



GOVERNMENT OF WEST BENGAL

Office of the Principal

SHAHID MATANGINI HAZRA GOVT. GENERAL DEGREE COLLEGE FOR WOMEN

Chaksrikrishnapur-Kulberia :: Kulberia :: Purba Medinipur 721649



matanginicollege@gmail.com/ principal@matanginicollege.ac.in 03228-262261/262262 www.matanginicollege.ac.in

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Academic Sessions: 2018-19 to 2022-23

5.1.4 SUPPORTING DOCUMENTS

Sl. No	Description of the documents
1	Proof for Implementation of guidelines of statutory /regulatory bodies

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Shahid Matangini Hazra Government
General Degree College for Women
Chaksrikrishnapur, Kulberia, Mimtouri
Tamluk, Purba Medinipur

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Shahid Matangini Hazra Govt.
General Degree College for Women,



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Proof for Implementation of guidelines of statutory /regulatory bodies

There is a zero-tolerance policy regarding racial religious, cast and gender discrimination. The college has constituted following sub-committees/Cells for the redressal of any type of grievances of students and workers.

- 1. Anti Ragging Committee**
- 2. Grievance Redressal Cell**
- 3. Internal Complaints Committee**
- 4. Minority Cell**

All these Committees work in consultation with the Principal, TC and IQAC. Periodic meetings are held to discuss the issues regarding any grievances received Ragging, Sextual Harassment, Discrimination, etc. The committee members report the grievance if any and the action taken on the said grievances of students and staffs.



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Anti-Ragging Committee

In accordance with the Supreme Court order on Ragging (2007), the judgement of the Supreme Court on Ragging (2009) and UGC regulations to curb the menace of Ragging (2009), SMHGGDCW has taken some actions to completely eradicate the Ragging from the Institute premise.

1. Anti-ragging declaration of student and her guardian is taken at very fast day of the college.
2. Put up of Anti-ragging Display in the college campus.

Link: <https://matanginicollege.ac.in/Anti-ragging-cell.aspx>

The screenshot shows the website page for the Anti-Ragging Committee. The header includes the college name, government affiliation, and location. A navigation menu is at the top. The main content area features a large heading 'ZERO TOLERANCE TO RAGGING' and a detailed description of the Anti-Ragging Committee's role and objectives. The page also includes a complaint mechanism section.

matanginicollege.ac.in/Anti-ragging-cell.aspx

HOME ABOUT ADMINISTRATION ACADEMICS ADMISSION ACTIVITIES STUDENT'S ZONE IQAC LIBRARY FACILITIES CONTACT

Shahid Matangini Hazra Government General Degree College For Women
Government of West Bengal, Affiliated to Vidyasagar University
Chakshrikrishnapur, Kulberia, P.O: Kulberia, Dist: Purba Medinipur, PIN: 721649

Online Admission 2024-25
RTI Photo Gallery
সুজনী (College Magazine)

Online Admission 2024-25

Anti-Ragging Committee

ZERO TOLERANCE TO RAGGING

Anti-Ragging Committee

Anti-Ragging Committee is the Supervisory and Advisory Committee in preserving a culture of Ragging Free Environment in the college Campus. The Anti-Ragging Committee is involved in designing strategies and action plans for curbing the menace of Ragging in the college by adopting an array of activities.

Objectives of Anti-Ragging Committee (ARC):

Ragging is a humiliating social crime. The foremost objectives of ARC are:

- ❖ To prevent and protect the student community from being ragged or indulging in the act of ragging.
- ❖ To bring awareness among the students about the ill effects of ragging, its impact on human life and consequences of involvement in the act of ragging.
- ❖ To receive the complaints and resolve them through the ARC.
- ❖ To initiate legal actions when required considering the intensity of ragging instances.

