



NAGAON G.N.D.G. COMMERCE COLLEGE

Estd. – 1984

Jyotinagar, Panigaon, Nagaon, Assam, Pin-782003

Accredited by NAAC, Grade-B++, Recognized by UGC with Section 2(f) and 12(B)



DVV Clarifications

Metrics Level Deviations

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



National Assessment and Accreditation Council
An Autonomous Institution of the University Grants Commission

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान



**Office of the Principal
Nagaon GNDG Commerce College
Nagaon : Assam.**

ORDER

Date: 02/04/2022

A Grievance Redressal Committee is formed with the following members of our college for the session 2022-23 & 2023-24. They are asked to see the grievance redressal complaint box with regular interval and must take necessary steps to address various grievances put forward by students.

Members:

- | | | |
|-----------------------|---|---------------|
| 1. Prof. M. Mahanta | - | Nodal Officer |
| 2. Dr. P. Saikia | - | Member |
| 3. Prof. R.P. Patar | - | Member |
| 4. Prof. B. Tumung | - | Member |
| 5. Prof. N. Baruah | - | Member |
| 6. Prof. R.S. Goswami | - | Member |
| 7. Sri J.K. Saikia | - | Member |

(Dr. M. Saikia)

Principal,

Nagaon GNDG Commerce College

PRINCIPAL
NAGAON GNDG
COMMERCE COLLEGE
NAGAON : ASSAM

(22-23)

Action taken by Grievance Redressal Committee to fulfill the requirements of our students

Students complaints dropped in the 'Suggestion Box' of our college were discussed in our Grievance Redressal Committee meeting held in 02/06/2023. Depending upon the seriousness of the issue, cell forwarded the complaints to authority and authority has already fulfilled their requirements before commencement of odd semester classes in our college i.e aug. 2023.

Their requirements were -----

- (1) Clean cool water facility
- (2) College canteen facility
- (3) Cleanliness of our girls toilet
- (4) Extension of area of our cycle stand
- (5) Cleanliness of surrounding of our college


Nodal officer.

NOTICE

An Anti Ragging cum Grievance Redressal Committee is formed with the following faculty members of our college. They are asked to create awareness among the students so that not a single case of ragging is found. Their active cooperation is highly solicited.

Date: 02/11/2021

Members:

- 1. Prof. M. Mahanta - Nodal Officer
- 2. Dr. J. Sharma - Member
- 3. Dr. B.C. Goswami - Member
- 4. Prof. B.M. Pathak - Member
- 5. Dr. P.K.D. Purkayastha - Member

Certified

D. S. S. S. S. S.
NAGAON GNDG
COMMERCE COLLEGE
NAGAON : ASSAM

000

Principal

Nagaon GNDG Commerce College
NAGAON : ASSAM

Minutes of the Anti-Ragging Cum Redressal Committee :-

Date :- 01-06-2022

Item 1 :- Prof. M. Mahanta Nodal Officer, Proposed Dr. M. Saikia, Principal to take the chair of Chairperson for organizing the meeting.

Item 2 :- Objective of the meeting started by Prof. M. Mahanta. Objective is to discuss about Ragging, Sexual harassment and students grievance.

Item 3 :- The following decision were taken in the meeting :-

1. The meeting decides to follow zero tolerance on Ragging in the College Campus.
2. The meeting decides to take necessary steps for Sexual harassment.
3. The meeting decides to open redressal grievance box every one month interval.

Minutes Prepared by



Nodal officer

**Anti-Ragging Cum Redressal
Committee**

**Nagaon G.N.D.G. Commerce College
Nagaon :: Assam**

Minutes Approved by



Principal

**Nagaon G.N.D.G. Commerce College,
Nagaon :: Assam**






**PRINCIPAL
NAGAON GNDG
COMMERCE COLLEGE
NAGAON :ASSAM**

5.11.15

NOTICE

Date: 14/10/19

A Committee is formed with the following members of the teaching faculty of our college to act against the sexual harassment of women of work place (Prevention, Prohibition and Redressal) as per the act 2013. All members of the committee are hereby asked to take active part on the matter.

