



NATIONAL INSTITUTE OF MENTAL HEALTH AND NEURO SCIENCES

Institute of National Importance, Bengaluru – 560 029

राष्ट्रीय मानसिक स्वास्थ्य और तंत्रिका विज्ञान के संस्थान राष्ट्रीय महत्व का संस्थान, बेंगलुरु - 560 029

ರಾಷ್ಟ್ರೀಯ ಮಾನಸಿಕ ಆರೋಗ್ಯ ಮತ್ತು ನರ ವಿಜ್ಞಾನ ಸಂಸ್ಥೆ, ರಾಷ್ಟ್ರೀಯ ಪ್ರಾಮುಖ್ಯತಾ ಸಂಸ್ಥೆ, ಬೆಂಗಳೂರು - 560 029



Standard Operating Procedure (SOP) on Anti-Ragging

Version: 1.0

Effective date: [01.01.2026]

Approved by: Director, NIMHANS

Next review on/before: [31.12.2028] (03 years from effective date)

Director's Message

Dear Students,

It is with immense pleasure that I welcome you to the National Institute of Mental Health and Neuro-Sciences (NIMHANS). You have chosen an institution that is the vanguard of patient care, research, and training in one of the most sensitive and crucial fields—mental health and neurosciences. Our legacy is built not just on academic excellence, but on a deep, abiding commitment to **empathy, dignity, and compassionate care**.

As you step into this specialized environment, I wish to convey an unambiguous message: **NIMHANS is a Zero-Tolerance Zone for Ragging**.

Ragging is a criminal offence that fundamentally violates the human rights, dignity, and mental well-being of the victim. In an institution dedicated to understanding and healing the human mind, any act of psychological abuse, humiliation, or physical coercion is a direct contradiction of our core values and mission.

Upholding the Mandate of the Government of India

Our commitment to a ragging-free campus is not just optional; it is a **statutory obligation** enforced by the Government of India through its various regulatory bodies. We are strictly guided by:

- **UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (and subsequent amendments):** These regulations make it mandatory for institutions to take proactive steps for prevention, including the constitution of the Anti-Ragging Committee, Anti-Ragging Squads, and the requirement for **online Anti-Ragging Affidavits** from every student and parent/guardian.
- **National Medical Commission (NMC) Directives (and similar bodies under MoHFW):** The NMC has consistently emphasized the need for strict compliance and punitive action in all medical and allied institutions to ensure students, especially freshers in a demanding field like healthcare, can focus on their learning without fear or anxiety.
- **Ministry of Education/UGC Initiatives:** The recent emphasis on observing **Anti-Ragging Day (August 12th)** and **Anti-Ragging Week** is a call for continuous, nationwide sensitization. At NIMHANS, we embrace this by ensuring constant vigilance, dedicated awareness workshops, and a continuous channel of communication.

Our Pledge to You: A Supportive Ecosystem

To our freshers, we pledge to provide you with a supportive, fear-free environment. NIMHANS has established robust mechanisms to ensure your safety and transition:

My aspiration for NIMHANS is that it remains a temple of learning where every individual feels respected, secure, and empowered to contribute their best. Let us, as future leaders in mental health, exemplify the very values we seek to promote in society: **respect, empathy, professional conduct, and absolute zero tolerance for abuse**.

Work hard, excel in your field, and build relationships that will last a lifetime, founded on mutual respect and professional camaraderie.

Dr. Pratima Murthy
Director, NIMHANS

Anti-Ragging Committee (ARC) Members

Sl. No.	Name	Phone Number
1	Dr. T.N. Sathyaprabha, Associate Dean (Basic Sciences)	9845298112 (Mobile)
2	Dr. Geetha Desai, Professor, Dept. of Psychiatry	9480829480 (CUG)
3	Dr. Monojit Debnath, Professor & Head, Dept. of Human Genetics	080 2699 5121 (Landline)
4	Dr. Nishanth Sadashiva, Addl. Professor, Dept. of Neurosurgery	9480829642 (CUG)
5	Dr. Manjunath M.V., Assoc. Professor, Dept. of Neurovirology	080 2699 5789 (Landline)
6	Dr. B.V. Kathyayani, Professor/ Principal, College of Nursing	080 2699 5855 (Landline)
7	Dr. Shashank M.S., MD in Psychiatry	9480829624 (CUG)
8	Ms. Abhishikta S. Naik, Ph.D. in Psychiatric Social Work	9742777319 (Mobile)
9	Mr. Murugan. J, Administrative Officer, Academic & Evaluation Section	9916179705 (Mobile) / 2699 5013 (Landline)

The tenure of the committee shall be for a period of two years with effect from 01.08.2025