Complaint Mechanism for Ragging:

- ❖ Students may drop a written complaint in the Complaint Box of the College or to the Convener/any member of the Anti-Ragging Committee.
- ❖ Students may also report to the HOD/any teacher of the college, who shall in turn place the case to the Anti-Ragging Committee.
- ❖ Students may also ask their parents/friends to place the matter of ragging to the AntiRagging Committee.
- ❖ Students may email their complaint at embrcw.anti.ragging@gmail.com

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Anti-Ragging – Mechanism, Composition, Affidavit, Procedures and Guidelines of UGC displayed in college website

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Complaint Mechanism for Ragging:

- Students may drop a written complaint in the Complaint Box of the College or to the Convener/any member of the Anti-Ragging Committee.
- Students may also report to the HOD/any teacher of the college, who shall in turn place the case to the Anti-Ragging Committee.
- Students may also ask their parents/friends to place the matter of ragging to the AntiRagging Committee.
- Students may email their complaint at smhgcw.antiragging@gmail.com
- Complaints can be lodged with the UGC, through the National Anti-Ragging Help Line (UGC Crisis Hotline). 24x7 Toll Free Number is 1800-180-5522.
- Students may call 100 or inform the nearest Police Station.
- Students may inform the Office of the Principal, SMHGGDCW
- For Online Registration of Complaint @ UGC website visit: <http://www.antiragging.in/>
- Regulations on Curbing the Menace of Ragging in Higher Educational Institutions by UGC, India:
- Visit UGC website: <http://www.antiragging.in/>
- E-mail: helpline@antiragging.in

Composition of the Anti-Ragging Committee

The Anti-Ragging Committee constituted with the Convenor and five members from the faculties of the college responsible for providing a safe and respectful environment in the College by addressing complaints in accordance with established legal frameworks.

Anti-Ragging Affidavit

sdAs per UGC's regulations, it is mandatory for every student and his/her parents to submit an "Anti-Ragging Affidavit" at the time of admission and thereafter each year at the time of annual registration.sd

Anti-ragging Affidavit form: <http://www.antiragging.in/>

Step by Step Guide on How to Fill an Online Anti Ragging Undertaking

Anti-Ragging Guidelines Of UGC

- <https://www.ugc.ac.in/oldpdf/ragging/gazetaug2010.pdf>
- http://www.ugc.ac.in/pdfnews/3825441_first_amendment-regging.pdf
- http://www.ugc.ac.in/pdfnews/9541841_gazette_antiragging.pdf
- http://www.ugc.ac.in/pdfnews/7823260_Anti-Ragging-3rd-Amendment.pdf
- https://www.ugc.ac.in/pdfnews/5178676_Anti-Ragging-English.pdf
- <https://www.ugc.ac.in/faq.aspx#tabThree>


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Anti Ragging Display in the college campus

Shahid Matangini Hazra Government General Degree College For Women
Government of West Bengal, Affiliated to Vidyasagar University

SAY NO TO RAGGING

DON'T 'RAG' ALSO DON'T BE A MUTE WITNESS TO 'RAGGING'

NO RAGGING

What is Ragging?
Any act resulting in:
• Mental/Physical/Sexual Abuse.
• Verbal abuse
• Indecent behaviour
• Criminal intimidation/Wrongful restraint
• Undermining human dignity
• Financial exploitation/ extortion
• Use of force
Each of the above is a criminal offence

Student indulging in Ragging can be:
• Suspended/Expelled/Rusticated from the institution
• Banned from hostel
• Her Scholarship/ fellowship can be withdrawn/withheld.
• Debarred from examinations
• Denied admission to any institution
• Prosecuted for criminal action

Institutions asked to file FIR with local police against those who RAG/ABST ragging

JOIN HANDS TO MAKE YOUR CAMPUS RAGGING FREE

To know more, visit the websites:
<http://matanginicollege.ac.in/>
<https://antiragging.in/>

HELPLINE:
Convener, Anti-ragging Cell: Madhurima Chowdhury, Asstt. Professor:
Mobile No. 9830741803
Toll Free No.: 1800-180-9522
E-mail: helpinc@antiragging.in



