



DR. BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY CHH. SAMBHAJI NAGAR AFFILIATED

Jijamata Gramin Vikas Va Shikshan Sanstha's

**HON. SHARADCHANDRAJI PAWAR B.C.A. COLLEGE JAFRABAD**

Tq. Jafrabad Dist. Jalna

Principal

President

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Date :

### Statutory Declaration under Section 4(1)(b) of the Right to Information Act, 2005

Hon. Sharadchandraji Pawar BCA College Jafrabad Tal. Jafrabad, Dist. Jalna is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajinagar, Maharashtra and managed by Jijau Rural Development and Education Society Jafrabad. The college is a co-educational institution functioning as per the rules and regulations laid down by the Government of Maharashtra and the affiliating university. The college operates under the non-grant category and all financial transactions are audited annually by a certified Chartered Accountant. A duly constituted Governing Body oversees the academic and administrative functioning of the institution. Various statutory committees such as IQAC, Anti-Ragging Cell, Grievance Redressal Cell, and others are formed in accordance with UGC and university norms to ensure transparency, discipline, and quality enhancement. In compliance with Section 4(1)(b) of the RTI Act, 2005, all information related to the functioning of the college is available to citizens of India. Applications under the RTI Act may be submitted to the Public Information Officer (PIO) at the college office along with a postal order or demand draft of ₹10/- in favor of The Principal, **Hon. Sharadchandraji Pawar BCA College Jafrabad**. Information permissible under the Act will be provided within the stipulated time as per RTI rules.

  
Principal,  
**Hon. Sharadchandraji Pawar**  
**B.C.A. College, Jafrabad.**



**Hon. Sharadchandraji Pawar BCA College Jafrabad**  
**Zero-Tolerance Policy on Sexual Harassment and Gender**  
**Sensitization**

**Objective**

To ensure a safe, respectful and inclusive campus by enforcing zero tolerance toward sexual harassment and by sensitizing all stakeholders through continuous awareness, training and strict implementation of institutional policies.

**Mechanism and Implementation**

- The Institution has established an Internal Complaints Committee (ICC) and maintains an Anti-Ragging Committee in compliance with UGC and State directives.
- Zero-tolerance policies, contact details of ICC and reporting procedure are prominently displayed on the college website, notice boards and Student Handbook.
- Every student at admission submits a written and/or online undertaking acknowledging anti-harassment and gender-sensitivity policies.
- The college organises regular awareness workshops, orientation sessions and interactive programmes with legal experts and counsellors on gender sensitization, consent, harassment, and redressal procedures.
- Posters, banners and circulars displaying helpline numbers, ICC members and reporting channels are displayed across the campus.
- ICC ensures confidentiality, impartial enquiry and swift redressal; the committee follows UGC guidelines for inquiry and action.
- Counselling support is available to affected students; confidentiality and protection from victimisation are guaranteed throughout the process.

## **Impact**

Continuous awareness and monitoring aim to maintain a safe campus environment and to keep the institution's record of incidents minimal through prevention, timely reporting and corrective action.

## **Hon. Sharadchandraji Pawar BCA College Jafrabad**

### **Student Grievance Redressal Mechanism (Online and Offline)**

#### **Objective**

- Encourage open communication between students and institutional authorities.
- Provide prompt, impartial investigation and resolution of grievances.
- Ensure corrective and preventive measures to avoid recurrence of issues.
- Strengthen trust, transparency and student participation in governance.

#### **Mechanism and Structure**

- A functional Student Grievance Redressal Cell (SGRC) is established, headed by a senior faculty member under the supervision of the Principal.
- Students may lodge grievances via both modes:
  - Online: Confidential grievance submission link on the college website (digital tracking where possible).
  - Offline: A grievance box placed in the administrative block and departmental offices for written submissions; students may also submit letters to the SGRC office.
- The SGRC meets regularly (monthly, or immediately for urgent matters) to review complaints. Serious grievances are escalated to the Principal or relevant statutory bodies.
- The SGRC ensures confidentiality and communicates resolutions to complainants in writing with timelines and corrective steps taken.
- The procedure, committee composition, timelines and contact details are published in the Student Handbook and on the website; students are oriented about the mechanism during induction.
- For matters requiring legal or medical expertise, the committee refers to appropriate authorities and ensures support (medical aid, counselling, police liaison if needed).

