



# Jaya Sakthi Engineering College

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

St. Mary's Nagar, Thiruninravur, (Near Avadi), Chennai - 602 024.

www.sakthiec.edu.in Email : info@sakthiec.edu.in

**Prof. Dr. A. Kanagaraj**, M.A., M.Phil., Ph.D.,  
Chairman

**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

## Action taken report regarding the committee formed in our college during the academic year 2021-22

All the students are informed to follow the Campus Rules and code of conduct for students hosted in the college website.

1. Ragging is totally prohibited in the campus. If any student is found indulging in ragging, severe action will be taken against the student.
2. Based on the Hon'ble Supreme Court of India's Direction, the UGC has issued Regulations and Guide lines. Some of the guidelines are as under:
3. The UGC Regulations on "What Constitutes Ragging" is given in **Annexure -I**
4. The UGC Guidelines on the award of punishment to those found guilty are also given in the **Annexure II**.
5. As per the Campus Rules and Code of Conduct for students the Minor and Major Penalty that may be imposed on the student has also been given in the **Annexure-III** for information of the students.
6. As per the guidelines the college should obtain undertaking from the students as well as from the parents that the students will not indulge in any form of ragging. Format of the undertaking is attached in **Annexure IV & V**.

All the students as well as their parents have submitted the hard copy of the undertaking declared through web portal to the concerned HOD.

- Awareness programmes on Anti Ragging / street corner meeting/ Rally campaigns are being conducted by our NSS unit periodically.
- An Anti Ragging Squad is formed in Jaya Sakthi College of Engineering, Chennai. The Squad in full or parts may be called upon to make surprise raids on hostels & other hot spots like College bus stop / college Railway station and will be empowered to inspect places of potential ragging. The Squad will work under the overall guidance of anti ragging committee.
- Hostel wardens are taking effective steps to curb the ragging activities in hostel campuses and our faculty members are visiting hostel on turn basis to oversee the effective prevention of ragging.
- Anti ragging display boards and banners containing the evils of ragging and the administrative actions in the event of ragging are displayed around the campus to enable the student community to actively engage themselves in proactive learning and thereby develop their knowledge and skill so as to attain a prominent position in the society, to make Tamil Nadu a ragging free state and a heaven for peaceful living for students without any fear of ragging.
- We also monitor for prevention of ragging on those commercially managed places-private hostels where our students are relying for accommodation



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## **Measures taken to ensure the safety of the Girl students in our campus**

### **Women's grievance cell:**

A committee comprising lady staff members is constituted which takes care of women's issues. The cell conducts regular meetings with professional counselors. The college also houses a dedicated Common Girls Room with first aid facilities. To address the complaints filed by the girls and lady faculty, this cell was constituted under the leader of senior lady faculty and the warden

This cell looks after the issues related safety of the girl students and encourages the students to lodge complaints fearlessly

The entire college campus has full CCTV coverage. A special staff was appointed exclusively to monitor the CCTV.

The cell has informed the nearest police station about the location of the hostel and requested the Sub inspector to visit the college often. It is decided to keep the police station number and help line number fixed on the outer board at the entrance.

In this connection all Heads of Departments are instructed to bring the above Rules and regulations to the notice of senior students for prevention and prohibition of ragging in this college. The circular and the annexure are displayed in the Departmental Notice Board for reference of the students.



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## Annexure – I

What Constitutes Ragging: Ragging constitutes one or more of any of the following acts:

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students .
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse , homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post public insults which would also include deriving perverted pleasure vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self- confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.



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## Annexure - II

Administrative action in the event of ragging

1. Suspension from attending classes and academic privileges.
2. Withholding/withdrawing scholarship/fellowship and other benefits.
3. Debarring from appearing in any test/examination or other evaluation process.
4. Withholding results.
5. Debarring from representing the institution in any regional, national or International meet, tournament, youth festival, etc.
6. Suspension/Expulsion from the hostel.
7. Cancellation of admission.
8. Rustication from the institution for period ranging from one to four semesters.
9. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period

## Annexure-III

Penalties

The following are the penalties that may be imposed on a student.

### Minor Penalties

1. Oral/Written Warning
2. Fine
3. Suspension from the class for a week

### Major Penalties

1. Fine
2. Suspending from class for one month/semester.
3. Prevention from appearing University Exams.
4. Prevention from T & P facilities.
5. Suspension from Hostel
6. Rustication from college.



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## Annexure – IV

### AFFIDAVIT BY THE STUDENT

I, \_\_\_\_\_ D/o Mr./Mrs./Ms. \_\_\_\_\_

- 1) having been admitted to **Jaya Sakthi Engineering College, Thiruninravur and its Hostel** have received a copy of AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) I will not participate in or abet or propagate through any act of commission or commission 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 Deponent**  
Name

### VERIFICATION

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

Verified at Thiruninravur on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year)

**Signature of Deponent**

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

**OATH COMMISSIONER**



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## Annexure – V

### AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms \_\_\_\_\_ father / mother/guardian of \_\_\_\_\_,

- 1) having been admitted to **Jaya Sakthi Engineering College, Thiruninravur and its Hostel**, have received a copy of the AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - 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, I am aware that my admission my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

#### Signature of Deponent

Name:

Address:

Telephone/Mobile No:

#### VERIFICATION

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

Verified at \_\_\_\_\_ (place) on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) and \_\_\_\_\_ (year)

#### Signature of deponent

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

**OATH COMMISSIONER**

**ANTI  
RAGGING**  
Committee

**SAKTHI ENGINEERING COLLEGE**

St. Mary's Nagar, Thiruninravur - 602 024

**RAGGING**

**IS**

**STRICTLY  
PROHIBITED**

# Ragging-Free Campus



**WARNING**  
Ragging is a **CRIME**

## ATTENTION STUDENTS

**ANTI RAGGING**  
Committee



**DON'T RAG...**

ALSO  
don't be a  
MUTE witness  
to "RAGGING"

**RAGGING**  
IS A CRIMINAL OFFENCE



### What is Ragging?

Any act resulting in:

- Teasing, handling a fresher with rudeness.
- Mental/Physical/Verbal/Sexual abuse
- Exploiting the services of fresher for completing the academic tasks.
- Financial extortion or forceful expenditure burden put on freshers
- Indulging indecent or indisciplined activities.
- Use of force

### Administrative action in the event of ragging:

- Expulsion from the institution.
- Withholding/withdrawing scholarship and other benefits.
- Suspension/expulsion from hostel.
- Debarring from appearing in any examinations.
- Withholding results.
- Denied admission to any institution.
- Prosecuted for criminal action.

**GO AHEAD,  
REPORT RAGGING**

National Anti-Ragging Helpline

24x7 Anti-Ragging Helpline number:

1800-180-5522 (Toll Free)

**JOIN HANDS TO MAKE YOUR CAMPUS RAGGING FREE**





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DATE: 18<sup>th</sup> June 2021.


## ANNUAL GENDER SENSITIZATION ACTION PLAN


### ACADEMIC YEAR (2021-2022)

In all academic, Co-Curricular, and Extracurricular pursuits at the college, JAYA SAKTHI ENGINEERING COLLEGE ensures that both boys and girls are given equal consideration. With the help of its proactive programmes for students, JSEC will look at the following: (At least two meeting each year)

S.NO	NAME	ACTION	RESPONSIBILITY
1	Mr. P.K. Santhosh	Organize frequent meetings of the Vishakha Committee, the anti-ragging cells, and the women's empowerment cells to monitor and assess the degree of gender equality in the institution.	IQAC Coordinator and Conveners of the Committee
2	Mrs.P.Jayasri Archana Devi	Establish a training program on gender equality and the avoidance of all forms of abuse for the institution's students.	Vishakha Committee
3	Mrs.P.Jayasri Archana Devi	Celebration of International women's day.	Women Empowerment Cell
4	Dr. G.Saravanan	Organize a public awareness campaign for Anti-Ragging committee	HOD /S&H
5	Dr.B.Gobinathan	Provide cultural/sports competitions to all the students during the annual sports meet	Principal
6	Dr.B.Gobinathan	Information provided to all staff members and students at meetings of the Vishakha Committee	Principal



  
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DATE: 12/10/2021

## CIRCULAR

Members of the Anti-Ragging committee are informed to attend a meeting at the CSE Seminar Hall on 19/10/2021 at 3:00pm.





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## ANTI-RAGGING CELL

### ACADEMIC YEAR(2021-2022)

#### AGENDA:

1. To decide the action plan of the Anti-Ragging cell for the years 2021-2022.
2. The decision was made to hold Anti-Ragging committee meetings each semester.
3. HODs of all departments shall conduct an introductory session on creating awareness about Anti- Ragging.

