

Sri Chintalapati Varapasada Murthy Raju
Government Degree College, Ganapavaram, W.G.Dist. A.P.

Estd. 1972
Affiliated to Adikavi Nannaya University
Accredited 'B' by NAAC
ISO 9001:2015 Certified



Website: gdcganapavaram.ac.in
Mail Id. ganapavaram.jkc@gmail.com
Tel. 08818-295651 & 9985126333

Organization wide awareness and undertakings on policies with zero tolerance:

- The Institution is committed to create wide awareness among the students and staff about menaces like ragging, and discrimination of any kind with special emphasis on gender bias.
- It follows a zero tolerance policy by taking an undertaking from the new students stating that they won't resort to ragging and discrimination of any kind including gender, caste and community.
- UGC Regulations are widely circulated among the students and staff, and placed on the college website.
- Policy documents on discipline and code of conduct are documented and posted on the college website.
- The Anti-Ragging Committee in the college completely focuses on ragging issues if any. It has been able to maintain the campus ragging-free. It organizes awareness sessions with police personnel and creates awareness among students on the ill-effects of ragging in the HEIs.
- The Women Empowerment Cell works for the empowerment of women in the college by organizing awareness talks on gender equality, women health and hygiene, by screening movies that feature gender issues, girl child abuse, strong career women etc. It also organizes seminars and webinars to highlight women issues so as to find solutions or to sensitize the people. On different occasions like international women's day and cultural festivals, the Cell conducts competitions for women and encourages them by giving gifts and awards.





PRINCIPAL
PRINCIPAL

S.CH.V.P.M.R. Govt. Degree College
GANAPAVARAM-534198. (W.G.Dist)

S.Ch.V.P.M.R. GOVT DEGREE COLLEGE, GANAPAVARM, W.G. DISTRICT
SCRUTINY SLIP

1. Name of the Candidate : Y Deepika
2. Specify the reservation Category of the candidate of any :
3. Serial Number in the Selection / waiting list :
4. Whether the following certificates in Original are produced and verified.

| | |
|--|--|
| a) Date of Birth Certificate | Yes / No |
| b) SSC / Matric Pass Certificate | <input checked="" type="checkbox"/> Yes / No |
| c) Inter Statement of Marks | <input checked="" type="checkbox"/> Yes / No |
| d) Transfer Certificate | <input checked="" type="checkbox"/> Yes / No |
| e) Study Certificate | <input checked="" type="checkbox"/> Yes / No |
| f) Conduct Certificate | Yes / No |
| g) Caste Certificate in case of BC/SC/ST candidate (Issued by M.R.O) | Yes / No |
| h) Income Certificate issued by M.R.O. in the case of SC/ST/BC/EBC | Yes / No |
| i) Aadhar Card | <input checked="" type="checkbox"/> Yes / No |
5. Whether recommended for admission Yes / No

T B Se, MPC.
O.C.
6725
25/6/19

[Signature]
Converner of Admissions

[Signature]
Signature of the Principal

ప్రభుత్వ డిగ్రీ కళాశాల

గణపవరం, పశ్చిమ గోదావరి జిల్లా

విద్యార్థి హామీ పత్రము

*.....Y. Deepika..... నేను నేను సత్ప్రవర్తన కలిగి ఉంటానని కళాశాల నియమ నిబంధనలకు అనుగుణంగా వ్యవహరిస్తానని. ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్షమశిక్షణరహిత చర్యలకు పాల్పడనని హామీ ఇస్తున్నాను. నాప్రవర్తన సరిగాలేని సందర్భములో కళాశాల తీసుకొను ఎటువంటి క్రమశిక్షణా చర్యలకైనా కట్టుబడి ఉంటానని అంగీకరిస్తున్నాను.

* Adavikolanu
చిరునామా veedhi విద్యార్థి సంతకం Y. Deepika
Nidamaru Mandalam తరగతి
తల్లి / తండ్రి / సంరక్షకుని హామీ పత్రము

నా కుమారుడు / కుమార్తె / సంరక్షణలోన్ను *.....Y. Deepika..... సత్ప్రవర్తన కలిగి ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్రమశిక్షణరహిత చర్యలకు పాల్పడకుండా కళాశాల నియమ నిబంధనలకు లోబడి వ్యవహరించగలడని / వ్యవహరించగలడని హామీ ఇస్తున్నాను. ఇందుకు భిన్నంగా వ్యవహరించినట్లైతే అట్టి చర్యలకు బాధ్యత వహించగలనని కళాశాల తీసుకొనే ఎటువంటి క్రమశిక్షణా చర్యలనైనా అంగీకరించగలనని ధృవీకరిస్తున్నాను.

* 7702818774

[Signature]
తల్లి / తండ్రి / సంరక్షకుని సంతకం

17-18

S.Ch.V.P.M.R. GOVT DEGREE COLLEGE, GANAPAVARM, W.G. DISTRICT
SCRUTINY SLIP

B Com (Gen)

1. Name of the Candidate : Doddi Venkata Peddi Raju
2. Specify the reservation Category of the candidate of any : BC-D.
3. Serial Number in the Selection / waiting list :
4. Whether the following certificates in Original are produced and verified.

| | |
|--|----------|
| a) Date of Birth Certificate | Yes / No |
| b) SSC / Matric Pass Certificate | Yes / No |
| c) Inter Statement of Marks | Yes / No |
| d) Transfer Certificate | Yes / No |
| e) Study Certificate | Yes / No |
| f) Conduct Certificate | Yes / No |
| g) Caste Certificate in case of BC/SC/ST candidate (Issued by M.R.O) | Yes / No |
| h) Income Certificate issued by M.R.O. in the case of SC/ST/BC/EBC | Yes / No |
| i) Aadhar Card | Yes / No |
5. Whether recommended for admission Yes / No

20897287491

(11)

due: Yes / No

Ration card: Yes / No

2760

Verified
Convener of Admissions

[Signature]
Signature of the Principal

ప్రభుత్వ డిగ్రీ కళాశాల
గణపవరం, పశ్చిమ గోదావరి జిల్లా
విద్యార్థి హామీ పత్రము

D.V. Peddi Raju నేను నేను సత్రప్రవర్తన కలిగి ఉంటానని కళాశాల నియమ నిబంధనలకు అనుగుణంగా వ్యవహరిస్తానని. ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్షమశిక్షణారహిత చర్యలకు పాల్పడనని హామీ ఇస్తున్నాను. నాప్రవర్తన సరిగాలేని సందర్భములో కళాశాల తీసుకొను ఎటువంటి క్రమశిక్షణా చర్యలకైనా కట్టుబడి ఉంటానని అంగీకరిస్తున్నాను.

చిరునామా
Main Road near Stage Adavi Koturu

D.V. Peddi Raju
విద్యార్థి సంతకం
తరగతి

తల్లి / తండ్రి / సంరక్షకుని హామీ పత్రము

నా కుమారుడు / కుమార్తె / సంరక్షణలోన్న D.V. Peddi Raju సత్రప్రవర్తన కలిగి ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్రమశిక్షణారహిత చర్యలకు పాల్పడకుండా కళాశాల నియమ నిబంధనలకు లోబడి వ్యవహరించగలడని / వ్యవహరించగలదని హామీ ఇస్తున్నాను. ఇందుకు భిన్నంగా వ్యవహరించినట్లైతే అట్టి చర్యలకు బాధ్యత వహించగలనని కళాశాల తీసుకొనే ఎటువంటి క్రమశిక్షణా చర్యలనైనా అంగీకరించగలనని ధృవీకరిస్తున్నాను.