## **Awareness and Accessibility**

- Grievance redressal information is communicated during orientation, displayed on notice boards and included in the prospectus/handbook.
- The college ensures the mechanism is accessible to all students, including those with disabilities and those in hostels.

## **Impact**

- Faster resolution of minor and major issues increases student trust and satisfaction.
- Transparent record-keeping and follow-up reduces recurrence and improves institutional accountability.

**Anti-Ragging Policy**

**1. Objectives**

In view of the Supreme Court directions and relevant law, ragging in any form is strictly prohibited at Jijau Arts, Commerce and Science College, Tembhurni. The policy aims to prohibit, prevent and eliminate ragging — any conduct by students, by words (spoken or written) or actions that tease, humiliate, intimidate, harass or cause physical or psychological harm to a fresher or any other student. These regulations protect students' physical and mental well-being and promote a healthy campus environment.

**2. Definition of Ragging (examples)**

Ragging includes, but is not limited to: teasing, rowdy or undisciplined behaviour causing annoyance or harm; forcing a student to perform acts they would not ordinarily do; disrupting academic activities; exploiting a fresher's services for academic tasks; financial extortion; physical or sexual abuse; verbal abuse, public insults, or acts that damage a student's self-esteem.

**3. Preventive Measures (mandatory)**

- Ragging within or outside campus is totally banned; anyone found guilty will be punished.
- Every candidate shall submit a signed affidavit (English/Marathi or regional language) declaring awareness of the anti-ragging law and accepting the punishments applicable for ragging or abetment.
- Parents/guardians shall also sign a printed affidavit confirming awareness and acceptance of disciplinary action against their ward if found guilty.
- Applicants must submit a School Leaving/Character Certificate including remarks on behavioural pattern, enabling the institution to monitor students with adverse entries.
- Hostel applicants must submit a separate affidavit regarding anti-ragging awareness and acceptance of penalties.

- Each fresher batch will be divided into small groups assigned to a staff member who will interact regularly with group members to identify and resolve issues.
- For hostel freshers, teacher-in-charge will coordinate with wardens and make surprise visits; freshers should be housed to minimise seniors' unchecked access.
- Professional counsellors will be made available at admission time to counsel freshers about adjustment, hostel life and campus conduct.
- A Student Handbook listing whom to contact for help (wardens, anti-ragging committee members, Principal, police contacts) will be provided to all freshers.
- The anti-ragging policy will be displayed on the college website and on campus notice boards.
- Security arrangements will be strengthened at vulnerable points in campus and hostels, especially during initial months of the academic year.
- Communication devices (mobile phones) may be permitted in hostels to allow freshers quick access to help from teachers, parents and authorities.

#### **4. Monitoring Mechanism**

- Anti-Ragging Committee: The college has constituted an Anti-Ragging Committee headed by the Head of the Institution and including representatives from civil/police administration, local media/NGOs (youth activities), faculty, parents, freshers and senior students, and non-teaching staff. The committee maintains gender and level diversity.
- The Committee is empowered to make surprise inspections/raids of hostels and vulnerable locations and to conduct on-the-spot enquiries into reported incidents. It will submit enquiry reports with recommendations to the Principal for action.

#### **5. Actions and Punishments**

- Strong, exemplary punishment will be imposed on those found guilty to deter recurrence.
- Every incident of ragging will be reported to the police and FIR filed where applicable.
- The Anti-Ragging Committee shall decide punishments depending on facts and gravity. Possible punishments (singly or in combination) include: cancellation of admission; suspension from classes; withholding/withdrawing scholarships and benefits; debarring from exams; withholding results; debarment from representing the college; suspension/expulsion from hostel; rustication for 1–4 semesters; expulsion from the institution; collective punishment where perpetrators are not identified.
- Appeal against the Committee's order may be made to the Chairman / Head of the Institution as per institutional procedure.

#### **6. Action Taken Report**

The college will record and periodically report incidents and actions taken to the appropriate authorities as required.