#### MEETING -1

1. Date : 19<sup>th</sup> Oct 2021
2. Time : 3.00pm
3. Place : CSE Seminar Hall

#### Members Present at the Meeting:

S.No.	NAME	DESIGNATION	ADDRESS	SIGNATURE
1.	Dr.B.Gobinathan	Principal	Jaya Sakthi Engineering College, Thirunindravur	
2.	Mrs.P. Jayasri Archana Devi	HOD/CSE	Jaya Sakthi Engineering College, Thirunindravur	
3.	Mr. Radhakrishnan	Inspector of Police	T-11 Police station, Thirunindravur.	
4.	Dr. G. Saravanan	Head of the Anti-ragging Committee, HOD/ S &H.	Jaya Sakthi Engineering College, Thirunindravur	
5.	Mrs.M.Fazilath	HOD/BME	Jaya Sakthi Engineering College, Thirunindravur	
6.	Mr.S.Vijayan	Dept of Mech	Jaya Sakthi Engineering College, Thirunindravur	

HEAD OF THE COMMITTEE



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Secretary

Date: 19. 10. 21

## ANTI-RAGGING CELL

### ACADEMIC YEAR(2021 – 2022)

#### Minutes of Anti-Ragging Committee(2021-2022)


Dr. G. Saravanan, Head of the Anti-Ragging committee, welcomes the members and discussed the following points to curb the ragging:

1. Facilitating students to contact committee members by providing them with their Mobile Numbers.
2. To create awareness of ragging and its consequences
3. Ragging-causing emotions or commotions will be observed and any appropriate action will be taken.
4. To collect self-declaration with regard to not involving in ragging activities signed by the students and his/her parents.
5. Mr. P. Karthikeyan, Asst., Prof/ Department of Mechanical Engineering, concluded the meeting with a Vote of thanks.

  
HEAD OF THE COMMITTEE



  
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DATE: 05/02/2022

## CIRCULAR

Members of the Anti-Ragging committee are informed to attend a meeting at the CSE Seminar Hall on 08/02/2022 at 3:00pm.



  
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Secretary

## ANTI-RAGGING CELL

### ACADEMIC YEAR (2021-2022)

#### AGENDA:

1. Confirmation of the proceedings of the last meeting held on 19<sup>th</sup> Oct 2021 and the report of last year to be submitted to the members.
2. To decide the action plan of the Anti-Ragging cell.
3. Notice boards to be erected in all conspicuous places of our institutions.

#### Meeting-2

Date : 8<sup>th</sup> Feb 2022  
Time : 3.00 pm  
Place : CSE Seminar Hall

#### Members Present at the Meeting:

S.No.	NAME	DESIGNATION	ADDRESS	SIGNATURE
1.	Dr.B.Gobinathan	Principal	Jaya Sakthi Engineering College, Thirunindravur	
2.	Mrs.M.Fazilath	Department of BME	Jaya Sakthi Engineering College, Thirunindravur	
3.	Mr. RadhaKrishnan	Inspector of Police	T-11 police Station, Thirunindravur.	
4.	Dr. G. Saravanan	Head of the Anti-Ragging Committee, HOD/S&H	Jaya Sakthi Engineering College, Thirunindravur	
5.	Mr.S.Vijayan	HOD/Mech	Jaya Sakthi Engineering College, Thirunindravur	
6.	Mrs. P. Jayasri Archana Devi	HOD/CSE	Jaya Sakthi Engineering College, Thirunindravur	

HEAD OF THE COMMITTEE

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Date: 08. 02. 22

## ANTI-RAGGING CELL

### ACADEMIC YEAR(2021 – 2022)

#### Minutes of the Anti-Ragging Committee (2021 – 2022)

Dr. G. Saravanan, Head of the Anti-Ragging Committee, welcomed the members and discussed the following points to curb the ragging:

1. Formation of Anti-Ragging committee inclusive of the Police personnel.
2. Facilitating students to contact committee members by providing them with mobile numbers.
3. If any incident of ragging occurs it is the day of the member to bring it to the notice of higher officials.
4. To ensure that no ragging is taking place anywhere inside the campus.

Mr.S.Vijayan, Asst. Prof/ Department of Mechanical concluded the meeting with a vote of thanks.



  
COMMITTEE HEAD

  
HEAD OF THE DEPARTMENT

  
PRINCIPAL

PRINCIPAL  
JAYA SAKTHI ENGINEERING COLLEGE  
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Secretary

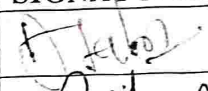

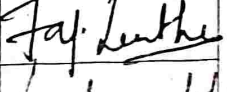
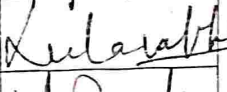
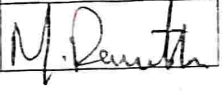
## WOMEN EMPOWERMENT CELL

### ACADEMIC YEAR(2021-2022)

The Women Empowerment Cell (WEC) will held on online meeting 21<sup>st</sup> September 2021 at 2:00 pm to address the agenda in presence of the following members.

#### MEETING-I

##### Members

SNO	NAME	DESIGNATION	ADDRESS	SIGNATURE
1.	Dr.B.Gobinathan	Principal	Jaya Sakthi Engineering College Thirunindravur	
2.	Mrs.P. Jayasri Archana Devi	HOD/ CSE	Jaya Sakthi Engineering College Thirunindravur	
3.	Mrs.M.Fazilath	Dept of BME	Jaya Sakthi Engineering College Thirunindravur.	
4.	S. Leelavathi	Dept of Mathematics	Jaya Sakthi Engineering College Thirunindravur	
5.	Mrs.M.Pavithra Rao	Dept of CSE	Jaya Sakthi Engineering College Thirunindravur	

  
COORDINATOR



  
PRINCIPAL

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Thiruninravur, Chennai-602024

PR.  
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Thiruninravur, Chennai-602024







# Jaya Sakthi Engineering College

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Prof. Dr. A. Kanagaraj, M.A., M.Phil., Ph.D.,  
Chairman

Mrs. K. Vijayakumari, M.A., B.Ed.,  
Secretary

DATE:21.09.2021

## WOMEN EMPOWERMENT CELL

### ACADEMIC YEAR(2021-2022)

#### AGENDA

The report of Women Empowerment Cell minutes for the academic years 2020-2021.

#### MINUTES

1. Mrs.P. Jayasri Archana Devi,HOD/CSE, welcomed all the members and explained the purpose of the meeting.
2. Encouraging women to feel confident in themselves and be able to make their own decision
3. Discussing women's rights to influence social change for themselves and others
4. Purpose of giving women equal position as men in society
5. Organize a workshop with our team on the topic women Empowerment cell.
6. Discussing current issues for college
7. The meeting was concluded with a vote of thanks Mrs.M.Fazilath,Dept of BME

*P. Jayasri*  
COORDINATOR

*M*  
PRINCIPAL

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Thiruninravur, Chennai-602024

*M. Fazilath*  
PRINCIPAL

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Chairman

Mrs. K. Vijayakumari, M.A., B.Ed.,  
Secretary

## WOMEN EMPOWERMENT CELL

### ACADEMIC YEAR(2021-2022)

Today on 27<sup>th</sup> Jan 2022 from 1.00pm,online meeting for the Women Empowerment Cell (WEC) to discuss the following Agenda in presence of the following members.

### MEETING-II

#### Members:

S. NO	NAME	DESIGNATION	ADDRESS	SIGNATURE
1.	Dr.B.Gobinathan	Principal	Jaya Sakthi Engineering College Thirunindravur	
2.-	Mr. Radhakrishnan	Inspector of police	Jaya Sakthi Engineering College, Thirunindravur	
3.	Mrs.M.Fazilath	Dept of BME	Jaya Sakthi Engineering College, Thirunindravur	
4.	Mrs.P. Jayasri Archana Devi	HOD/CSE	Jaya Sakthi Engineering College, Thirunindravur	
5.	S.Leelavathy	Dept of Maths	Jaya Sakthi Engineering College, Thirunindravur.	
6.	Mrs.M.Pavithra Rao	Dept of CSE	Jaya Sakthi Engineering College, Thirunindravur.	

COORDINATOR

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Chairman

Mrs. K. Vijayakumari, M.A., B.Ed.,  
Secretary

DATE:27.01.2022

## WOMEN EMPOWERMENT CELL

### ACADEMIC YEAR(2021-2022)

#### AGENDA

1. Report of an Action plan for Women Empowerment Cell for the academic year 2021-22.
2. Discussion about the previous semester's performance of WEC.

#### MINUTES

1. Mrs.P.Jayasri Archana Devi, WEC Coordinator, HOD/CSE, welcomed all the members and explained the purpose of the meeting.
2. Plans for hosting WEC activities for the year 2021-2022 were discussed.
3. The program is to be planned to inform students about the Women Empowerment cell.
4. The events to be conducted are as follows:
5. Seminar about Women Entrepreneurship to bring Equity.
6. Celebration of International Women's Day on 08/03/2022.
7. All the planned events for the academic year 2021-2022 were conducted as per the schedule.
8. The members agreed that the committee will meet every semester on a regular basis.
9. The meeting was concluded with a vote of thanks.

*P. Yam*  
COORDINATOR

*M*  
PRINCIPAL

*A. Jeyaraj*  
PRINCIPAL

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Secretary

## VISHAKHA COMMITTEE

### ACADEMIC YEAR (2021-2022)

The first meeting of the academic year (2021-2022), the Vishakha committee conducted online on 21<sup>st</sup> June 2021.