[Signature]
తల్లి / తండ్రి / సంరక్షకుని సంతకం

I B.Sc, B2C

20-21

S.Ch.V.P.M.R. GOVT DEGREE COLLEGE, GANAPAVARM, W.G. DISTRICT

SCRUTINY SLIP

- Name of the Candidate : CHABATTUA YESTERU RANI
- Specify the reservation Category of the candidate of any : SC I B.Sc, B2C
- Serial Number in the Selection / waiting list : 6904
- Whether the following certificates in Original are produced and verified. 961844985
 - Date of Birth Certificate Yes / No Yes / No
 - SSC / Matric Pass Certificate Yes / No Yes / No
 - Inter Statement of Marks Yes / No Yes / No
 - Transfer Certificate Yes / No Yes / No
 - ~~Study Certificate~~ Yes / No Yes / No
 - Conduct Certificate Yes / No Yes / No
 - Caste Certificate in case of BC/SC/ST candidate (Issued by M.R.O) Yes / No Yes / No
 - Income Certificate issued by M.R.O. in the case of SC/ST/BC/EBC Yes / No Yes / No
 - Aadhar Card Yes / No Yes / No
- Whether recommended for admission Yes / No

Converner of Admissions

Signature of the Principal

ప్రభుత్వ డిగ్రీ కళాశాల

గణపవరం, పశ్చిమ గోదావరి జిల్లా

విద్యార్థి హామీ పత్రము

Ch. Yestheru Rani

నేను నేను సత్ప్రవర్తన కలిగి ఉంటానని కళాశాల నియమ నిబంధనలకు అనుగుణంగా వ్యవహరిస్తానని. ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్రమశిక్షణరహిత చర్యలకు పాల్పడనని హామీ ఇస్తున్నాను. నాప్రవర్తన సరిగాలేని సందర్భములో కళాశాల తీసుకొను ఎటువంటి క్రమశిక్షణా చర్యలకైనా కట్టుబడి ఉంటానని అంగీకరిస్తున్నాను.

చిరునామా

విద్యార్థి సంతకం Ch. Yestheru Rani
తరగతి B.ZC (B.I.P.C)

తల్లి / తండ్రి / సంరక్షకుని హామీ పత్రము

నా కుమారుడు / కుమార్తె / సంరక్షణలోన్ను Ch. Yestheru Rani సత్ప్రవర్తన కలిగి ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్రమశిక్షణరహిత చర్యలకు పాల్పడకుండా కళాశాల నియమ నిబంధనలకు లోబడి వ్యవహరించగలడని / వ్యవహరించగలడని హామీ ఇస్తున్నాను. ఇందుకు భిన్నంగా వ్యవహరించినట్లైతే అట్టి చర్యలకు బాధ్యత వహించగలనని కళాశాల తీసుకొనే ఎటువంటి క్రమశిక్షణా చర్యలకైనా అంగీకరించగలనని ధృవీకరిస్తున్నాను.

తల్లి / తండ్రి / సంరక్షకుని సంతకం

S.Ch.V.P.M.R. GOVT DEGREE COLLEGE, GANAPAVARM, W.G. DISTRICT
SCRUTINY SLIP

1. Name of the Candidate : *Gummu di Sandosh Appanna.*
2. Specify the reservation Category of the candidate of any : *BC.A*
3. Serial Number in the Selection / waiting list :
4. Whether the following certificates in Original are produced and verified.

| | |
|--|--|
| a) Date of Birth Certificate | <input checked="" type="checkbox"/> Yes / No |
| b) SSC / Matric Pass Certificate | <input checked="" type="checkbox"/> Yes / No |
| c) Inter Statement of Marks | <input checked="" type="checkbox"/> Yes / No |
| d) Transfer Certificate | <input checked="" type="checkbox"/> Yes / No |
| e) Study Certificate | <input checked="" type="checkbox"/> Yes / No |
| f) Conduct Certificate | <input checked="" type="checkbox"/> Yes / No |
| g) Caste Certificate in case of BC/SC/ST candidate (Issued by M.R.O) | <input checked="" type="checkbox"/> Yes / No |
| h) Income Certificate issued by M.R.O. in the case of SC/ST/BC/EBC | <input checked="" type="checkbox"/> Yes / No |
| i) Aadhar Card | <input checked="" type="checkbox"/> Yes / No |
5. Whether recommended for admission

IBSS
MPC

6951
2021-22

Converner of Admissions

[Signature]

Signature of the Principal

ప్రభుత్వ డిగ్రీ కళాశాల
గణపవరం, పశ్చిమ గోదావరి జిల్లా
విద్యార్థి హామీ పత్రము

Gummu di Sandosh Appanna. నేను నేను సత్ప్రవర్తన కలిగి ఉంటానని కళాశాల నియమ నిబంధనలకు అనుగుణంగా వ్యవహరిస్తానని. ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్రమశిక్షణారహిత చర్యలకు పాల్పడనని హామీ ఇస్తున్నాను. నాప్రవర్తన సరిగాలేని సందర్భములో కళాశాల తీసుకొను ఎటువంటి క్రమశిక్షణా చర్యలకైనా కట్టుబడి ఉంటానని అంగీకరిస్తున్నాను.

చిరునామా

విద్యార్థి సంతకం *Gummu di Sandosh*
తరగతి **13**

తల్లి / తండ్రి / సంరక్షకుని హామీ పత్రము

నా కుమారుడు / కుమార్తె / సంరక్షణలోన్న *Gumma di Simhachalam* సత్ప్రవర్తన కలిగి ర్యాగింగు వంటి సంఘ వ్యతిరేక చర్యలకు, ఇతర క్రమశిక్షణారహిత చర్యలకు పాల్పడకుండా కళాశాల నియమ నిబంధనలకు లోబడి వ్యవహరించగలడని / వ్యవహరించగలడని హామీ ఇస్తున్నాను. ఇందుకు భిన్నంగా వ్యవహరించినట్లైతే అట్టి చర్యలకు బాధ్యత వహించగలనని కళాశాల తీసుకొనే ఎటువంటి క్రమశిక్షణా చర్యలనైనా అంగీకరించగలనని ధృవీకరిస్తున్నాను.

Gumma di Simhachalam

తల్లి / తండ్రి / సంరక్షకుని సంతకం



एन. एन. एन.

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, 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

F.No. 14-4/2012(CPP-II)

7th December, 2018

PUBLIC NOTICE

ON

UGC (GRIEVANCE REDRESSAL) REGULATIONS, 2018

UGC had notified UGC (Grievance Redressal) Regulations, 2012 in official Gazette of India on **23rd March, 2013**. These regulations were aimed at addressing and effectively resolving grievances of students related to Higher Educational Institutions.

The UGC had received a number of responses on these regulations and hence constituted an Expert Committee to revisit UGC (Grievance Redressal) Regulations, 2012. The draft University Grants Commission (Grievance Redressal of Students) Regulations, 2018 prepared by the Committee is attached herewith for observations and suggestions of stakeholders. The feedback and comments on the above draft may be sent to UGC via email grmhei.2018@gmail.com on or before **31st December, 2018**.

(Prof. Rajnish Jain)

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI – 110 002**

NOTIFICATION

F.No.14-4/2012 (CPP-II)

New Delhi, the __ October, 2018

In exercise of the power conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Grievance Redressal) Regulations, 2012, the University Grants Commission hereby makes the following regulations:

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- a) These regulations shall be called as the University Grants Commission (Grievance Redressal of Students) Regulations, 2018.
- b) They shall apply to all HEIs, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- c) They shall come into force from the date of their publication in the Official Gazette.