Chak Srikrishnapur, West Bengal, India
7VCV+9X6, Shankar Rd, Chak Srikrishnapur, Kulberya, West Bengal 721648, India
Lat 22.270974°
Long 87.895286°
20/06/24 03:14 PM GMT +05:30

GPS Map Camera

Principal

Shahid Matangini Hazra Government General Degree College for Women
Chaksrikrishnapur, Kulberia, Niltouri Tamluk, Purba Medinipur



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Anti-Ragging Undertaking – Procedure and Sample Affidavit submitted by the Student / Parent during admission

Government of West Bengal
Office of the Principal
Shahid Matangini Hazra Government General Degree College for Women
Purba Medinipur, West Bengal, PIN 721649

Anti-Ragging Policy

There is an Anti-Ragging Committee in the College, comprising of senior teachers. "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" is prominently displayed in the College website. Students are also made aware of the National Anti-Ragging Help Line(UGC Crisis Hotline)having the 24x7 Toll Free Number 1800-180-5522 and the email helpline@antragg.in. The information packs from the anti-ragging portals are displayed in the College website in both English and the vernacular.

- Our institution recognizes ragging as one of the raging social menace, jeopardizing the future of our young generation.
- Our institution has zero tolerance for harassment or ragging of the students in any form.
- It is mandatory for all the students to give declaration at the time of admission that she will neither tolerate nor participate in any kind of ragging activities.
- Students are required to submit anti-ragging undertaking in the Anti-ragging website of UGC.
- Following types of activities are considered as ragging
 - Physical Abuse
 - Verbal Abuse
 - Forced Activity
 - Lifestyle Restrictions
 - Conversational Mind-games.
 - Or any kind of harassment on part of the students.
- According to the direction of the Supreme Court if any instance of ragging is brought to the notice of the administration or the faculty, it is legally binding on us to report the matter to the local police.
- Seniors are given directives so that any interaction on their part, with the fresher might remain the friendly, welcoming and non-aggressive.

Sd/-
[Dr. Bijoy Krishna Roy]
Principal
Shahid Matangini Hazra Govt. General Degree College for Women, Chakrkrishnapur-Kulberia, Purba Medinipur, PIN-721649.

Government of West Bengal
Office of the Principal
Shahid Matangini Hazra Government General Degree College for Women
Purba Medinipur, West Bengal, PIN 721649

- If any student admitted under the online system does not report for verification or continuously remain absent for **one week** without any intimation to the college authority from the date of commencement of class, the college authority has every right to cancel her admission.
- All admissions done on online system are absolutely provisional. Admission will be cancelled outrightly if the information stated in the application is found not in conformity with the documents submitted at the time of verification or any fake document is produced. Therefore all applicants are requested to be very careful at the time of submission of information in the admission web-portal of the college. Applicants are advised to avoid any typographical error. Any wrong information furnished in the application as a result of typing error may lead to cancellation of the application. The college authority has the right to cancel any application if it is proved to be erroneous during verification. Application not accompanied by proper supporting documents will also be cancelled. Applicants belonging to reserved categories (SC, ST, OBC-A, OBC-B, PWD, etc.) and enlisted in the provisional merit list must upload their caste/ disability certificates at the time of submission of online application and produce the same for verification, if they get the chance of admission.
- All applicants getting the scope of admission must submit the **anti-ragging affidavit**, the link for which is https://antragg.in/Site/Affidavits_registration_form.aspx. A print out of the anti-ragging affidavit submitted online is to be handed over to the Admission Committee at the time of physical verification.
- Candidates who have passed their higher secondary in 2021 and 2020 must declare online that she has not taken any admission in any other college or not registered to any university. If the candidate is registered to any other University, standard norms of the Vidyasagar University in addition to eligibility criteria of the college will apply for new admission. A candidate passing 10+2 level in the year- 2019 with above mentioned criteria can also apply but only after getting special permission from the Secretary, U.G. Council, Vidyasagar University, Midnapore is mandatory for her, otherwise the admission will be cancelled.