#### MEETING-1

Date: 21<sup>st</sup> June 2021

Time: 02:30pm

Place: Zoom meeting

#### Members Present at the Meeting

SNO	NAME	DESIGNATION	ADDRESS	SIGNATURE
1.	Dr.B.Gobinathan	Principal	Jaya Sakthi Engineering College, Thirunindravur	
2.	Mr. Radhakrishnan	Inspector of Police	T-11 Police Station, Thiruninravur.	
3.	Dr.G.Saravanan	HOD/S&H	Jaya Sakthi Engineering College, Thirunindravur	
4.	Mrs.M.Fazilath	Dept of BME	Jaya Sakthi Engineering College, Thirunindravur	
5.	S. Leelavathy	Dept Of Mathematics	Jaya Sakthi Engineering College, Thirunindravur	
6.	Mrs.M.Pavithra Rao	Dept of CSE	Jaya Sakthi Engineering College, Thirunindravur	

COORDINATOR

PRINCIPAL



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Secretary

## VISHAKHA COMMITTEE

### ACADEMIC YEAR (2021-2022)

#### AGENDA:


To decide the action plan of the Vishakha Committee for the year 2021-2022

#### MINUTES:

1. Mrs.P.Jayasri Archana Devi HOD/Department of CSE, welcomed all the members and explained the purpose of the meeting.
2. The following decisions were made by the members,
  - a. Organize awareness among the students through Vishakha committee.
  - b. Members of the Vishakha committee should review the questions raised by the students on a monthly basis.
  - c. Mrs.P.Jayasri Archana Devi Vishakha committee coordinator the meeting with a vote of thanks.

  
COORDINATOR

  
PRINCIPAL



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Secretary

## VISHAKHA COMMITTEE

### ACADEMIC YEAR (2021-2022)

The report from the first meeting was discussed at the second meeting of the Vishakha committee for women, which was held on 02.02.2022 at 2.00 pm.

#### Meeting -II

Date: 02.02.22

Time: 2.00pm

Place: CSE Seminar Hall

#### Members Present at the meeting:

S.No.	NAME	DESIGNATION	ADDRESS	SIGNATURE
1.	Dr.B.Gobinathan	PRINCIPAL	Jaya Sakthi Engineering College, Thirunindravur	
2.	Mrs.M.Fazilath	Dept of BME	Jaya Sakthi Engineering College, Thirunindravur	
3.	S. Leelavathi	Dept of Mathematics	Jaya Sakthi Engineering College, Thirunindravur	
4.	Mrs.M.Pavithra Rao	Dept of CSE	Jaya Sakthi Engineering College, Thirunindravur	
5.	Dr.G.Saravanan	Dept of CSE	Jaya Sakthi Engineering College, Thirunindravur	

COORDINATOR

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Mrs. K. Vijayakumari, M.A., B.Ed.,  
Secretary

Date: 02. 02. 22

## VISHAKHA COMMITTEE

### ACADEMIC YEAR(2021-2022)

#### AGENDA:


1. Confirmation of the proceedings of the last meeting held on 21<sup>st</sup> June 2021 and the report of last year to be submitted to the members.
2. To decide the action plan of the Vishakha Committee for the year 2022-2023.

#### MINUTES:

1. Mrs.P.Jayasri Archana Devi, HOD/Department of CSE, welcomed all the members and explained the purpose of the meeting.
2. The committee members made the following decisions:
  - a. To prepare an action plan for the year 2021-2022 to ensure the safety of the girl students on the college campus.
  - b. To make the students aware of the functions and guidelines of the Vishakha committee for women during the pandemic situation.
  - c. Mrs. R.Sumalatha, Assistant Professor, Department of physics, was assigned to monitor the online attendance for women during their pandemic situation.
  - d. Members of the committee decided to organize a rally on 8 March 2022 on the occasion of International Women's Day to spread the message of gender sensitization.
3. No complaints were received so far.
4. Mrs.P.Jayasri Archana Devi,HOD/ Dept of CSE, Vishakha committee coordinator concluded the meeting with a vote of thanks.

  
COORDINATOR



  
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Secretary


## Anti Ragging Committee

### Academic Year 2021-2022

A) Anti Ragging Committee: [ Clause 6.3 (a) of UGC Regulations, 2009]			
Name	Designation	Mobile No.	e-mail/Address
<b>CHAIRMAN</b>			
Dr.B.Gobinathan	Principal	887068062	Principal@sakthiec.edu.in
<b>MEMBERS</b>			
Dr. G. Saravanan, Nodal Officer	HOD/S&H	9994483785	Saranmithun18@gmail.com
Mr.S.Vijayan	A.P / MECH	9840589647	vijayan_s2000@yahoo.com
Mr. P. Gunasekaran	Inspector of Police	8754548754	t11thiruninravur@yahoo.co.in
Mr.T.J. Ramesh Balaji	Advocate & Notary	9444457504	tjrameshbalaji@gmail.com
Mr. S. Senthil	Local reporter	9003154198	Senthils786@yahoo.com
Mr. M. Chidambaram	Secretary, Exnora International	9941001068	Chidambaram.m@gmail.com
Mr. P. Ramanathan	Administrative Officer	9176661015	Jaya Sakthi Engineering College Thiruninravur-602 024
Mr. N. Ramarathinam	Parent Representative	9087197517	No.689, Vanjinathan Street, Pakkam Village, Thiruvallur Dist.
Mr. A. Udayakumar	Parent Representative	9444744484	No.5, Sriram Nagar, 2 <sup>nd</sup> Cross Street, Kavarapalayam, Thiruninravur - 602 024.
D. Kamalesh, IV year MECH	Student Representative	9176570045	secmechdept@gmail.com
B. Bavadharini, IV year CSE	Student Representative	7092590749	jsec.cse2006@gmail.com



  
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Principal  
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Chairman

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Secretary


## Anti Ragging Squad

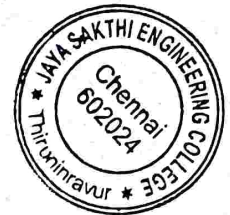
### Academic Year 2021-2022

B) Anti Ragging Squad: [ Clause 6.3 (c) of UGC Regulations, 2009]			
Name	Designation	Mobile No.	e-mail
<b>CHAIRMAN</b>			
Mr. S. Vijayan	HOD/Mech	9840589647	vijayan_s2000@yahoo.com
<b>MEMBERS</b>			
Mrs. P. Jayasri Archana Devi	HOD/CSE	9444411456	jayasriarchana@yahoo.com
Mrs.S.Sivakami	A.P./ CSE	9080864972	Ssssivakami91@gmail.com
Mr. S. Vignesh	A.P. / MECH	7708981326	Sanvicky2k@yahoo.com
Mr. S. Selvakumaran	A.P. / CSE	9710224234	selva_kumaran@yahoo.com
Dr. D. Kumar	A.P/Chemistry	8778269391	Kumar.jsec@gmail.com

  
Principal

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Chairman

**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

## Grievances Redressal Guidelines

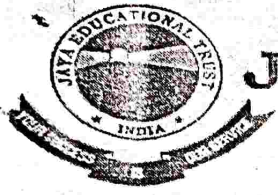
### Members of Grievance Redressal Committee

S.NO	NAME	POSITION	PROFESSIONAL DESIGNATION	CONTACT NUMBER
1.	Dr.B.Gobinathan	CHAIRMAN	PRINCIPAL	9443593065
2.	Mr.Selvakumaran	MEMBER	ASSO/CSE	9710224234
3.	Mr.S.Vijayan	MEMBER	HOD/MECH	9840589647
4.	Ms.Praise more	MEMBER	ASST/GE	9940105326
5.	P.K.Santhosh	MEMBER	ASST/BIO	9710929396
6.	Mr.Santhanam	MEMBER	AP/MATHS	9840897884
7.	Dr. D. Kumar	MEMBER	Asso.Prof./Chemistry	8778269391

*M*

*[Handwritten Signature]*

**PRINCIPAL**  
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Chairman

Mrs. K. Vijayakumari, M.A., B.Ed.,  
Secretary


## SC/ST Cell Committee Members

Name	Designation	Position in the committee
Dr. B.Gobinathan	Principal	Chairperson
Dr. G. Saravanan	Asso. Prof./Physics	Convener
Mrs.S.Sivakami	Asst.Prof./CSE	Co-Convener
Mrs.M.Fazilath	Asst.prof/BME	Member
Dr. D. Kumar	Asso.Prof./Chemistry	Member
Dr. R.Arunkumar	Asso. Prof./Chemistry	Member

  
Principal

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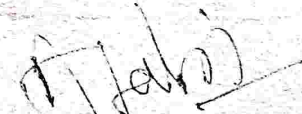
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**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

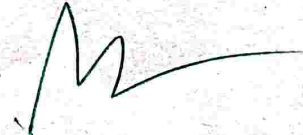
## VISHAKHA COMMITTEE

### INTERNAL COMMITTEE MEMBERS (2021 – 2022)

Mrs. P. Jayasri Archana Devi, HOD/CSE	- Chair Person (9444411456)
Mrs. M.Pavithra Rao, AP./CSE	- Member
Mrs. Mrs.M.Fazilath, AP/BME	-Member
Mrs.K.Ramya, Advocate and Commissioner Of Oaths /High Court Chennai	- Legal Member
Ms.R.S.Thivya, (III year /CSE)	- Student Member
Ms.V.Karthika, (III year /CSE)	- Student Member
Mrs.M.Devi , Admin. Staff	- Observer

  
Principal



  
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# **JAYA SAKTHI ENGINEERING COLLEGE**

**Thiruninravur-602 024**

## **GRIEVANCE REDRESSAL POLICY**

The College has a Students' Grievance Redressal Committee. The functions of the Committee are to look into the complaints lodged by any student, and judge its merit. The Grievance Redressal Committee is also empowered to look into matters of harassment.

Anyone with a genuine grievance may approach the Grievance Redressal Committee members in person. In case the person is unwilling to appear in self, grievances may be sent in writing. Grievances may also be sent through e-mail to the officer in-charge of Students' Grievance Redressal Committee or Principal.