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

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any

qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;

- (d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.
- (e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;
- (f) "grievances" include the following complaints of the aggrieved students, namely:
- i. making admission contrary to merit determined in accordance with the declared admission policy of the institution;
 - ii. irregularity in the admission process adopted by the institution;
 - iii. refusing admission in accordance with the declared admission policy of the institution;
 - iv. non publication of prospectus, (either hard copy / online) as specified in these regulations;
 - v. publishing any information in the prospectus, which is false or misleading, and not based on facts;
 - vi. withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a students for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
 - vii. demand of money in excess of that specified in the declared admission policy to be charged by such institution;

- viii. breach in reservation policy in admission as may be applicable;
 - ix. nonpayment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
 - x. delay in conduct of examinations or declaration of results beyond the specified schedule in the academic calendar;
 - xi. on provision of student amenities as may have been promised or required to be provided by the institution;
 - xii. non transparent or unfair evaluation practices;
 - xiii. Refund of fees, in case a student withdraws the admission within the stipulated time as mentioned in the prospectus, as notified by the Commission from time to time.
- (g) "Department Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a Department.
- (h) "Institutional Grievance Redressal Committee" means a committee constituted under these regulations, at the level of an Institution.
- (i) "College Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a college.
- (j) "University Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a University.
- (k) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
- (l) "Institution" for the purposes of these regulations, means any university, college or such other institutions, as the case may be;
- (m) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;

- (n) "Ombudsperson" means the Ombudsperson appointed under these regulations;
- (o) "University" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS AND PRICING:

- i. Every higher educational institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:
 - (a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;
 - (b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;
 - (c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;
 - (d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;

- (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (f) rules / regulations for imposition and collection of any fines specified heads or categories, minimum and maximum fine may be imposed.
- (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) details of the teaching faculty, including their educational qualifications, alongwith the category they belong to Regular / visiting ---- and teaching experience of every member of its teaching faculty.
- (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution.
- (k) any other information as may be specified by the Commission;

Provided that an institution shall publish / upload information referred to in items (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in different newspapers and through other media:

- ii. Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its

publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

4. GRIEVANCE REDRESSAL COMMITTEES (GRC):

A. Department Grievance Redressal Committee (DGRC)

- (i) In case of universities, all complaints relating to a department shall first be addressed to Department Grievance Redressal Committee (DGRC) to be constituted at the level of departments/school/center whose composition shall be as follows:
 - a) Head of the Department / School / Center – Chairperson
 - b) a Professor from outside the department / school / center to be nominated by the Head of HEI – Member
 - c) A faculty member well-versed with grievance redressal mechanism to be nominated by the Head of the Department – Member.
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The DGRC shall follow the principles of natural justice while deciding the grievances of the students.
- (v) The DGRC shall make efforts to resolve the grievance within the stipulated period and shall submit its report to the Head of the Institution within a period of 15 days from the date of receipt of complaint to the DGRC.
- (vi) The DGRC shall provide a copy of the report to the aggrieved person(s).

B. Institutional Grievance Redressal Committee (IGRC)

- (i) The complaints not related to departments/schools / center and the grievances not resolved at the DGRC shall be referred to the Institutional Grievance Redressal Committee (IGRC) to be constituted by Head of the HEI, whose composition shall be as follows:
 - (a) Pro-Vice Chancellor / Dean/ Senior academician of HEI – Chairperson.
 - (b) Dean of students/Dean, Students Welfare
 - (c) Two senior academicians other than Chairperson.
 - (d) Proctor / Senior academician
- (ii) The above Committee shall be approved by the statutory body of institution (Executive Council or its equivalent).
- (iii) The Chairperson of IGRC and DGRC shall not be the same. The tenure of the Committee members shall be two years.
- (iv) The quorum for the meetings shall be three, including Chairperson.
- (v) The IGRC shall consider the recommendation of DGRC while giving its recommendations. However, the IGRC shall have the power to review recommendations of the DGRC.
- (vi) The IGRC shall follow the principles of natural justice while deciding the grievances.
- (vii) The IGRC shall send the report and the recommendations to the Head of the HEI within in a period of 15 workings days from the date of receipt of grievance, or appeal or recommendations of the DGRC.
- (viii)The IGRC shall provide a copy of the report to the aggrieved person(s).

C. College Grievance Redressal Committee (CGRC)

- (i) In case of colleges, all complaints shall first be addressed to College Grievance Redressal Committee (CGRC) whose composition shall be as follows:
 - a) Principal of the college -Chairperson
 - b) Two senior faculty members nominated by the principal of the College.
- (ii) The tenure of the members shall be two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The CGRC shall follow the principles of natural justice while considering the grievances of the students.
- (v) The CGRC shall send the report and recommendations to the Vice-Chancellor of the affiliating university within a period of 15 days of receiving the complaint.

D. University Grievance Redressal Committee (UGRC)

- (i) In case of grievances not resolved by CGRC, it shall be referred to University Grievance Redressal Committee (UGRC) for which the Vice-chancellor of the affiliating university shall constitute a University Grievance Redressal Committee (UGRC) consisting of five members for a individual colleges or a group of colleges keeping in view the location of the college(s). The UGRC shall be constituted by the Vice-chancellor of the affiliating university consisting of :
 - a) A senior Professor of the university – Chairperson
 - b) Dean, Student Welfare or its equivalent - Member
 - c) Three Principals drawn from the affiliating colleges, on rotation basis to be nominated by the Vice-Chancellor – Members
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.

(iv) The CGRC shall follow the principle of normal justice while deciding the grievance of the students.

(v) The CGRC shall send the report and the recommendations to the principal of the college within a period of 15 days of receiving the complaint.

E. Any person aggrieved by the decision of the Institutional Grievance Redressal Committee or University Grievance Redressal Committee may within in a period of six days prefer an appeal to the Ombudsperson.

5. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

(i) Each HEI shall appoint an Ombudsperson for redressal of grievances of students under these regulations.

(ii) The Ombudsperson shall be a person not related to the university and who is a retired Vice-Chancellor, Registrar or a faculty member who has at least ten years of experience as a Professor.

(iii) The Ombudsperson shall not be in any conflict of interest with the university, either before or after his appointment.

(iv) The Ombudsperson, or any member of his immediate family shall not -

(a) hold or have held at any point in the past, any post or, employment in any office of profit in the university;

(b) have any significant relationship, including personal, family, professional or financial, with the university;

(c) hold any position in university by whatever name called, in the administration or governance structure of the university.

(v) The Ombudsperson in a State University shall be appointed by the Executive council of the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

- (a) Nominee of the Governor of the State or his nominee - Chairperson
 - (b) Vice-Chancellor of a University of State to be nominated by the State Government – Member
 - (c) Vice-Chancellor of the concerned State University – Member
 - (d) Registrar of the concerned State University – Secretary (non-voting)
- (vi) The Ombudsperson in a Central University and institution deemed to be university shall be appointed by the Executive Council of the Central University or the equivalent statutory body of the Deemed to be University, as the case may be, on part - time basis from a panel of three member recommended by the search committee consisting of the following members, namely:-

- (a) Nominee of University Grants Commission – Chairperson
- (b) One Vice Chancellor from Central University to be nominated by UGC (for Central Universities) – Member

OR

One Vice Chancellor from institution deemed to be university to be nominated by the UGC (for Deemed to be Universities) - Member

- (c) The Vice Chancellor of the university – Member
 - (d) The Registrar of the university – Secretary (Non-Voting)
- (vii) The Ombudsperson shall be a part time officer appointed for a period of three years from the date he/she assumes the office and may be reappointed for another one term in the same university.
- (viii) The Ombudsperson shall be paid the sitting fee per day as per the norms of the university for hearing the cases, in addition to the reimbursement of the conveyance.

- (ix) The Ombudsperson may be removed on charges of proven misconduct or misbehavior or as defined under these regulations, by the concerned appointing authority i.e. the Executive Council of the University.