List of Chief Warden and Deputy Wardens

Sl. No.	Name & Designation of the Officer	Hostel
1	Dr.Monojit Debnath, Prof. & Head, Dept. of Human Genetics	Chief Warden
2	Dr.Mariyamma Philip, Addl. Prof., Dept. of Biostatistics	Dy. Warden - Cauvery
3	Dr.Aarti Jagannathan, Addl. Prof., Dept. of PSW	Dy. Warden - Netravathi & Sharavathi
4	Dr.Dhritiman Chakrabarti, Assoc. Prof., Dept. of NA & NCC	Dy. Warden - Bhima
5	Dr.Manoj Kumar, Assoc. Prof., Dept. of NI&IR	Dy. Warden - Thunga & Bhadra
6	Dr.Eesha Sharma, Assoc. Prof. Dept. of Child & Adolescent Psychiatry	Dy. Warden - Kabini
7	Dr.Ashwin Y B. Asst. Prof., Dept. of Neurovirology	Dy. Warden - Vedavathi
8	Dr.Priya Baby, Lecturer, College of Nursing	Dy. Warden - Kapila

Tenure of the Chief Warden and Deputy Wardens is with effect from 01.04.2025

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1. Purpose

To prevent ragging in all forms; to provide clear prevention, reporting, enquiry and disciplinary mechanisms; and to ensure a safe, respectful academic environment.

2. Scope & Applicability

Applies to all students (UG/PG/Ph.D./Fellows), Academic Residents, Trainees, Interns, Academic Visitors, and any person present on NIMHANS premises or affiliated locations (hostels, labs, clinical areas, field sites), and to online/virtual spaces linked to NIMHANS.

3. Legal & Policy Basis

1. UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions (as amended).
2. Government of India/ Karnataka State Government notifications on anti-ragging.
3. NMC/INC/RCI/PCI anti-ragging and professional conduct norms (as relevant).
4. NIMHANS institutional policies, code of conduct, hostel rules.

4. Definitions

Ragging: Any conduct (verbal, physical, psychological, sexual, online) that has the effect of teasing, treating or handling with rudeness; undue authority by a senior and/or colleague; causing or likely to cause shame, annoyance, fear, or breach of dignity of a student.

Includes cyber-ragging, harassment on protected characteristics, stalking, doxxing, etc.

5. Governance Structure

1. **Anti-Ragging Committee (ARC):** Apex body for policy, oversight, and final recommendations to the Director. Meets at least **twice a year** and/ or as needed.
2. **Anti-Ragging Squad (ARS):** Rapid-response team for surprise checks, patrols, and immediate fact-finding; reports to ARC.
3. **Hostel Wardens & Chief Warden:** Primary oversight in hostels; ensure easy access to raise complaints.
4. **Police Liaison (Guest Member):** For immediate law-and-order support when required.
5. **Nodal Officer:** Coordinates UGC portal compliance, affidavits, and reporting.

6. Prevention Framework

1. Mandatory orientation for freshers and refreshers for seniors (code of conduct, penalties, how to seek help).
2. Visible signage in classrooms, wards, hostels, canteens, clinics, library, centres.
3. Regular patrols by ARS, especially during fresher intake and late hours.
4. Dedicated contact channels (email, phone) and QR-code posters.
5. Peer mentors and buddy system for first-semester integration.

7. Student On-boarding & Undertakings

1. **Online Anti-Ragging Affidavits** (student + parent/guardian) through UGC portal **within 15 days of joining**.
2. Hard-copy/printout to be deposited with the Department, and status emailed to Academic and Evaluation Section.
3. Non-submission: reminders (maximum two); persistent default may lead to administrative hold (ID card/registration/hostel allotment) until compliance.

8. Reporting Channels

1. **24×7 reporting:** Emergency helpline number, official email and in-person to Deans/ Wardens/ Guide/ HOD/ Academic & Evaluation Section/ Member Secretary or ARC/ Chairperson of ARC.
2. Anonymous reporting permitted; however, identity may be required for formal enquiry.
3. **Emergency:** Security Control Room (080 2699 5334); Police (100/112) where risk to safety exists.

9. Intake, Triage & Acknowledgement

1. **Immediate safety first.** Ensure medical/psychological support as needed.
2. **Acknowledgement** to complainant **within 24 hours** (reference number).
3. **Triage** by Member Secretary/ARS within **48 hours** to decide: (a) enquiry needed; (b) counselling/mediated resolution (only for minor, first-time conduct, with consent); (c) referral to appropriate body (POSH/IPC, etc.).

10. Enquiry Process & Timelines

1. **Constitution of Enquiry Committee (EC):** By Chairperson of ARC within **72 hours** of triage decision.
2. **Notice to Respondent(s):** within **2 working days** of EC formation, with allegations and hearing schedule.
3. **Hearings & Evidence:** EC may take written/oral statements, inspect CCTV/logs, devices (with consent or legal process), and visit locations.
4. **Completion Target:** **within 15 working days** from EC constitution.
5. **Standard of Proof:** preponderance of probabilities; fairness and natural justice to all parties.