### **Objective:-**

The objective of the Grievance Redressal Committee is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.

A Grievance Redressal Committee has been constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box have been installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and College administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

**Scope:-**

The Committee deals with Grievances received in writing from the students about any of the following matters:-

Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.

Financial Matters: Related to dues and payments for various items from library, hostels etc,

Other Matters : Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport etc,.

**Functions:-**

The cases are attended promptly on receipt of written grievances from the students.

The Committee formally meets to review all cases, prepares a statistical reports about the number of cases received, attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

**Procedure:-**

- The setting of the Grievance Redressal Committee for students will be widely published.
- The students may feel free to put up a grievance in the format attached and drop it in boxes placed at conspicuous locations.
- The GRC will act upon those cases which have been forwarded along with the necessary documents.
- The GRC will take up only those matters which have not been solved by the different departments.
- Grievances related to fees etc will be taken up only if the relevant financial documents like demand drafts etc are attached.

The Committee is requested to Contribute effectively to dispose the grievances at the earliest.

A registry to register the complaint is established and kept in the Principal office under the Supervision of Mr. Ramanathan Administrative officer. On receipt of the Complaint, the staff in-charge of the registry will submit the same to the Member Secretary of the "Grievance Redressal Committee". The Committee will meet, with an information to the complainant on their day of Convenience. An aggrieved Student or Parent may appear in person to present his/her case.

In the case, the complainant not satisfied with the decision of the Committee, they may send their appeals to the "OMBUDSMAN" appointed by the Affiliating University. The OMBUDSMAN will fix a date for hearing the Complainant which shall be communicated to the Institute and the aggrieved person.

The Institution shall comply with the order of the ombudsman. Any order of the OMBUDSMAN not complied with by the Institution, will be reported to AICTE for appropriate action.

In case of any false/frivolous Complaint, the ombudsman may order appropriate action against Complaint.

#### **Exclusions:-**

The Grievance Redressal Committee shall not entertain the following issues:

- Decisions of the Executive Council, Academic Council, Board of studies and other Administrative or Academic Committees constituted by the University.
- Decisions with regard to award of scholarship, fee concessions, medals, etc.
- Decisions made by the University with regard to disciplinary matters and misconduct.
- Decisions of the University about admissions in any courses offered by the Institute.
- Decisions by competent authority on assessment and examination result.

#### **Establishment of a Grievance Redressal Committee.**

In order to comply with the AICTE Regulation for addressing, student or Parent's grievance in a Technical Institution, "Grievance Redressal Committee" of Jaya Sakthi Engineering College has been constituted with following Staff in different positions to enquire the nature and extent of grievance. The committee can suggest the final action to be initiated at the institutional level for the redressal of the same.

## GRIEVANCE REDRESSAL COMMITTEE

S.No	Name of the Faculty	Designation	Position	Email & Mobile no
1.	Dr. B. Gobinathan	Principal	Chairman	<a href="mailto:Principal.jsec2006@gmail.com">Principal.jsec2006@gmail.com</a> 8870680627
2.	Mr. S. Selvakumaran	A.P/CSE	Member Secretary in General	<a href="mailto:sselva11@gmail.com">sselva11@gmail.com</a> 9710224234
3.	Mr. S. Vignesh	A.P/MECH	Member Secretary in General	<a href="mailto:sanvicky2k@gmail.com">sanvicky2k@gmail.com</a> 7708981326
4.	Mrs. P. Jayasri Archana Devi	HOD/CSE	Member Secretary in Women's	<a href="mailto:jayasriarchana83@gmail.com">jayasriarchana83@gmail.com</a> 9444411456
5.	Dr. D. Kumar	A.P/Chem.	Members	<a href="mailto:Kumar.jsec@gmail.com">Kumar.jsec@gmail.com</a> 8778269391
6.	Mr. J. Boopalan	A.P/MECH	Members	<a href="mailto:jaganathanboopalan@gmail.com">jaganathanboopalan@gmail.com</a> 9710599461
7.	Mr. Mohammed Yacin	A.P/CIVIL	Members	<a href="mailto:yaacin.aiib@gmail.com">yaacin.aiib@gmail.com</a> 9566027489
8.	Mrs M.Jayanthi	A.P/CSE	Members	<a href="mailto:jayanthimani@ymail.com">jayanthimani@ymail.com</a> 9884376810

The Student or Person, who are willing to launch any complaints, shall send their representation for redressal of their grievance to the following Grievances Redressal Committee.

All aggrieved parents and the stockholders may also thenceforth approach to the Grievance Redressal Committee.

**PRINCIPAL**





# Jaya Sakthi Engineering College

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St. Mary's Nagar, Thiruninravur, (Near Avadi), Chennai - 602 024.

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**Prof. Dr. A. Kanagaraj**, M.A., M.Phil., Ph.D.,  
Chairman

**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

**DATE: 19.07.2021**

---

## CIRCULAR

**Originator: Chairman  
Members**

**To: Anti Ragging Committee**

---

It is decided to conduct an Anti Ragging Committee meeting at our conference hall on 22.07.2021 at 2.00 pm to discuss on the functioning of Anti Ragging Committee and Squad to curb the menace of Ragging in our institution and as well as the efforts taken to create awareness among the students about the evils of Ragging and administrative actions in the event of Ragging.

All the Committee members are requested to be present for the above meeting without fail.

**Principal**

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044 2634 4282

Fax : 2634 3770



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Chairman

**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

## Hoarding and Bill Boards



Phone : 044 2634 0250

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## CCTV Camera at prominent Places





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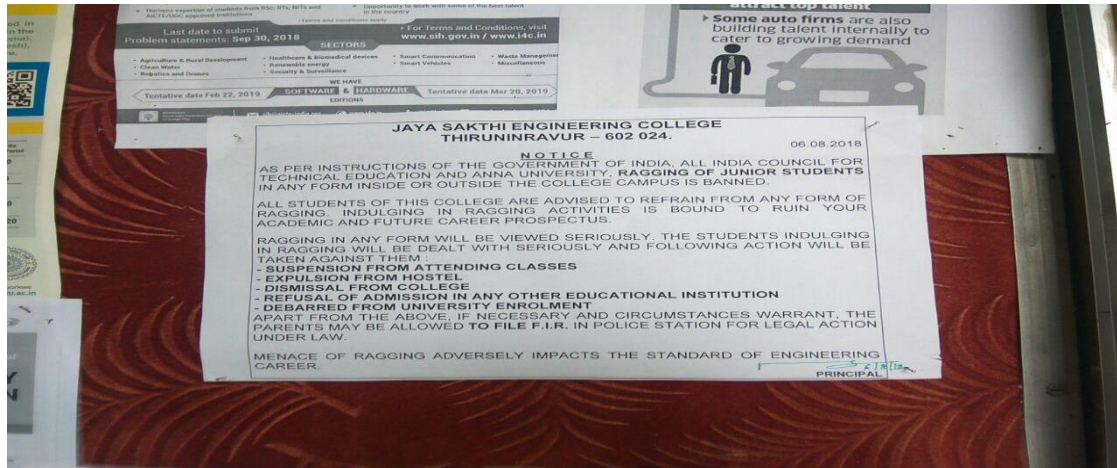
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Chairman

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Secretary

## Awareness about Legal punishments



Sample of ID Card





Anti-Ragging Committee Members  
Inspector of Police, Tiruninravur  
Cell: 8754548754  
Principal: 9789046013  
Ist Year HOD: 99944 83785  
College Office: 044-26430250



Anti-Ragging Committee Members  
Inspector of Police, Tiruninravur  
Cell: 8754548754  
Principal: 9789046013  
Ist Year HOD: 99944 83785  
College Office: 044-26430250

## Hostel



**ANTI  
RAGGING**  
Committee

**SAKTHI ENGINEERING COLLEGE**

St. Mary's Nagar, Thiruninravur - 602 024

**RAGGING**

**IS**

**STRICTLY  
PROHIBITED**

**Ragging-Free Campus**



**WARNING**  
Ragging is a **CRIME**

# ATTENTION STUDENTS

**ANTI RAGGING**  
Committee



## DON'T RAG...

ALSO  
don't be a  
MUTE witness  
to "RAGGING"

**RAGGING**  
IS A CRIMINAL OFFENCE



### What is Ragging?

Any act resulting in:

- Teasing, handling a fresher with rudeness.
- Mental/Physical/Verbal/Sexual abuse
- Exploiting the services of fresher for completing the academic tasks.
- Financial extortion or forceful expenditure burden put on freshers
- Indulging indecent or indiscipled activities.

### Administrative action in the event of ragging:

- Expulsion from the institution.
- Withholding/withdrawing scholarship and other benefits.
- Suspension/expulsion from hostel.
- Debaring from appearing in any examinations.
- Withholding results.
- Denied admission to any institution.
- Prosecuted for criminal action.

**GO AHEAD,  
REPORT RAGGING**

National Anti-Ragging Helpline  
24x7 Anti-Ragging Helpline number  
1800-180-5522 (Toll Free)

**JOIN HANDS TO MAKE YOUR CAMPUS RAGGING FREE**





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Secretary

## Grievances Redressal

### Objectives of Grievance Redressal Committee :

- To uphold the dignity of the College by ensuring strife free atmosphere in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc.
- To create a platform where students can point out their problems, regarding academic and non-academic matters.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized
- Get suggestions from the students for improvement.
- Advising all Staff members to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.