6. FUNCTIONS OF OMBUDSPERSON:

- (i) The Ombudsperson shall hear any appeal of an applicant for admission as student or student of the university against the university or institution affiliated to it as the case may be, after the student has availed all remedies available in such institution for redressal of grievance such as IGRC / UGRC;
- (ii) No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsperson. However, the issues of malpractices in the examination and evaluation processes may be referred to the Ombudsperson.
- (iii) Ombudsperson may seek the assistance of any person as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the student(s).

7. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSON AND GRIEVANCE REDRESSAL COMMITTEE:

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student of that institution may submit an application seeking grievance redressal.
- (ii) On receipt of any online complaint, the institution shall refer the complaint to the appropriate Grievance Redressal Committee, as the case may be, along with its comments within 15 days of receipt of complaint on online portal.
- (iii) The Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved person.

- (iv) An aggrieved person may appear either in person or be represented by such person as may be authorized to present his/her case.
- (v) The Grievances not resolved at the appropriate Grievance Redressal Committee(s) shall be referred to the Ombudsperson.
- (vi) The institution shall co-operate with the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsperson to the Vice Chancellor.
- (vii) On the conclusion of proceedings, the Ombudsperson shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after giving due hearing to both the parties.
- (viii) Every order under the signature of the Ombudsperson shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- (ix) The institution shall comply with the recommendations of the Ombudsperson. Any recommendations of the Ombudsperson not complied with by the institution shall be reported by the Ombudsperson to the Commission.
- (x) In case of any false or frivolous complaint, the Ombudsperson may recommend appropriate action against the complainant.

8. INFORMATION REGARDING OMBUDSPERSON GRIEVANCE REDRESSAL COMMITTEE:

The institution shall provide detailed information regarding provisions of Grievance Redressal Committee(s) and Ombudsperson on their website and in their prospectus prominently.

9. CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution which willfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal

Committee(s), as the case may be, may proceed to take one or more of the following actions, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- (f) The Commission may take necessary and appropriate action as it may deemed fit, in case of an institution deemed to be university;
- (g) recommend to the concerned State Government for necessary and appropriate action, in case of a university established or incorporated under a State Act;
- (h) The Commission may take necessary and appropriate actions against any institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

(Prof. Rajnish Jain)
Secretary

10. Student Disciplinary Policy

1. Introduction

- This policy and its associated procedures support College Statutory duty to safeguard and promote the welfare of students and the College is a caring learning community that respects the desire of each individual student to enjoy a safe and successful learning experience. College also promotes a safe, respectful and cooperative working environment for its members of staff and students.
- As members of the college community, all students are expected to abide by College Code of Conduct for Students.
- Positive behaviour is expected from all students and is actively encouraged and acknowledged by staff. When students behave in a positive way, and cooperate with one another and with staff, a happier, more cohesive and more productive college community results.
- Students who do not behave in a positive way and do not abide by the college code of conduct will be subjected to the disciplinary procedures outlined in this document. Disciplinary procedures invoked will reflect the seriousness of the student's misconduct.

2. Application of this policy and procedures

- College Disciplinary Policy and Procedures apply to all students studying at College when they are both on and off college premises.
- This policy and its associated procedures will be implemented fairly and consistently.
- The policy outlines students' right to state their case in defense of their actions in response to an allegation of misconduct.
- This policy and all stages of its associated disciplinary procedures should be aligned to the relevant policies and procedures of awarding and validating bodies for College academic programs.

3. Policy aims: The aims of this policy and its associated procedures are to:

- Encourage positive student behavior in all aspects of life at College
- Define College approach to and procedures for managing student misconduct
- Ensure student misconduct is identified and managed consistently and fairly
- Enable students to state their case in response to any allegation of behavioral misconduct
- Ensure students and staff are aware of the protocols for investigating possible cases of behavioral misconduct and for dealing with aggressive behavior Ensure accurate recording and reporting of disciplinary matters.

4. Behavioral misconduct

- Behavioral misconduct is defined as any breach of college rules, as described in College Code of Conduct for Students.

- In addition, a breach of any additional rules that have been clearly and explicitly set out will be considered behavioral misconduct.
- A case of misconduct that is considered by staff to be an isolated incident and minor in nature may be managed with an informal verbal warning outside of the official procedures outlined in this document.
- More serious misconduct and misconduct following a previous informal warning will be managed using the procedures below. Cases of suspected or substantiated gross misconduct will be referred immediately to the college Principal and may result in a student being expelled in extreme cases.

5. Roles and responsibilities of staff

- All staff have a duty to report suspected or substantiated misconduct to the college Discipline Committee/Proctor.
- The Proctor will decide who is best placed to manage the case of misconduct, depending on the nature of the incident, and involve further welfare and/or academic staff in any investigation or disciplinary procedure as needed.
- Cases of misconduct are escalated to more senior staff if early stage procedures have not adequately resolved the matter

6. Recording & Reporting of cases of misconduct

- All cases of misconduct should be recorded. Initial details of the case should be recorded by the member of staff who identified the misconduct using a Misconduct Record.
- Staff identifying misconduct should report it to the Proctor. This should be done by forwarding them the details of the case recorded in a Misconduct Record.
- Cases of misconduct occurring at college or in relation to academic work will be managed in the first instance by the student's Proctor. The student's proctor should keep the college Discipline Committee informed regarding progress and outcome.
- All cases of misconduct that result in a written warning to the student should be reported to the student's parent(s)/guardian(s).
- Misconduct case files and notes will be available in students' records. If other members of staff have concerns about a student's conduct or behavior, they are encouraged to check the student's record and discuss their concerns with the student's Proctor.

7. Disciplinary procedures

- Following a case of misconduct, early disciplinary procedures will be managed by the Students' Proctor, depending on the nature of the misconduct.
- Later-stage procedures will be managed by the Disciplinary Committee.

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8. Cancellation and refunds:

If a student requests to cancel admission, the college never refund any fee and in fact the student needs to pay the total fee dues for the entire program.

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9. Student Code of Conduct Policy

1. Introduction

- College is a caring learning community which respects the rights and duties of each student to enjoy a safe, positive, congenial and successful learning experience. College also promotes a safe, respectful and cooperative working environment for its members.
- As members of the college community, all students are expected to abide by its code of conduct.
- Positive behavior is expected from all students and is actively encouraged and acknowledged by staff. When students behave in a positive way, and cooperate with one another and with staff, a happier, more cohesive and more productive college community results.
- Students who do not behave in a positive way and do not abide by the college code of conduct will be subjected to College Disciplinary Policy and Procedures, which outlines actions in response to breaches of this code.

2. Code of conduct for students

- This code relates to students' conduct throughout their time at College and should be followed whilst students are both on and off college grounds, where ever applicable.
- Students may contact any member of college staff if they have any concerns during their stay at College. Students may wish to raise matters relating to the conduct of fellow students or members of staff and should feel free to do so anonymously in writing, if required.

2.1. General conduct Students should:

- Treat their fellow students, members of staff, visitors, and homestay providers courteously.
- Follow appropriate instructions given by staff members from time to time.
- Be honest
- Positively represent the college
- Positively represent values and culture
- Avoid the use of offensive, abusive, filthy language
- Inform a member of staff if they know that other students are involved in misconduct that may endanger them or others.
- Inform any staff member if they are concerned about a fellow student
- Dress appropriately for college activities and external trips/visits and in college.

2.2. Discrimination

- Discrimination in any form will not be tolerated at College.
- Students should behave in a way that is respectful, tolerant and accepting to others which does not discriminate against others on any grounds, including age, gender, race, nationality, language, culture, religion, disability, health, status and appearance etc.