- 6. Dr. Jonali Sharma Coordinator 
- 7. Prof. Bijumoni Patnak Member 
- 8. Prof. Rupsiha Goswami Member 
- 9. Prof. Prasanta Kr. Hazarika Member 
- 10. Dr. Bipin Ch. Goswami Member 

Principal

Nagaon GNDU ~~Principal~~ College

NAGAON GNDU
COMMERCE COLLEGE
NAGAON, ASSAM

Action Taken Report

Date: 01-03-2020

Minutes of the meeting and action taken report:

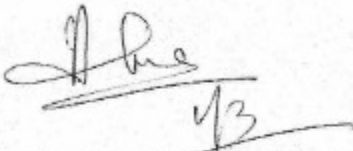
Item 1 : Dr. Jonali Sharma, Nodal Officer, proposed Principal Dr. S R Mahanta to take the chair of chairperson for organizing the meeting of Anti Ragging cum Grievance Redressal Committee.

Item 2 : Objectives of the meeting started by Dr. Jonali Sharma. Objective is to discuss about Ragging cum Grievance.

Item 3 : The following decisions were taken in the meeting.

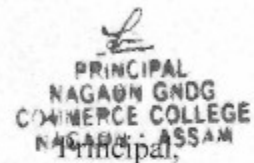
- 1) The meeting decides to follow zero tolerance on Ragging in the campus.
- 2) The meeting decides to take steps on timely redressal of grievances through our committee.

Minutes prepared by



Anti Ragging cum Grievance Redressal Committee
Nagaon GNDG Commerce College,
Nagaon: Assam.

Minutes Approved by



PRINCIPAL
NAGAON GNDG
COMMERCE COLLEGE
NAGAON: ASSAM

Nagaon GNDG Commerce College
Nagaon: Assam.

**Mechanism for submission of offline Student's Grievances through
complaint box install inside the college campus**

GUIDELINES-GRIEVANCE REDRESSAL CELL

1. Grievances should be addressed to the Convenor Grievance Redressal Cell, Nagaon G.N.D.G Commerce College.
2. The grievance box will be opened on the 1st & 3rd saturday of every month.
3. The grievance redressal cell is open for students, teaching & non-teaching staff, General public & guardians.
4. The grievances may be of general or personal nature but must be connected to the institution in some way or the other.
5. The Grievances Redressal Cell will recommend necessary measures for settlement of grievances as per rules applicable to the College. Minor grievances and/or Grievances of general nature will be addressed within 10 days. But grievances of serious nature and/or grievance having legal ramifications may take longer duration.

COMPLAINT BOX

জাননী

তাং - ০২।০৩।২০২০

ইয়াৰ দ্বাৰা সকলো ছাত্ৰ-ছাত্ৰীক জনোৱা হৈছে যে যিকোনো ধৰণৰ মাদক দ্ৰব্য সেৱন মহাবিদ্যালয়ৰ চৌহদত অথবা শ্ৰেণী কোঠাৰ ভিতৰত মহাবিদ্যালয়ৰ নিয়ম অনুসৰি শাস্তিমূলক অপৰাধ। গতিকে ছাত্ৰ-ছাত্ৰীক এনেবোৰ দ্ৰব্য সেৱনৰ পৰা আঁতৰি থাকিবৰ বাবে জনোৱা হ'ল। কোনো ছাত্ৰ বা ছাত্ৰীক এনে দ্ৰব্য সেৱন কৰাৰ প্ৰমাণ হলে কোনো ধৰণৰ কাৰণ দৰ্পেঁৱাৰ সুবিধা নিদিয়াকে মহাবিদ্যালয়ৰ পৰা বহিষ্কাৰ কৰা হ'ব। এতিয়া নিৰ্দ্ধাৰিত তথকেলীন ভাৱে প্ৰযোজ্য হ'ব।

[Handwritten signature]

[Handwritten initials]

[Handwritten signature]



স্বাক্ষৰিত
অধ্যক্ষ

নগাঁও সোণাঃদেঃপেঃকলিজা পোৱা পিছলয়,
নগাঁও পোঃ পোঃ পোঃ
শশিতা মহাবিদ্যালয়
নগাঁও। অসম