To ensure effective solution to the student's grievances with an impartial and fair approach



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Secretary

## SC/ST Cell

### **Introduction:**

The standing committee for the welfare of SC/ST community has been constituted in the College with the Principal as Chairman for the implementation of the various policies and programmes launched by the State and Central Governments, AICTE and the UGC for the benefit of the SC/ST students and employees.

### **Objectives:**

- To monitor and implement consistently the reservation policy and programmes of the State and Central Governments.
- To bring the students belongs to SC/ST community at par with the main stream students.
- To create a platform where students can point out their problems, regarding academic and non-academic matters.
- To make the SC/ST students aware of various scholarships program of UGC, State and Central Governments.
- To create awareness among the SC/ST students especially from the rural areas about the higher education avenues.
- To take follow up measures to ensure that SC/ST students and faculty are availing the welfare measures being offered by State and Central Governments.



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Chairman

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Secretary

## Responsibilities:

- The Cell concentrates on the implementation of the rules of reservation in students' admission and appointments in teaching and non-teaching position as well as monitoring the prevention of atrocities against the SC/ST students and faculty.
- The Cell actively engages in co-ordinating and solving the problems in the matters related to admissions/appointments and resources utilization of SC/ST students.
- The Cell Creates awareness regarding the government scholarships and fellowships through circulars to the SC/ST students.
- The cell works with the focus on the students belong to socially and economically backward students to get the opportunities to pursue their studies in the higher educational institutions.
- The Cell also advises the students to utilise the facilities of the Book Bank and to borrow books depending on availability.
- The Cell often meets the students and members of faculty belong to SC/ST communities, to understand their problem and take necessary action and/or render them necessary advice/help to resolve the matter.
- The Cell Counsels the students to overcome their inferiority complex by means of interaction with fellow students and personal grooming, etc.



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**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

**Date: 18.08.21**

## **Women Sexual Harassment Redressal Committee**

Self care is not self indulgence. Self care is self respect. And also if we treat ourselves and others with respect, we develop more pride and self-esteem.

### **About Women Sexual Harassment Redressal Committee:**

Gender equity, including protection from sexual harassment and right to work with dignity is universally recognized basic human right. Eradication of social evils has been the prime aim of Constitution of India. Article 15 of the Constitution of India prohibits discrimination of grounds of religion, race, caste, sex, or place of birth. Article 42 makes provision for securing just and human conditions of work. Article 15 –A (e) makes it incumbent on every citizen to promote harmony and spirit of the common brotherhood amongst all the people of India transcending religious, linguistic, and regional of sectional diversities, to renounce practices derogatory to the dignity of women. India is also a signatory to the convention on the “Elimination forms of discrimination against women”.

The Prevention of Women Sexual Harassment Committee was established in 2007 in accordance with the directions issued by AICTE, UGC and MHRD, and Supreme Court ruling of 1997 on the issue of sexual harassment in the work place. Women’s Cell was formed to empower and uphold the dignity of Women at work. The college aims to provide and maintain a dignified, safe, congenial working and learning environment for women employees and students, free from gender discrimination and sexual harassment. It further cultivates the atmosphere where men and women work together towards the growth and prosperity of the institution in a safe and healthy academic environment.



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**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

## Sexual Harassment Committee Redressal Committees have been constituted with the following members:

	Name	Contact No.	Email - ID
Convener	Mrs. P. Jayasri Archana Devi	9444411456	jayasriarchana@yahoo.com
Secretary	Mrs.M.Fazilath	9790780945	Fazilathbio-123@gmail.com
Counsellor	Mrs.S.Sivakami	9080864972	Ssssivakami91@gmail.com
Member	Mrs. M. Jayanthi	9884376810	jayanthimani@ymail.com
Member	Mrs.M.Pavithra Rao		pavi_rao@gmail.com
Member	Mrs.R. Sumalatha		Sumalath123@gmail.com
Warden	Ms.A.K.Mohana	8754791065	akmohana1995@gmail.com

If any woman faculty, staff or girl student has any grievance, including any kind of harassment, the same can be brought to the notice of the Convener or any of the Committee Members for necessary action and redressal.

What constitutes sexual harassment, as defined by the Hon'ble Supreme Court is given below:

For this purpose, sexual harassment includes any unwelcome sexually determined behaviour (whether directly or by implication) as:

- Physical contact and advances;
- A demand or request for sexual favours;
- Sexually coloured remarks;
- Showing pornography;
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

where any of these acts is committed in circumstances in relation to the victim's employment or work or course of study, whether he/she is drawing salary, or honorarium or voluntary or a Student pursuing Education, when the Employee/ Student



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Secretary

has reasonable grounds to believe that his/her objection would disadvantage his/her in connection with his/her employment or work or disrupt the course of study in the University including when it creates a hostile environment, adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto – such conducts amount to sexual harassment.

### Examples:

- ♣ Denial of payment or official approval in the absence of sexual favours
- ♣ Pornographic pictures/messages displayed on desks or sent by email
- ♣ Remarks made about personal appearance and dress
- ♣ Coloured jokes shared in the office that make others present feel uncomfortable.

### Functions of the Cell:-

The office of the Cell is an educational resource as well as a complaint centre for the members of the faculty, staff members and students of the college. Its mandate is

- ❖ To provide a neutral, confidential and supportive environment for members of the campus community who may have been sexually harassed.
- ❖ To advice complainants of the informal and formal means of resolution as specified by the Cell.
- ❖ To ensure the fair and timely resolution of sexual harassment complaints.
- ❖ To provide information regarding counseling and support services on our campus.
- ❖ To ensure that students, faculty and staff members are provided with current and comprehensive materials on sexual harassment and assault.
- ❖ To promote awareness about sexual harassment through educational initiatives that encourages and fosters a respectful and safe campus environment.

The Cell seeks to inform the campus community of their right to a respectful work and learning environment. It believes that if we practice respect, exercise empathy in our interactions with others so that we do not hurt anyone through what we say or do then we can create a campus that is free of sexual harassment. Simple respect for all on the campus community is thus the focus.



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Secretary

## The Cell seeks to achieve these goals through:

**Dissemination of Information** – through production, distribution and circulation of printed materials, posters and handouts.

**Awareness Workshops** – about sexual harassment for faculty, non-teaching staff members and students. The aim is to develop non-threatening and non-intimidating atmosphere of mutual learning.

**Counselling** – Confidential counselling service is an important service as it provides a safe space to speak about the incident and how it has affected the victim because sexual harassment cases are rarely reported and is a sensitive issue.

The Complaint Mechanism to file/report a complaint:

- The complainant will have to submit a written and signed complaint addressed to the Secretary of the Cell.
- The counsellor will call the complainant for a personal meeting, usually within a week from the submission of the written complaint.
- The members of the Cell will discuss the complaint.
- If the case falls outside the purview of the Cell, the complainant will be informed about the same to the appropriate authority.
- If the case comes under the purview of the Cell, an enquiry committee will be set up. The Committee will submit a report and recommend the nature of action to be taken at the earliest.

*The Women Cell is following the guidelines of "Saksham" which is based on UGC policies.*

**UGC – SAKSHAM:**

*principal*



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Secretary

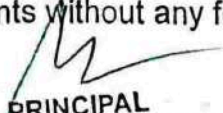
## Action taken regarding the committee formed in our college during the academic year 2021-2022

All the students are informed to follow the Campus Rules and code of conduct for students hosted in the college website.

1. Ragging is totally prohibited in the campus. If any student is found indulging in ragging, severe action will be taken against the student.
2. Based on the Hon'ble Supreme Court of India's Direction, the UGC has issued Regulations and Guide lines. Some of the guidelines are as under:
3. The UGC Regulations on "What Constitutes Ragging" is given in **Annexure -I**
4. The UGC Guidelines on the award of punishment to those found guilty are also given in the **Annexure II**.
5. As per the Campus Rules and Code of Conduct for students the Minor and Major Penalty that may be imposed on the student has also been given in the **Annexure-III** for information of the students.
6. As per the guidelines the college should obtain undertaking from the students as well as from the parents that the students will not indulge in any form of ragging. Format of the undertaking is attached in **Annexure IV & V**.

All the students as well as their parents have submitted the hard copy of the undertaking declared through web portal to the concerned HOD.

- Awareness programmes on Anti Ragging / street corner meeting/ Rally campaigns are being conducted by our NSS unit periodically.
- An Anti Ragging Squad is formed in Jaya Sakthi College of Engineering, Chennai. The Squad in full or parts may be called upon to make surprise raids on hostels & other hot spots like College bus stop / college Railway station and will be empowered to inspect places of potential ragging. The Squad will work under the overall guidance of anti ragging committee.
- Hostel wardens are taking effective steps to curb the ragging activities in hostel campuses and our faculty members are visiting hostel on turn basis to oversee the effective prevention of ragging.
- Anti ragging display boards and banners containing the evils of ragging and the administrative actions in the event of ragging are displayed around the campus to enable the student community to actively engage themselves in proactive learning and thereby develop their knowledge and skill so as to attain a prominent position in the society, to make Tamil Nadu a ragging free state and a heaven for peaceful living for students without any fear of ragging.