2.3. Bullying and harassment

- Bullying and harassment/Ragging in any form will not be tolerated at College.
- Students should not engage in, encourage or condone bullying or harassment of fellow students or college staff, including banter that can be perceived as bullying.
- Report any incident where they feel bullying or harassment is taking place

2.4. Security Measures for Students:

- Wear their college identity card at all times whilst on college and show it to college staff on demand.
- Not lend their identity card to anyone else.
- Not use their identity card to let other people into or out of college premises.
- Report lost or stolen identity cards to a member of staff immediately and arrange for a replacement.
- Not leave personal belongings unattended or unsecured on college premises
- Report suspicious persons /packages or items to a member of staff or to Security

2.5. Health and safety for Students:

- Declare any known medical conditions to a member of staff
- Provide details of any medication they are taking and/or have with them at college to a member of staff
- Use equipment safely/in accordance with safety instructions Report health or safety concerns to a member of staff
- Report accidents/safety-related incidents to college staff
- Report accidents/safety-related incidents to college staff.
- Inform staff if they are injured or feeling unwell, particularly if they cannot attend the college, are concerned about their condition, may require medical attention, or may not be able to leave their residence in the event of an emergency
- Report to a member of staff if a fellow student needs urgent medical attention
- Sound the fire alarm in the event of a fire and evacuate the building
- Not tamper with safety or medical equipment
- Not bring pets into college premises, including hostels
- Not bring babies or young children onto college grounds without prior consent from the college authorities.

2.6. *Student Welfare:*

- Follow guidance given by the college to safeguard their welfare
- Report to a member of staff any significant concerns they have about their own welfare or that of fellow students.

2.7. *Alcohol, narcotic and illegal /psychotropic substances:*

- Students should not: a. Purchase, Store and consume or be under the influence of alcohol/narcotics on college grounds or at college events
- b. Purchase alcohol for anyone else
- c. Store, attempt to obtain, purchase, share or use illegal/ psychotropic substances at any time.

2.8. *Smoking:* This relates to all tobacco products and e-cigarettes/vaporizing products. Students should not:

- Smoke anywhere on college premises
- Purchase or solicit tobacco products

2.9. *Criminal /Anti-Social Activity:*

- Criminal activity in any form will not be tolerated at College. Students should:
- Not engage in, encourage, condone or conceal criminal activity
- Seek the help of the police, college staff, the Proctor or an external specialist group if they become the victim of serious crime
- Report to a member of staff all criminal activities of other students or members of staff.

2.10. *Intimidation, aggression and violence:*

- Intimidation, aggression and violence in any form will not be tolerated at College.
- Not engage in, encourage or condone intimidating, aggressive or violent behavior
- Report to a member of staff any serious incidences of aggressive or violent behavior of other students or members of staff
- Report to a member of staff any examples of students using intolerant language or promoting or identifying with extremist views or groups.

2.11. *Attendance at college:*

- Attend all timetabled lessons, tutorials and activities unless they have received prior authorization for absence or are unwell
- Students who require time off college for legitimate reasons should request authorization for absence according to the college's Attendance Policy
- Students who are unwell and cannot attend college should inform the college on the first day that they are unwell.

2.12. Learner conduct:

- Behave in a way that allows them and others to learn
- Arrive on time for all classes and other events associated with their studies, and bring with them any required materials and equipment
- Use electronic devices during timetabled activities only when permitted to do so
- Refrain from using any photographic or video-recording devices during timetabled activities without the consent of fellow students and/or college staff
- Complete all work themselves and within the stipulated time.
- Abide by the assessment regulations set out by the College and the awarding/ validating bodies for their academic program, where ever applicable
- Must not plagiarize work from other sources, i.e. internet or another student

2.13. Use of college resources and facilities:

- Treat resources and facilities belonging to the college with respect and due care.
- Leave resources and facilities tidy/clean after use
- Not remove or alter resources and facilities without permission Use college resources only for their intended purpose(s)
- Not leave personal information or belongings behind after using resources and facilities.

2.14. Use of the internet:

- Be vigilant about their safety when using the internet and, specifically, not provide personal details, contact information or images to, or arrange to meet, people unknown to them
- Not post images of fellow students or members of staff on the internet
- Not share any pornographic imageries
- Not access private, secure or financial material on public devices
- Not access inappropriate material on public devices
- Not access or download illegal material
- Not purchase inappropriate items, or items that they are too young to purchase, online.

2.15. Conduct on external trips and visits:

- Pay attention to and follow welfare, health and safety instructions given by members of staff
- Act in a way that positively promotes the college
- Not do anything that puts others in danger

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6. Staff Code of Conduct Policy

1. Introduction

- The purpose of this Code is to promote high standards of conduct from all staff members of the college.
- All staff should make themselves aware of the Code, including the sources of advice and support available when in doubt about appropriate conduct, and the disciplinary actions that can be applied where the Code is breached.

2. Employee Responsibility

- This code of conduct applies to all employees of College. It is the responsibility of all staff to familiarize themselves with it. This code of conduct should be read in conjunction with the College Disciplinary procedures, Safeguarding Health and Safety procedures of the employee's contract of employment.

3. Expected Conduct

Employees are expected at all times to:

- Treat students, other employees and College users with courtesy and respect
- Comply with reasonable requirements or instructions given by the College.
- Familiarize themselves with and adhere to the College policies and procedures
- Carry out their duties with integrity, care and diligence
- Promote and protect the good reputation of the College
- Preserve the confidentiality of all College information attained by them in the course of their work and avoid dealing with the media on any College issue unless specifically authorized
- Continue to develop their effective contribution by participating in the College's training and development programs
- Not to act in a way which is discriminatory towards individuals or groups for reasons of age, disability, gender, class, ethnicity, colour, faith, marital status
- Take reasonable steps to ensure the health, safety and welfare of themselves, other employees, students and College users
- Avoid inappropriate physical contact unless in an emergency situation
- Dress in a way which is appropriate to their position and duties
- Wear their College Identity Card
- Be absent from work only when authorized or when ill
- Be punctual to demonstrate respect for others and to make best use of working time
- Refrain from using offensive/filthy language
- Not to attend work or carry out duties whilst under the influence of alcohol, narcotic drugs or other psychotropic substances which prevent them from doing so competently.

4. Professional Relationships

- The College is committed to providing a learning environment in which relationships between staff, students and other College users are cordial and professional.
- Employees are in an unequal power relationship with students and must recognize professional boundaries.
- They must ensure that their relationships with students or with other staff members are not of a kind that compromise or could be perceived to compromise their professional responsibilities, e.g., an undeclared personal relationship in which the staff member is assessing the student's work or has responsibility for an aspect of the management or remuneration of the other staff member.
- Staff must be mindful at all times of the necessity to treat students equally, to avoid favoritism, and to exercise care in the pursuance of any relationship outside of the learning environment.
- Whilst in an adult learning environment the establishment of a social relationship with students can be positive, there are inherent pitfalls in maintaining professional boundaries in some activities.
- Activities which give individual students privileged access to aspects of a member of staff's personal life should be approached with great caution.
- Staff should also avoid situations where they are alone with students in informal settings such as student hostels.

5. Personal Conduct Outside of the College

- An employee's conduct in their private life becomes a matter of concern for the College where it damages the College's reputation or makes an employee unsuitable for the work for which they have been employed.
- Behaviour relating to violence, dishonesty, substance abuse including alcohol, sexual offences and other serious offences are likely to come into this category.