RULES AND REGULATIONS

- A. All powers of maintaining discipline are vested with the Principal and his decisions shall be final in all matters. The Principal also reserves the right in modifying the rules and regulations made by the College, as and when necessary.
- B. All the departments of the College (including library) will function according to rules made by the Principal on that behalf from time to time.
- C. Students must observe silence in the College premises. They must not loiter in passage and college corridors during class hours.
- D. Students must be punctual in attendance and must be on their seats at the commencement of lectures. Seat will be forfeited if a student in any semester remains absent for a long time and his or her name will be deleted from the register automatically. As such student cannot claim the seat without prior valid reason. Any leave for the student must be taken from the Principal prior to the leave. Medical Certificate must be submitted before not after taking the leave. Any representative from the family of the student can submit leave application with supporting documents.
- E. No Society or Association of the students will be started without the permission of the Principal. The societies and associations shall be subjects to such guidance and control as the college administration may prescribe from time to time.
- F. All notices desired to be pasted or circulated by the students anywhere in the College premises shall require the approval of the Principal.
- G. No person shall be invited to address or entertain in the College without the previous permission of the Principal.
- H. Subject for debate or items of entertainment by the students in the College shall first be approved by the Principal. A responsible person approved or nominated by the Principal shall be in the chair at all College debate and social functions.
- I. The College reserves the right to expel any student at any time for any reason deemed by the Principal as misbehavior in the campus of the institution.
- J. The Principal reserves the right to remove the name of any student from attendance register for failure to pay the institute's dues in time.
- K. Students are required to show due regard for rights and properties of the institution. Any student found guilty of tampering/damaging the property shall be punishable and may be liable to expulsion from the College.
- L. Student must ensure that they attend their classes at least 75% without which they will not be qualified to attend the final examination.
- M. RAGGING is a criminal offence. Any kind of Ragging is strictly prohibited both inside and outside the campus.
- N. Summary of UGC Regulations on Curbing the menace of ragging in Higher Educational Institutions, 2009.

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) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
 - f) 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;
 - g) 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.
 - h) 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.
- The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in there commendations of the Anti-Ragging Squad.
 - The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i) Suspension from attending classes and academic privileges.
 - j) With holding/with drawing scholarship/fellowship and other benefits.
 - k) Debarring from appearing in any test/examination or other evaluation process.
 - l) With holding results.
 - m) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - n) Suspension / expulsion from the hostel.
 - o) Cancellation of admission.
 - p) Rustication from the institution for period ranging from one to four semesters.
 - q) Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
 - Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.
 - An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
 - (i) in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice- Chancellor of the University;
 - (ii) in case of an order of a University, to its Chancellor,
 - (iii) in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.
 - Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging,

or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff. Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that maybe taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging. Students in distress owing to ragging related incidents can access the National Anti-Ragging Helpline 1800-5522 (Toll Free) for contact M/s Syrex Info services India Pvt. Ltd., J-1, Udyog Nagar, Near DD Motors, Rohtak Road, Peera Garhi, New Delhi-110041. Website: www.antiragging.in and also contact to the Monitoring Agency for the Anti Ragging Helpline Aman Satya Kachroo Trust, 689, Sector-23, Gurgaon, Haryana-122017, Email: infor@amanmovement.org and Mobile No. 09871170303, 09818400116 (Only in case of emergency)

College campus is a No Smoking, No Tobacco,
No. Guthka, No Drugs and No Alcohol Zone.

*"If you get involved in fears about the future,
we shall miss the chances that the present offers us."*



Student grievances found in the Grievances Box:

Sir,
please provide clean cool water for the students. The drinking water is not sufficient for students.
B. Com 3rd Sem Student -
25/2/23

Respected Sir,
Sir, we have no college canteen facility right now.
Please provide us.
Thanking you.
Yours
BBA 2nd Sem.
15/02/2023

Sir,
Front Side of our college is not clean. please see the situation. Thanking you.
Yours,
B. Com 5th Sem Student -
20/1/23

Sir
Our cycle stand is not enough for us. please extend the cycle stand for us.
Yours
B. Com 5th yr Student.
12/9/22

To The Incharge Security Cell,
Sir, we see the girls toilets are not clean. Pl. cleaning the toilet.
Yours
B. Com 3rd yr. Student.
27/9/22

Principal
Nagaon GNDG Commerce College

Nagaon Assam
PRINCIPAL
NAGAON GNDG
COMMERCE COLLEGE
NAGAON : ASSAM