  
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Secretary

We also monitor for prevention of ragging on those commercially managed places- private hostels where our students are relying for accommodation

## Measures taken to ensure the safety of the Girl students in our campus

### Women's grievance cell:

A committee comprising lady staff members is constituted which takes care of women's issues. The cell conducts regular meetings with professional counselors. The college also houses a dedicated Common Girls Room with first aid facilities. To address the complaints filed by the girls and lady faculty, this cell was constituted under the leader of senior lady faculty and the warden


This cell looks after the issues related safety of the girl students and encourages the students to lodge complaints fearlessly

The entire college campus has full CCTV coverage. A special staff was appointed exclusively to monitor the CCTV.

The cell has informed the nearest police station about the location of the hostel and requested the Sub inspector to visit the college often. It is decided to keep the police station number and help line number fixed on the outer board at the entrance.

In this connection all Heads of Departments are instructed to bring the above Rules and regulations to the notice of senior students for prevention and prohibition of ragging in this college. The circular and the annexure are displayed in the Departmental Notice Board for reference of the students.



  
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### Annexure - I

What Constitutes Ragging: Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students .
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse , homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post public insults which would also include deriving perverted pleasure vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self- confidence of a fresher or any other student
- j. with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

PRINCIPAL  
JAYA SAKTHI ENGINEERING COLLEGE  
St. Mary's Nagar, Near Avadi,  
Thiruninravur, Chennai-602024





# Jaya Sakthi Engineering College

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Chairman

**Mrs. K. Vijayakumari**, M.A., B.Ed.,  
Secretary

## Annexure – II

Administrative action in the event of ragging

1. Suspension from attending classes and academic privileges.
2. Withholding/withdrawing scholarship/fellowship and other benefits.
3. Debarring from appearing in any test/examination or other evaluation process.
4. Withholding results.
5. Debarring from representing the institution in any regional, national or International meet, tournament, youth festival, etc.
6. Suspension/Expulsion from the hostel.
7. Cancellation of admission.
8. Rustication from the institution for period ranging from one to four semesters.
9. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period

## Annexure-III

Penalties

The following are the penalties that may be imposed on a student.

**Minor Penalties**

1. Oral/Written Warning
2. Fine
3. Suspension from the class for a week

**Major Penalties**

1. Fine
2. Suspending from class for one month/semester.
3. Prevention from appearing University Exams.
4. Prevention from T & P facilities.
5. Suspension from Hostel
6. Rustication from college.

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Secretary

## Annexure – IV AFFIDAVIT BY THE STUDENT

I, \_\_\_\_\_ D/o Mr./Mrs./Ms. \_\_\_\_\_

- 1) having been admitted to Jaya Sakthi Engineering College, Thiruninravur and its Hostel have received a copy of AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
  - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) I will not participate in or abet or propagate through any act of commission or commission 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 Deponent  
Name

### VERIFICATION

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

Verified at Thiruninravur on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year)

Signature of Deponent

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



PRINCIPAL  
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St. Mary's Nagar, Near Avadi,  
Thiruninravur, Chennai-602024

OATH COMMISSIONER



# Jaya Sakthi Engineering College

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Secretary

## Annexure - V

### AFFIDAVIT BY PARENT/GUARDIAN

- I, Mr./Mrs./Ms \_\_\_\_\_ father / mother/guardian of \_\_\_\_\_,
- 1) having been admitted to **Jaya Sakthi Engineering College, Thiruninravur and its Hostel**, have received a copy of the AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
  - 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
  - 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
  - 4) I hereby solemnly aver and undertake that
    - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
    - 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 word 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 word has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my word is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

**Signature of Deponent**

Name:

Address:

Telephone/Mobile No:

### VERIFICATION

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

Verified at \_\_\_\_\_ (place) on this the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) and \_\_\_\_\_ (year)

**Signature of deponent**

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



  
PRINCIPAL

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St. Mary's Nagar, Near Avadi,  
Thiruninravur, Chennai-602024

OATH COMMISSIONER



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## Functions of the Anti-Ragging Committee

1. As per Clause 6.3(b) of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, it shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
2. To take administrative action in the event of ragging as per Clause 9.1(a) and (b) of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.

## Functions of Anti-Ragging Squad

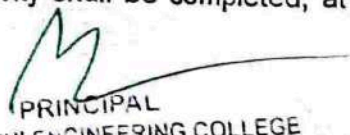
As per Clause 6.3 I, (d) and (e) the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 the following shall be the functions of Anti-Ragging Squad

- (a) To maintain vigil, oversight, undertake patrolling functions and to remain mobile, alert and active at all times in the Institute.
- (b) To make surprise raids in the concerned hostels and other vulnerable places where students generally visit and where either the incidents of ragging have occurred or which are potentially prone to ragging.
- (c) To conduct an on-the-spot enquiry into any incident of ragging referred to it by the Principal, Jaya Sakthi Engineering College or any member of the faculty or any-member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be.
- (d) To submit enquiry report along with recommendations to the Anti-Ragging Committee for action under Clause 9.1(a) of the UGC Regulations.

The Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

## The procedure for handling issues of ragging will be as follows

- (i) The information on ragging can be received in the following manner:
  - (a) Through the notified contact details of Chairman of Anti-Ragging Squad, Control Room and national help-line number on ragging for necessary relief in terms of the provisions of the UGC Regulations.
  - (b) Through any other member of the Institute.
  - (c) From any external source.
  - (d) Through the Anti-Ragging Squad of SEC.
- (ii) In the event of receipt of information of ragging by any of the officers mentioned at (i) above, he/she will promptly alert/inform the Chairman of the Anti-Ragging Squad of the Institute or any of its members. The activity shall be completed, at the most, within one hour of receipt of this information.

  
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Secretary

- (iii) The Anti-Ragging Squad of the Institute shall promptly conduct a preliminary on the spot enquiry and collect details of the incident as available *prima facie*. The preliminary investigation/details of the incident shall be immediately brought to the notice of the Principal, Jaya Sakthi Engineering College by Anti-Ragging Squad of the Institute. The activity shall be completed, at the most, within twelve hours of receipt of information.
- (iv) The Principal, Jaya Sakthi Engineering College, on receipt of preliminary report on ragging, shall, in terms of provisions contained at Clause 7.0 of the UGC Regulations, determine as to whether, *prima facie*, FIR needs to be lodged and shall order accordingly.
- (v) The Anti-Ragging Squad of the Institute shall promptly conduct enquiry into the incident as per provisions laid down in Clause 6.3(e) of the UGC Regulations.
- (vi) The Anti-Ragging Squad of the Institute shall complete the enquiry and submit its report along with recommendations to the Principal, Jaya Sakthi Engineering College and Chairman of the Anti-Ragging Committee of the Institute within six days of the incident.
- (vii) Thereafter, the said report and recommendations shall be considered by the Anti-Ragging Committee for deciding the punishment on the erring students in terms of provisions contained at Clause 9.1 of the UGC Regulations.

In terms of provisions contained in the UGC Regulations, the Anti-Ragging Committee of the Institute, headed by the The Principal, Jaya Sakthi Engineering College is the only body empowered to impose punishment on the erring students found indulged in ragging. Procedure for handling cases of ragging shall be brought to the notice of all concerned. A brief activity chart of above is given below.

### ACTIVITIES AFTER RAGGING IS NOTICED BY AN INDIVIDUAL

	Action	Time for first information	By
1.	Chairman of the anti-Ragging Squad, Jaya Sakthi Engineering College	Within One (01) Hour	Concerned individual
2.	On the Spot Preliminary Enquiry by Anti-Ragging Squad of Jaya Sakthi Engineering College	Within Twelve (12) Hours	Anti-Ragging Squad
3.	Decision regarding filing of FIR	Within Twenty Four (24) Hours	Principal, Jaya Sakthi Engineering College
4.	Detailed Enquiry and Submission of Report to the Principal, Jaya Sakthi Engineering College	Within Six (06) Days of incident	Anti-Ragging Squad
5.	Imposition of Penalty	Within Seven (07) Days of incident	Anti-Ragging Committee (ARC)