Chakrkrishnapur, Kulberia, Purba Medinipur (Near Nimitouri Bus Stand), Email: matanginicollege@gmail.com

ANTIRAGGING AFFIDAVIT BY THE STUDENT

- I, Shikha Guria s/o - d/o Mr./Mrs./Ms Milan Guria, having been admitted to Shahid Matangini Hazra Govt. General Degree College for Women have received a copy of the UGC 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.
- I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 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.
- I hereby solemnly aver and undertake that-
I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 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.
- 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 ON 19.09.22

Signature of Deponent
Shikha Guria

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 SMHGDCL On 19.09.22

Reference Number 681148

UNDERTAKING BY PARENT/GUARDIAN

- I, Mr./Mrs./Ms. Milan Guria father / mother/guardian of Shikha Guria having been admitted to Shahid Matangini Hazra Govt. General Degree College for Women, have received a copy of the UGC 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
- I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- I hereby solemnly aver and undertake that-
My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
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.
- 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.
- 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 ON 19.09.22

Signature of Deponent
Milan Guria

Address
WEST BENGAL

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 SMHGDCL On 19.09.22

Signature of Deponent Milan Guria

P.M.
Principal
Shahid Matangini Hazra Government
General Degree College for Women
Chakrkrishnapur, Kulberia, Nimitouri
Tamluk, Purba Medinipur



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Grievance Redressal Committee

Shahid Matangini Hazra Government General Degree College For Women has a Grievance Redressal Committee for Regular monitoring of Complaints/Grievance received from the stakeholders in general and Students in particular.

Screen Shot of College Website displaying Grievance Redressal Committee and Procedure of Grievance Redressal.

<https://matanginicollege.ac.in/Grievance-redressal-harrasment-committee.aspx>

Grievance Redressal & Sexual Harrasment Committee

Shahid Matangini Hazra Government General Degree College For Women adheres to the UGC Notification dated 2nd May, 2016 on Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and students in higher educational institutions, Regulations 2015.

Objectives:

The objectives of a Grievance Redressal & Sexual Harassment Redressal Sub-committee typically include:

- ❖ Developing a responsive and accountable attitude among all stakeholders to maintain a harmonious educational atmosphere.
- ❖ Addressing and effectively resolving grievances of students and staff, and securing civil liberties for everyone.
- ❖ Making students and employees aware of their legal rights and protections available to them.
- ❖ Empowering them with the knowledge they need to reach out to the authorities whenever needed.
- ❖ Articulating the institution's strong opposition to sexual harassment and setting forth expectations of conduct and mutual respect.

These objectives aim to ensure a safe, respectful, and conducive environment for education and work.

Background & Rationale:

- ❖ Address cases and complaints of sexual harassment and other types of harassment within the college.
- ❖ Implement the directives which require to develop and implement policies against sexual harassment at the workplace.
- ❖ Establish clear procedures for filing complaints, set up the dedicated committees, and institute a robust redressal mechanism.
- ❖ Promote awareness programs aiming to build a more informed and vigilant community.

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Internal Complaints Committee (ICC)

The Internal Complaints Committee (ICC) is formed according to the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The ICC's twin functions are:

- To spread awareness about gender-related issues and functioning of the ICC
- To hear and address complaints regarding sexual harassment at

ICC Guideline Documents

1. The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Act No. 14 of 2013)

2. Handbook on Sexual Harassment at Workplace

Link: https://matanginicollege.ac.in/Pdf/ICC_Policy_Document.pdf

Internal Complaints Committee (ICC)

Shahid Matangini Hazra Government General Degree College For Women adheres to the UGC Notification dated 2nd May, 2016 on Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and students in higher educational institutions, Regulations 2015 and other applicable guidelines issued time to time.