6. Gifts and Hospitality

- Employees must not accept or solicit gifts or benefits that might in any way compromise or influence them in their capacity as employees of College
- Employees should be careful to ensure integrity over receipt of gifts, hospitality and benefits during the course of carrying out their duties.
- Gifts or benefits that are more than of small value should be brought to the notice of the Clerk to the Departmental HoDs/Principal and recorded in the confidential register of interests, in accordance with the register guidelines.
- The informal exchange of gifts and hospitality between staff and students is strongly discouraged because of potential conflict of interest.

7. Conflict of Interest

- In discharging College business, all employees need to be aware of actual, potential or perceived conflicts which might arise between their private interests and their College responsibilities.
- Actual, potential or perceived conflict of interest may arise in connection with, for example:
 - ✓ a. personal and family relationships;
 - ✓ b. staff and student relationships
 - ✓ c. financial interests and affiliations;
 - ✓ d. receipt of gifts and hospitality;
 - ✓ e. acceptance of outside professional work or secondary employment;
 - ✓ f. use of College information;
 - ✓ g. misuse of College premises, equipment and materials
 - ✓ h. external activities and public comment;
- It is the responsibility of each employee to disclose to their Departmental HoDs/Principal about the details of situations that may give rise to an actual, potential or perceived conflict of interest.
- Employees in responsible positions must be especially alert to the various situations in which conflicts of interest may arise in the workplace and handle such situations with common sense and in a sensitive manner.

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7. Student Attendance Policy

1. Purpose:

The purpose of the attendance policy is to ensure that staff and students are fully aware of their responsibilities for attendance and absences in relation to the statutory requirements detailed within the Education Act of Andhra Pradesh.

2. Scope:

This policy applies to all teaching staff with responsibility for maintaining registers. It also applies to every staff member, regardless of role, as part of their safeguarding and student protection responsibilities.

3. Policy Aim: The aims of the attendance policy are:

- To provide clarity on the college's expectations of students' attendance
- To ensure that teaching staff are aware of their statutory responsibilities for registering attendance and absences

Proceedings of the Principal (FAC), SCHVPMR Govt. Degree College, Ganapavaram

Present: Sri P. Madhu Raju., M.Sc., M.Phil.,

Rc.No.10-Committees-ARC-17-18

Dated 26-06-2017

Sub: Statutory Committees for 2017-18 - Constitution of Anti Ragging Committee

-Reg.

The Principal, SCHVPMR Govt. Degree College, Ganapavaram is pleased to constitute the Anti Ragging Committee for the academic year 2017-18 with the following members:

- Smt. K. Parameswari, Lecturer in Mathematics Convener
- Sri R. Ankarao, Lecturer in Commerce, Member
- Sri P. Aravind swamy., Lecturer in Economics Member

K. param
R Ankar
P Aravind

The Committee is requested to look into the ragging instances if any, from the students and work for a ragging-free environment.


PRINCIPAL (20/6/17)

PRINCIPAL (F.A.C.)
SCH.V.P.M.R. Govt. Degree College
Accredited 'B' by NAAC
GANAPAVARAM (W.G.D.C.)

Proceedings of the Principal (FAC), SCHVPMR Govt. Degree College, Ganapavaram

Present: *Sri P. Madhu Raju., M.Sc., M.Phil.,*

Rc.No.12-Committees-ARC-18-19

Dated 20-06-2018

Sub: Statutory Committees - Continuation of the Anti-Ragging Committee for
2018-19 -Reg.

The Principal, SCHVPMR Govt. Degree College, Ganapavaram is pleased to continue the Anti Ragging Committee-2017-18 for the academic year 2018-19 also, which comprises of the following members:

- Smt. K. Parameswari, Lecturer in Mathematics **Convener**
- Sri R. Ankarao, Lecturer in Commerce, Member
- Sri P. Aravind swamy., Lecturer in Economics Member

K. paul

R Ankar

P. A Sree

The Committee is requested to look into the ragging instances if any, from the students and work for a ragging-free environment.


PRINCIPAL *20/6/18*
PRINCIPAL (FAC)
SCHVPMR Govt. Degree College
Accredited "B" by NAAC
GANAPAVARAM (T.G.DC.)

Proceedings of the Principal (FAC), SCHVPMR Govt. Degree College, Ganapavaram

Present: *Dr. M. Syambab., M.Sc., Ph.D.,*

Rc.No.13-Committees-ARC-19-20

Dated 20-06-2019

Sub: Statutory Committees for 2019-20 - Constitution of Anti Ragging Committee

-Reg.

The Principal, SCHVPMR Govt. Degree College, Ganapavaram is pleased to constitute the Anti Ragging Committee for the academic year 2019-20 with the following members:

- Sri P. Madhu Raju, Lecturer in Physics Convener *PMR*
- Sri R. Ankarao, Lecturer in Commerce, Member *RAR*
- Sri P. Aravind Swamy., Lecturer in Economics, Member *AS*

The Committee is requested to look into the ragging instances if any, from the students and work for a ragging-free environment.

[Signature]
PRINCIPAL 20/6/19

PRINCIPAL (FAC)
SCHVPMR Govt. Degree College
Accredited "B" by NAAC
GANAPAVARAM (W.G.DL.)

Proceedings of the Principal (FAC), SCHVPMR Govt. Degree College, Ganapavaram.

Present: *Dr. M. Syambah., M.Sc., Ph.D.*

Re.No.13-Committees-ARC-20-21

Dated 21-12-2020

Sub: Statutory Committees for 2020-21 - Constitution of Anti Ragging Committee.

-Reg

The Principal, SCHVPMR Govt. Degree College, Ganapavaram is pleased to constitute the Anti Ragging Committee for the academic year 2020-21 with the following members:

- Sri P. Madhu Raju, Lecturer in Physics **Convener** *PMR*
- Sri R. Ankarao, Lecturer in Commerce, Member *R. Ankarao*
- Sri P. Aravind Swamy., Lecturer in Economics, Member *P. Aravind Swamy*
- Dr. V. Sandhya, Lecturer in Zoology, Member *V. Sandhya*

The Committee is requested to look into the ragging instances if any, from the students and work for a ragging-free environment.

[Signature]
PRINCIPAL
SCHOOL OF DISTANCE EDUCATION
SRI SIVAJI UNIVERSITY
GANAPAVARAM, CHENNAI
21/12/20

Sri Chintalapati Varaprasada Murthy Raju
Government Degree College, Ganapavaram, W.G.Dist. A.P.

Estd. 1972
Affiliated to Adikavi Nannaya University
Accredited 'B' by NAAC
ISO 9001:2015 Certified



Website: gdcganapavaram.ac.in
Mail Id: ganapavaram_ikc@gmail.com
Tel. 08818-295651 & 9985126333

Proceedings of the Principal (FAC), SCHVPMR Govt. Degree College, Ganapavaram

Present: Dr. M. Syambab., M.Sc., Ph.D.,

Rc.No.15-Committees-ARC-21-22

Dated 15-11-2021

Sub: Statutory Committees for 2021-22 - Constitution of Anti Ragging Committee -Reg.

The Principal, SCHVPMR Govt. Degree College, Ganapavaram is pleased to constitute the Anti Ragging Committee for the academic year 2021-22 with the following members:

- Sri D V V Ch Satyanarayana, Lecturer in History (Contract) Convener *D.V.V.Ch*
- Sri K.V. Subbaraju, Sr. Assistant Member *K.V.S.*
- Sri R Narasimha Raju, Lecturer in CS (Guest) Member *R.N.R.*

The Committee is requested to look into the ragging instances if any, from the students and work for a ragging-free environment.

[Signature]
PRINCIPAL

PRINCIPAL (F.A.C.)
S.Ch.V.P.M.R. Govt. Degree College
Accredited 'B' by NAAC
GANAPAVARAM (W.G.DIST.)