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① ② ③

# Jaya Sakthi Engineering College

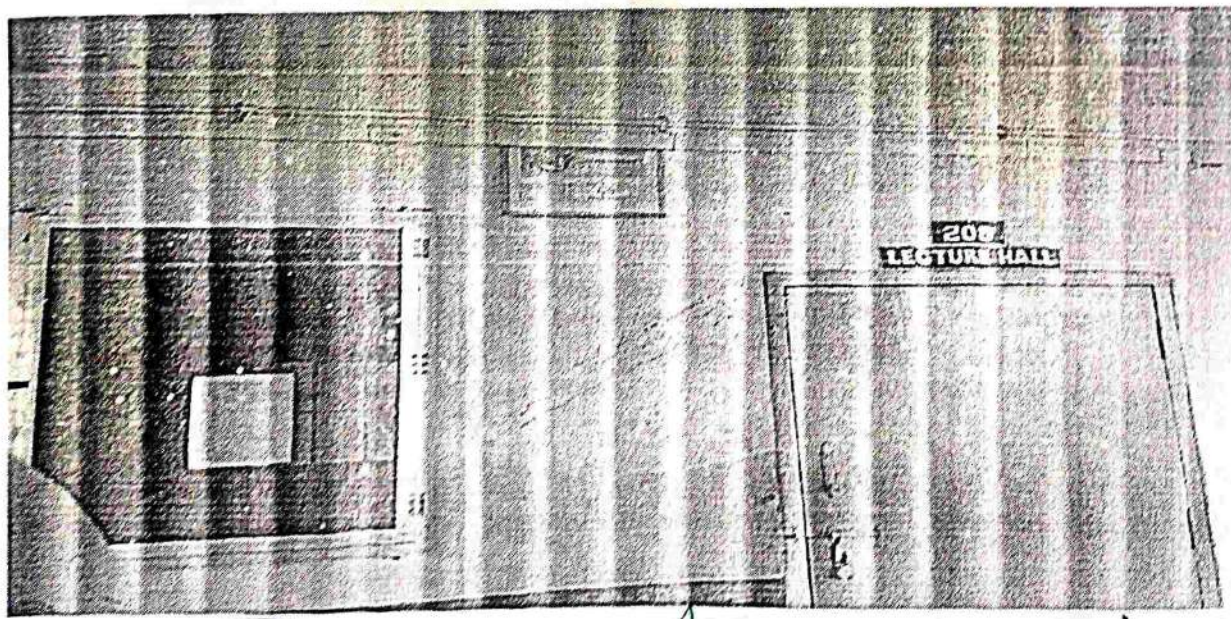
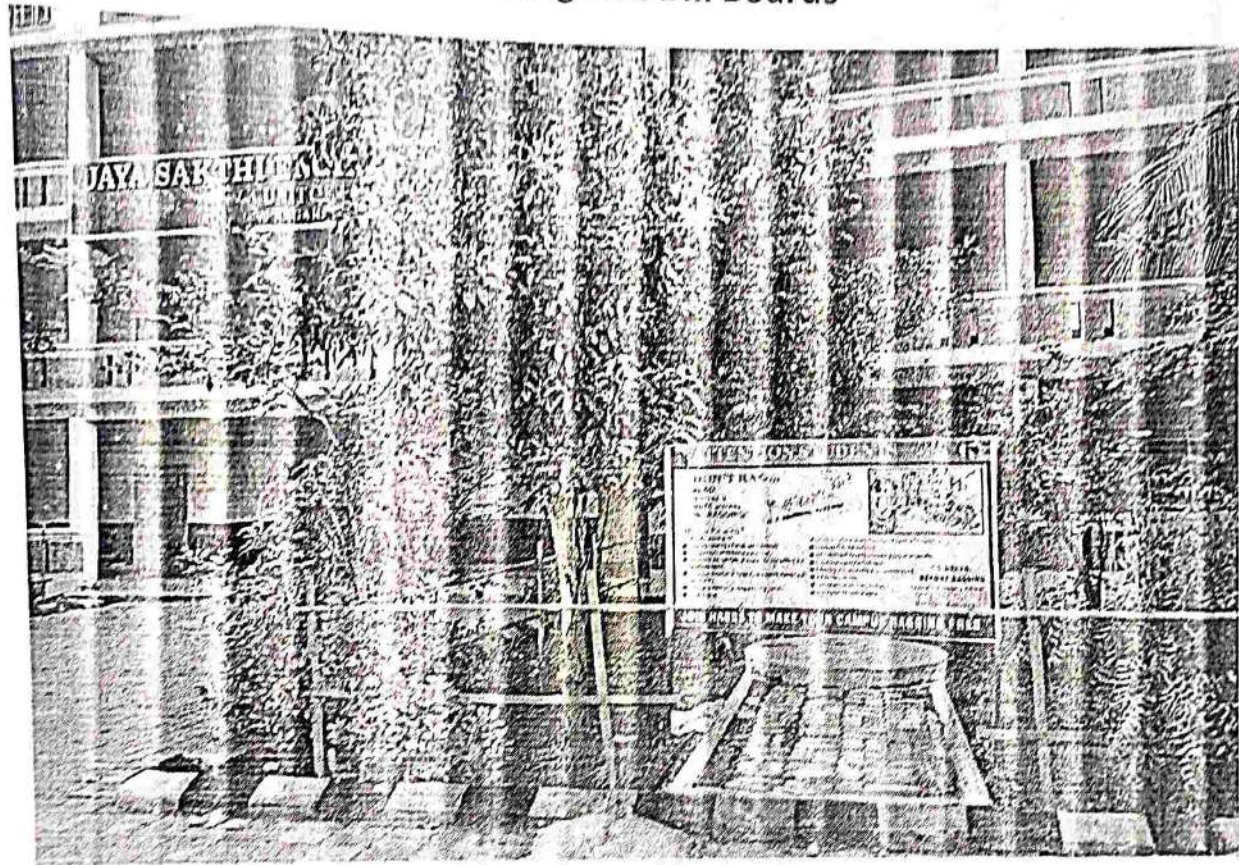
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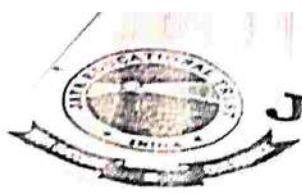
## Hoarding and Bill Boards



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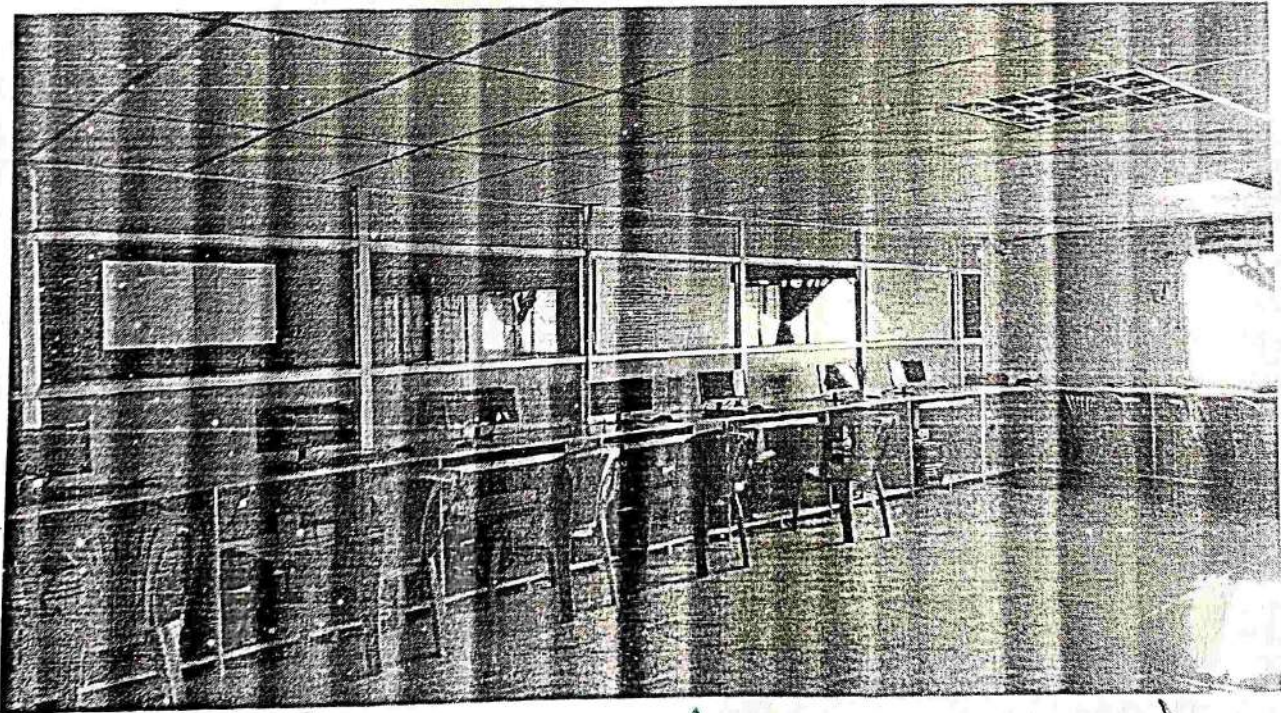
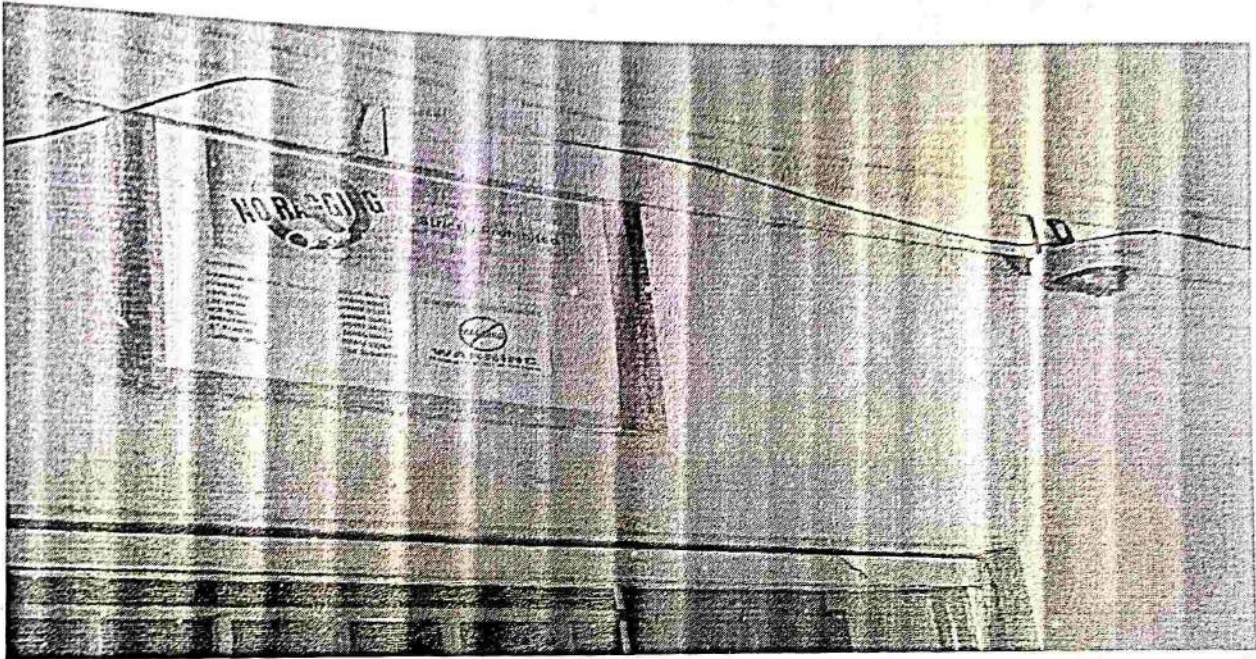
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## CCTV Camera at Prominent Places