Objectives:

The objectives of the Internal Complaint Committee to Prevent Sexual Harassment of Women at the Workplace are as follows:

- ❖ To develop a policy against sexual harassment of women at the Institute.
- ❖ To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- ❖ To uphold the commitment of the Institute to provide an environment free of gender based discrimination.
- ❖ To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
- ❖ To create a secure physical and social environment to deter any act of sexual harassment.
- ❖ To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence at the Institute.

Background & Rationale:

Sexual harassment infringes on the following two fundamental rights provided by the Constitution of India: One is the right of a woman to gender equality under Article 14 and the other is the woman's right to life and live with dignity under Article 21.

Supreme Court provided clear guidelines for dealing with sexual harassment in 1997. These guidelines which are legally binding and must be enforced include definition of sexual harassment at the workplace, prevention of such harassment, disciplinary action against the erring employee, and employer's responsibility in ensuring a harassment-free workplace.

The Committee for Managing Gender Issues has been set up as the Internal Complaints Committee that the College was required to set up as per the Supreme Court Guidelines. This would normally limit its outcomes to resolution, settlement, or prosecution. However, ICC was set up not only to deal with complaints of sexual harassment of women in the workplace but also to focus on creating awareness, counselling and educating about gender issues. For example, specific components of induction programmes were formally introduced and are based on creating awareness and informing students about the Institute's framework for dealing with such issues. In addition, gender sensitization workshops for staff and students are also conducted.


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ICC Display in the college campus.



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Minority Cell

The aim of the Minority Cell at Shahid Matangini Hazra Government General Degree College for Women is to empower minority communities within the college and support them in their curricular, co-curricular, and extra-curricular activities. This Cell has been established to assist minority students from Muslims, Christians, Sikhs, Buddhists, Jains, and other communities in achieving holistic development.

<https://matanginicollege.ac.in/Minority-committee.aspx>

The screenshot shows the website interface for the Minority Cell. At the top, there is a navigation menu with links for HOME, ABOUT, ADMINISTRATION, ACADEMICS, ADMISSION, ACTIVITIES, STUDENT'S ZONE, IQAC, LIBRARY, FACILITIES, and CONTACT. Below the menu is the college's name and logo, along with contact information and a list of links including 'Online Admission 2024-25', 'RTI', 'Photo Gallery', and 'সূজনী (College Magazine)'. The main content area is titled 'Minority Cell' and contains an 'Introduction' section stating the cell's aim to empower minority students, an 'Objectives' section with six bullet points, and a 'Functions and Activities' section with four bullet points.

Minority Cell

Introduction:

The aim of the Minority Cell at Shahid Matangini Hazra Government General Degree College for Women is to empower minority communities within the college and support them in their curricular, co-curricular, and extra-curricular activities. This Cell has been established to assist minority students from Muslims, Christians, Sikhs, Buddhists, Jains, and other communities in achieving holistic development.

Objectives

- ◆ To ensure equal opportunities for education of minorities
- ◆ To facilitate financial support to students from these communities from governmental agencies and other sources
- ◆ To make the minority students aware of the various scholarships schemes of the Central and State Governments.
- ◆ To encourage these students to enroll for courses, workshops, programs, etc. which the College offers students in an attempt to equip them with the skills needed for their careers.
- ◆ To provide prompt counselling for any emotional emergencies arising on account of any event on the College campus
- ◆ To provide these students with a grievance redressal mechanism in addition to the regular redressal mechanism.

Functions and Activities

- ◆ To collect reports and information of Government of West Bengal and UGC's orders on various aspects of education, employment of minority students
- ◆ To publicize the various Central and State Government scholarship schemes and any updates in these matters.
- ◆ To coordinate with other College Cells and Committees and ensure that students from minority communities participate in their activities.
- ◆ To coordinate with Department Heads to identify students from these communities who need special assistance such as remedial classes, as well as those who are advanced learners and could be given extra attention and guidance

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