Anti-Ragging

UGC Regulations on Curbing The Menace of Ragging in Higher Educational Institutions, 2009

What is Ragging?

- Misconduct of any student either in spoken or written form or any action that has the effect of harming others
- Indulging in undisciplined activities that cause physical or psychological harm or fear or apprehension
- Asking others to do things that they normally will not do and causes a sense of shame or emotional embarrassment
- Any act that disrupts others academic activity
- Financial extortion or forceful monetary burden on a fresher or any other student
- Any act of physical abuse including sexual, homosexual assaults stripping of clothes, forcing obscene lewd acts and gestures causing physical and mental torture
- Any act of abuse by spoken words, emails, posts, public insults to derive sadistic pleasure
- Any act that affects the mental health and self confidence of any student with or without intent to derive sadistic pleasure or priority over others

Punishments for Ragging

Every single incident of ragging, a FIR shall be lodged without exception by the college authorities with the local police. In addition one or any combination of the following punishments can be awarded:

- Cancellation of admission
- Suspension from attending classes
- Withholding / withdrawing scholarship / fellowship and other benefits
- Debarring from appearing in any test / examination or other evaluation process

- Withholding results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc
- Suspension / expulsion from the hostel
- Rustication from the institution for period ranging from 1 to 4 semesters
- Expulsion from the institution and consequent debarring from admission to any other institution
- Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers

Anti Ragging

Ragging is totally prohibited in SCHVPMR GOVT. DEGREE COLLEGE, inside and / or outside the campus and anyone found guilty of ragging and / or abetting ragging whether actively or passively, or being a part of conspiracy to promote ragging, is liable to be punished in accordance with UGC Regulations 2009 as well as under the provisions of any penal law for the time being in force.

SCHVPMR GOVT. DEGREE COLLEGE ensures that the congenial and welcoming environment is given to the fresher. To achieve this objective following committees have been formed by the Institution as per UGC Regulation 2009:

- Anti Ragging Committee
- Anti Ragging Squad

Anti Ragging Committee

Roles and Responsibilities of Anti Ragging Committee

- To ensure compliance with the provision of UGC regulation 2009 at the institute level.
- To monitor and oversee the performance of anti ragging squad in prevention of ragging in the institution.

(17) ANTI RAGGING COMMITTEE & DISCIPLINE COMMITTEE

| | | |
|---|--|----------|
| 1 | Sri D V V Ch Satyanarayana, Lecturer in History (Contract) | Convener |
| 2 | Sri K.V. Subbaraju, Sr. Assistant | Member |
| 3 | Sri R Narasimha Raju, Lecturer in CS (Guest) | Member |

Roles and Responsibilities of Anti-Ragging Squad

- To make surprise raids on places vulnerable to incidents of and having the potential of ragging
- To conduct on the spot enquiry in to any incident of ragging

AR Committee Report for 2021-22**Minutes 2021-22**

Sri Chintalapati Varaprasada Murthy Raju Government Degree College

Report by Anti-Ragging, Anti-Harassment & Internal Complaints Committees for 2021-22

This is to submit that during 2021-22, there are no complaints received against ragging/sexual harassment in the college by any of the students. However, the committees, including Women Empowerment Cell, have conducted anti-ragging awareness sessions by the local police personnel and gender sensitization activities during the year as detailed below:

AWRARENESS PROGRAMME ON ANTI-RAGGING ON 20-04-2022



| | | |
|---|---|------------|
| 1 | Local Webinar on "UNITE to End Violence Against Women" | 25.11.2021 |
| 2 | National Webinar on "Violence Against Women: Prebirth to Death" | 06.12.2021 |
| 3 | Screening a Movie "GUNJAN SAXENA" | 19.03.2022 |
| 4 | Screening a Movie "AWE" | 16.07.2022 |



For: DVVCH Satyanarayana
Convener, Anti-Ragging Committee &

For: Chaitanya
Dr. Ch. Chaitanya
Convener, Internal Complaints & Anti-harassment Committee

[Signature]
Principal, 30/11/2022

S.O.M.V.P.H.R. Govt. Degree College
Approved by HAAC
Copy to:
GANAPAVARAM-534198.(Euru Dist.)

ANTI RAGGING COMMITTEE

1 Sri D V V Ch Satyanarayana, Lecturer in History (Contract) Convener; 2 Sri K.V. Subbaraju, Sr. Assistant Member; 3 Sri R Narasimha Raju, Lecturer in CS (Guest) Member

INTERNAL COMPLAINTS & ANTI-HARASSMENT COMMITTEE

1 Dr. Ch. Chaitanya, Lecturer in Botany Convener; 2 Smt. B. Revathi, Lecturer in Maths (Guest) Member; 3 Sri G. Rajasekhar, Lecturer in Physics (Guest) Member

Meeting of Anti-Ragging Committee

Date: 18-10-2021

The members of the Anti-Ragging Committee met on 18-10-2021 in Room NO.8 from 4 to 5 PM. It is resolved in the meeting to ensure Ragging-free Campus by supervising the students from time to time.

D.V.V. Ch.S. [Signature]
(D.V.V. CH. SATYANARAYANA)
Anti-Ragging Committee Convenor

Anti-Ragging Committee Members:

1. Kaly
- 2.

Meeting of Anti-Ragging Committee

Date: 07-01-2022

The members of the Anti-Ragging Committee met on 07-01-2022 in Room No. 8 from 4 to 5 PM. It is resolved in the meeting to ensure Ragging-free campus by supervising the students from time to time.

D.V.Ch.S.P. 07/01/22
(D.V.CH.SATYANARAYANA)
Anti-Ragging Committee Convenor

Anti-Ragging Committee Members:

1. Kaly.
- 2.

Meeting of Anti-Ragging Committee

Date: 16-04-2022

The members of the Anti-Ragging Committee met on 16.04.2022 in the Room No. 8 from 4 to 5 PM. It is resolved in the meeting to arrange an anti-Ragging awareness meeting inviting local Police Personnel and the principal of the college.

D.V. Ch. S. R. 16/4/22
(D.V. CH. SATYANARAYANA)
Anti-Ragging Committee Convener

Anti-Ragging Committee members:

1. Kalyani
- 2.

Meeting of Anti-Ragging Committee

Date: 21-07-2022

The members of the Anti-Ragging Committee met on 21-07-2022 in Room No. 8 from 4 to 5 PM. It is resolved in the meeting to ensure Ragging-free campus by supervising the students from time to time.

D.V.V.Ch.S.V. 21/7/22
(D.V.V.CH. SATYANARAYANA)
Anti-Ragging Cell Convenor

Anti-Ragging Committee Members:

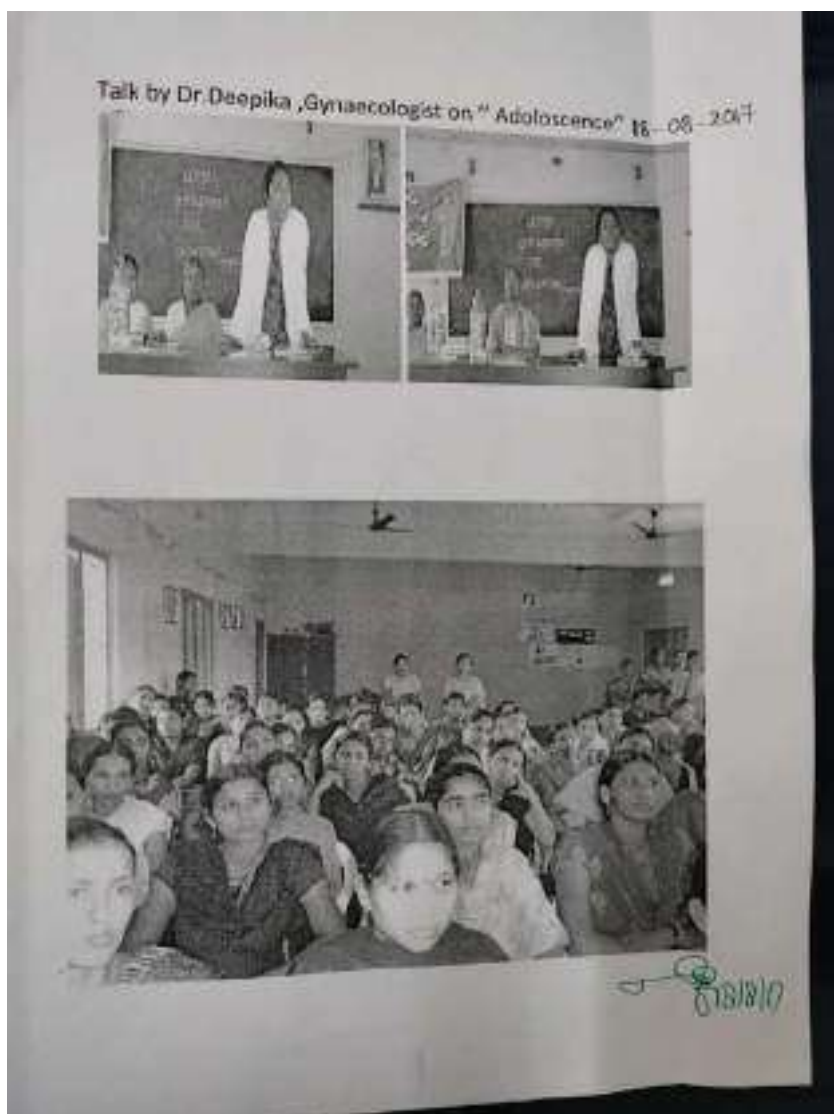
1. K.K.K.

2.

SCHVPMR GOVT. DEGREE COLLEGE, GANAPAVARAM
WOMEN EMPOWERMENT CELL
ACTIVITIES FOR THE YEAR 2017-18

| Sl. No. | Activity Conducted | Date |
|---------|--|------------|
| 1 | Doctor's Talk on "Problems in Adolescence" | 18.08.2017 |
| 2 | Rangoli Competition | 11.01.2018 |
| 3 | Celebration of "International Women's Day" | 08.03.2018 |

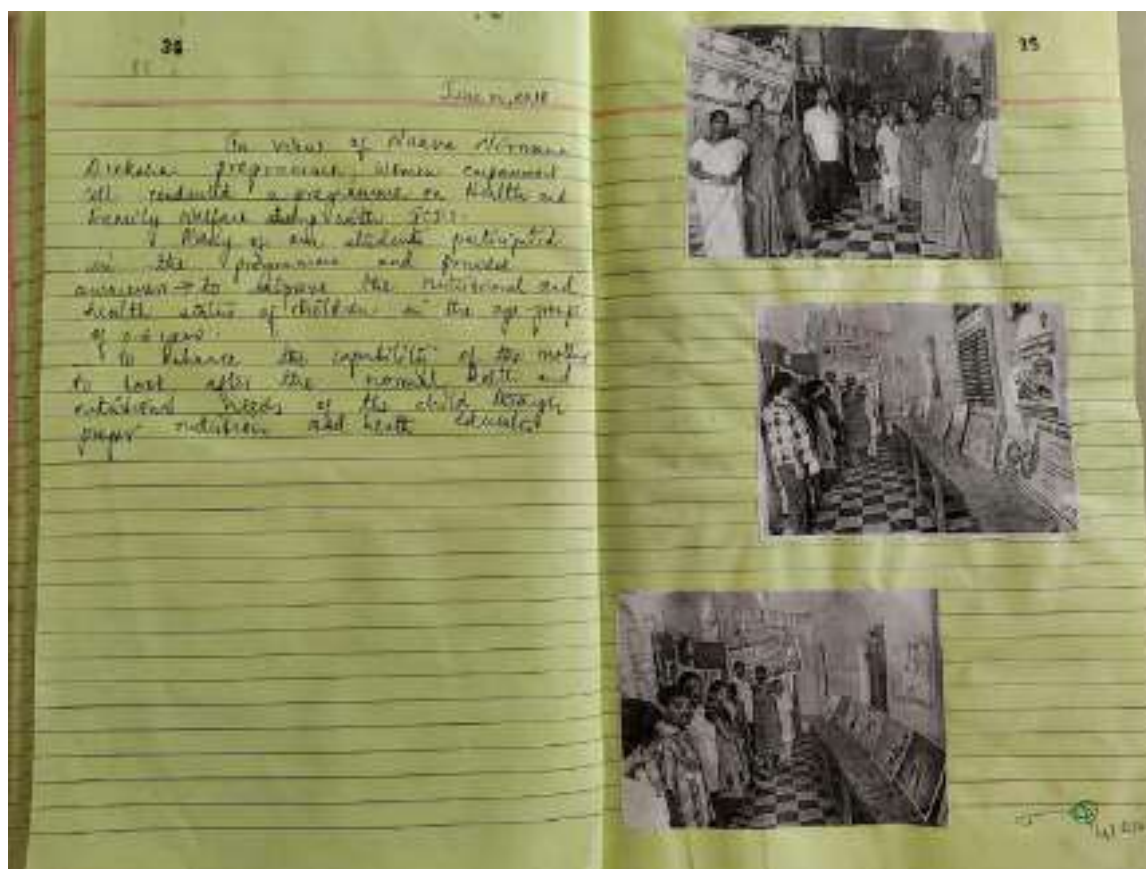
❖ **Doctor's Talk on "Problems in Adolescence" on 18.8.2017**



SCHVPMR GOVT. DEGREE COLLEGE, GANAPAVARAM
WOMEN EMPOWERMENT CELL
ACTIVITIES FOR THE YEAR 2018-19

| Sl. No. | Activity Conducted | Date |
|---------|--|------------------------|
| 1 | Awareness Program on “Health and Family Welfare” | 04.06.2018 |
| 2 | Guest Lecture on “Health and Sanitation” | 08.10.2018 |
| 3 | “Kishori Vikasam” Extension Program | December Third Week |
| 4 | Celebration of International Women’s Day | 07.03.2019 |

❖ **Awareness Program on “Health and Family Welfare “on 4.6.2018**



SCHVPMR GOVT. DEGREE COLLEGE, GANAPAVARAM
WOMEN EMPOWERMENT CELL
ACTIVITIES FOR THE YEAR 2019-20

| Sl. No. | Activity Conducted | Date |
|----------------|--|-------------|
| 1 | “Poshan Maah” | 26.09.2019 |
| 2 | “Role of Women in the Society and Nutrition” | 27.11.2019 |
| 3 | Rangoli competition | 10.01.2020 |
| 4 | Celebration of “National Girl Child Day” | 24.01.2020 |
| 5 | Awareness on “DISHA” App | 02.03.2020 |

SCHVPMR GOVT. DEGREE COLLEGE, GANAPAVARAM
WOMEN EMPOWERMENT CELL
ACTIVITIES FOR THE YEAR 2020-21

| Sl. No. | Activity Conducted | Date |
|---------|--|------------|
| 1 | Celebration of “National Girl Child Day” | 24.01.2021 |
| 2 | Celebration of “International Women’s Day” | 10.03.2021 |
| 3 | Local Webinar on “UNiTE to End Violence Against Women | 25.11.2021 |
| 4 | National Webinar on “Violence Against Women: Pre Birth to Death” | 06.12.2021 |

