendent)
- Dr. Raj Kumar Joshi, Administrative Officer
- Prof. Jyotirmayee Acharya, Warden, OIC
- Dr. Shikha Singh Director, Student Welfare, Convener

Agenda:

- To investigate the case of Ms. Ipsita Pal 1st year commerce staying in Annapurna Hostel, RDWU on the basis of the complaint received through email on 7th July, 2022 at 4:11 pm (Annexure 1).
- To counsel all the boarders associated with this case.
- To submit a document to the competent authority for taking disciplinary measures.

Resolution

The committee members present resolved the followings:

- The committee discussed the information received as complaint through email.
- The committee again requested the Superintendent concerned (Annapurna Hostel) to discuss in detail about the matter in presence of Matron. As it was come to know that the parents of the complaint discussed the same with matron and Superintendent since last 2 days.
- The committee called the Plaintiff Ms. Ipsita Pal to hear in detail about her experience regarding the case with her seniors. She explained that she was late to pay the farewell collections of Rs.300/- to the organizing members and requested the members that she could be able to pay the same in the next morning.

- The committee found that there was a misunderstanding between them and because of that misunderstanding she felt traumatic and neglected.
- After listening to the plaintiff in detail, the committee assured her a conducive environment where she could feel better and safe. She should continue the sisterhood and take advantages of the career platform.
- Next the committee heard the viewpoints of the seniors who were involved in this case. They apologize for creating these misunderstandings and assured the committee to extend a warm and amicable environment where Ipsita and other boarders feel good and forget about that misunderstanding.

After discussion with both the party the committee had a round of closed room discussion and outlined the following points:

- The notice circulated by hostel Warden regarding the Grievance redressal box instead of remaining in one place will be placed in each hostel which will be collected on daily basis and deal with the same as and then.
- The Matron and the Asst. Matron including the student representative should be alert and inform immediately to the concerned authority if any such psychological or emotional cases are observed.
- The warden asked the Superintendent of the Annapurna Hostel for an explanation of not informing the case on time.
- At the end the committee called both the party and made them friendly with each other with few encouraging suggestions to feel happy and forget about the anxiety and trauma if at all inside and live a fearless and maintain a happy time so that it will value to their career excel and forget about the misunderstanding.
- Both Ipsita Pal and the members involved in this case voluntarily submitted to the committee a written account that such incidents would never happen among them, and they will continue to maintain friendly relationship like before (Annexure 2 &3).

Seniors also assured that they will maintain a sisterly relationship with Ipsita. The meeting ended with the thanks to the chair.

Dr. Pranati Kumari Sahu Annapurna Hostel (Superintendent) *Pranati 7.7.2022*
 Dr. Sasmita Kar Aseema Hostel (Superintendent) *Sasmita 7/7/22*
 Dr. Aliva Mohanty Ananya Hostel (Superintendent) *Aliva 7/7/22*
 Dr. Aparajita Biswal Anindita Hostel (Superintendent) *Aparajita 7/7/22*
 Dr. Sujata Mohapatra Anvesha Research Hostel (Superintendent) *Sujata 7/7/22*
 Dr. Mukta Mayee Kumbhar IGSTW Hostel (Superintendent) *Mukta 07/7/22*
 Dr. Bimla Patra Annapurna Hostel (Asst. Superintendent)
 Dr. Raj Kumar Joshi, Administrative Officer
 Dr. Shikha Singh Director, Student Welfare, Convener - *S.S. 07/7/22*
 Prof. Jyotirmayee Acharya, Warden, OIC *Jyotirmayee Acharya 7.2.22*

Figure 1: Anti Ragging