*[Signature]*  
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*[Signature]*  
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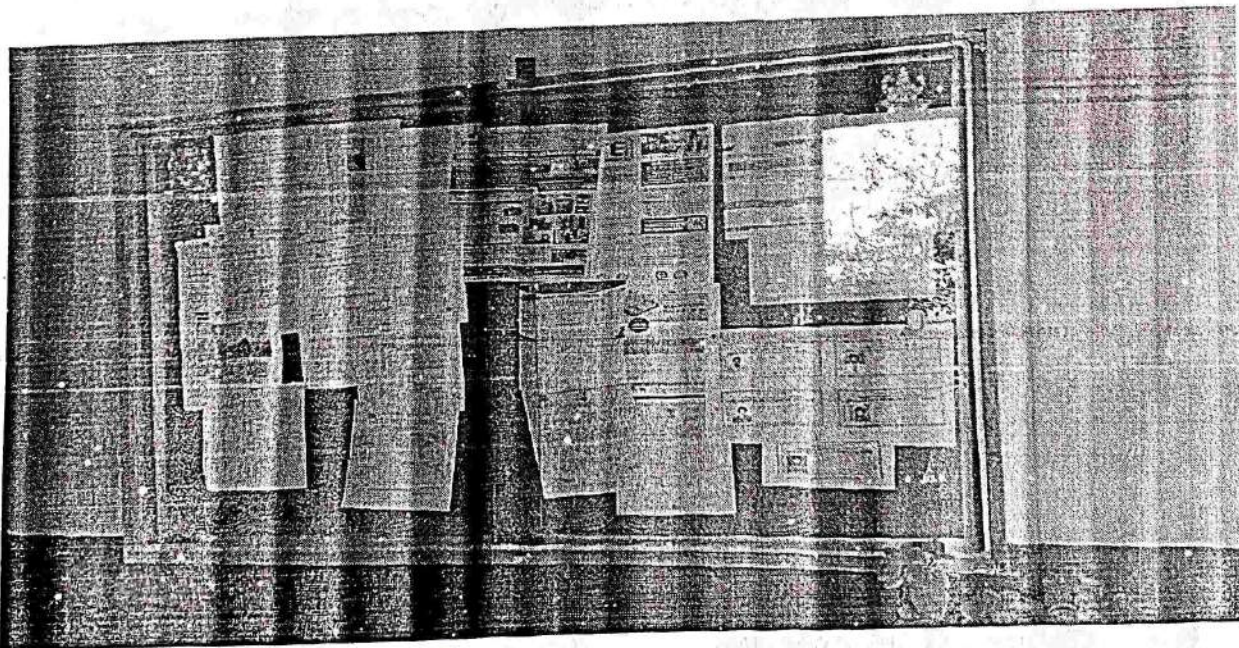
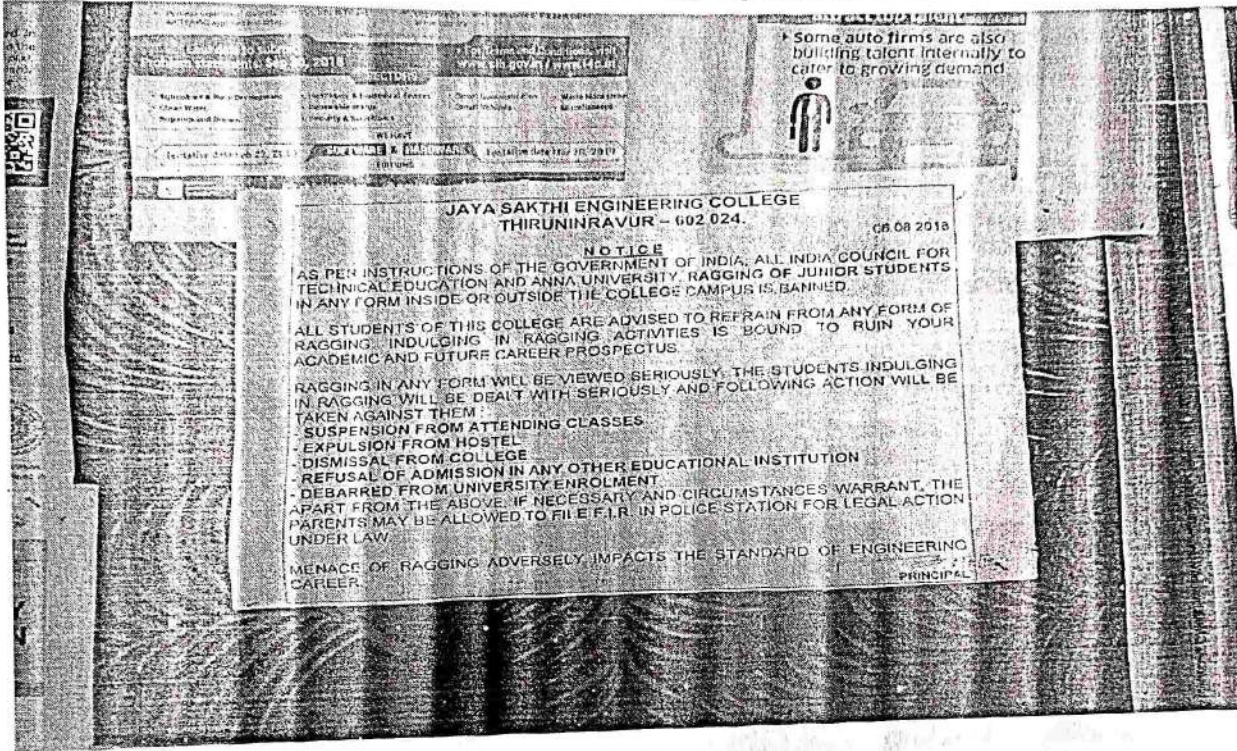
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## Awareness about Legal punishments



  
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**ANTI  
RAGGING  
Committee**

**JAYA SAKTHI ENGINEERING COLLEGE**

St. Mary's Nagar, Thiruninravur - 602 024

**RAGGING**

**IS**

**STRICTLY  
PROHIBITED**

**Ragging-Free Campus**



**WARNING**  
**Ragging is a CRIME**



*M*

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# ATTENTION STUDENTS

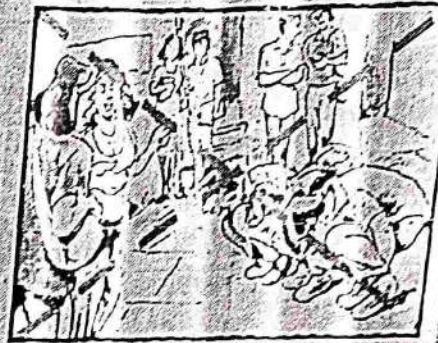
ANTI  
RAGGING  
Committee



## DON'T RAG...

ALSO  
don't be a  
MUTE witness  
to "RAGGING"

**RAGGING**  
IS A CRIMINAL OFFENCE



### What is Ragging?

Any act resulting in:

- Teasing, handling a fresher with rudeness.
- Mental/Physical/Verbal/Sexual abuse
- Exploiting the services of fresher for completing the academic tasks.
- Financial extortion or forceful expenditure burden put on freshers
- Indulging indecent or indisciplined activities.
- Use of force

### Administrative action in the event of ragging

- Expulsion from the institution.
- Withholding/Withdrawing scholarship and other benefits.
- Suspension/expulsion from hostel.
- Debarring from appearing in any examinations.
- Withholding results.
- Denied admission to any institution.
- Prosecuted for criminal action.

**GO AHEAD,  
REPORT RAGGING**

National Anti-Ragging Helpline

1800-180-5522 (Toll Free)

## JOIN HANDS TO MAKE YOUR CAMPUS RAGGING FREE

*[Signature]*  
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*[Signature]*  
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COMPLAINT  
BOX

 **GPS Map Camera**



**Tiruvallur, Tamil Nadu, India**  
**OFFICE ROOM, JAYA SAKTHI**  
**ENGINEERING COLLEGE, Thiruninravur, Tamil**  
**Nadu 602024, India**  
**Lat 13.128742°**  
**Long 80.043087°**  
**18/03/23 01:06 PM GMT +05:30**



  
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# JAYA SAKTHI ENGINEERING COLLEGE



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## Online Registration Of Grievances

Name \*

Phone No \*

Subject \*

Email \*

Category \*

138902

Submit Reset



*[Signature]*  
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