11. Interim Measures & Safety

1. No-contact directions, change of hostel room/ clinical posting/ lab bench, supervised access, or temporary campus restrictions where needed.
2. Academic accommodations for the complainant (attendance leniency, missed assessments makeup) without penalizing progression.

12. Determination, Penalties & Corrective Actions

Penalties are proportionate to gravity, intent, repetition, and impact. One or more may be imposed with corrective measures.

Minor (illustrative):

1. Written warning; apology; mandatory counselling; community service; reflective assignment; limited facility restrictions (up to 2 weeks).

Major (illustrative):

1. Fine; suspension from classes/hostel/facilities; withholding results/scholarship; debarring from exams/placements; rustication (1–2 semesters); expulsion; **FIR/police action** for cognizable offences; cancellation of degree (in extreme cases as per law).

Reporting Channels:

1. Victim/Complainant includes bystanders who report in good faith. Respondent means alleged offender. Students can report the incidents of Ragging to HODs or Mentors of their respective Departments, Hostel Wardens, Guide or Joint Guides, Seniors, Peers
2. Emergency helpline (24×7): Contact info, email, anonymous drop-box, UGC Anti-Ragging portal/helpline details posted widely.
3. Posters at all entry points, hostels, labs; onboarding undertakings taken from students & parents annually.
4. Contact information of Chairperson/members of Anti-ragging committee and Wardens to be displayed at key locations

Time-Bound Workflow:

1. Receipt & Acknowledgement: (≤24h)
2. Preliminary Risk Assessment: (≤24h)
3. Notice to Respondent (≤48h)
4. Fact-Finding Inquiry Report (≤7 working days)
5. ARC Hearing & Decision (≤3 working days post-report)
6. Communication (≤24h)
7. Appeal (≤15 days) to Appellate Authority (Registrar / Director)

Severity Scoring Framework (1–10):

1. Nature of Act (0–2)
2. Impact on Victim (0–2)
3. Intent & Premeditation (0–2)
4. Context & Aggravators (0–2)
5. Post-Incident Conduct (0–2)

Score Bands:

1–3.9 (Low), 4–6.9 (Moderate), 7–10 (Severe).

Punishment Matrix:

Low (Score 1–3.9): Warning, counseling, community service, probation.

Moderate (4–6.9): Suspension, fines, hostel transfer, parent meeting.

Severe (7–8.9): Rustication, hostel expulsion, police intimation.

Grievous (9–10): Expulsion, degree cancellation, permanent debarment.

Corrective/Educational:

1. Anti-ragging workshops, bystander training; restorative engagements (only with complainant consent).

Communication of Outcome:

1. Speaking order with reasons, issued by the Competent Authority on ARC recommendation; shared with parties while protecting confidentiality.

12 (a). Punishments:

Depending upon the nature and gravity of the offence as established, the possible punishments for those found guilty of ragging at the institution level shall be as per clause 9 of UGC Regulations as indicated above.

Any student or group of students found guilty of ragging on campus or off campus shall be liable to one or more of the following punishments:

1. Debarring from appearing in any sessional test/ university examination or withholding results
2. Suspension from attending classes and academic privileges
3. Withdrawing scholarships and other benefits
4. Suspension from the college for a period of one month
5. Cancellation of admission
6. Debarring from representing the institution in any national or international meet, tournament, youth festival, etc
7. Suspension/expulsion from the hostel
8. Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period
9. Expulsion from the institution and consequent debarring from admission to any other institution
10. Fine up to twenty five thousand rupees
11. Imprisonment for a term which may extend to two years or with fine which may extend to ten thousand rupees or with both
12. Collective punishment - When the students committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers. Any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with the Regulations or fails to punish perpetrators or incidents of ragging suitably is liable to the penalties and punishments as per the provisions of the Regulations.

The Committee will ensure compliance with the provisions of the Anti-ragging regulations on the matters of anti-ragging incidents and prevention of ragging in the institution.

13. Appeals

1. Appeal to the **Director** (or Appellate Authority designated) within **15 days** of receipt of order.
2. Decision on appeal ordinarily within **30 days**.

14. Protection Against Retaliation & Support Services

1. Strict prohibition of retaliation; report any retaliation immediately.
2. Access to counselling/mental-health services; academic support via Dean's office for impacted students.

15. Hostels, Clinical & Field Settings – Special Provisions

1. Quiet hours enforcement; zero tolerance for intimidation in night shifts/on-call rooms.
2. Clinical decorum: no abusive 'informal hierarchies'; respectful learning climate; named supervisor responsibility.
3. Field visits: pre-briefing on conduct; designated faculty-in-charge.

16. Training, Sensitization & Awareness

1. **Mandatory sessions** during induction; **bi-annual refreshers** for seniors, wardens, and staff.
2. Annual drill for ARS & Wardens.
3. Display of **Chairperson/Member Secretary/Helpline contacts** everywhere students frequent.

17. Communication, Signage & Online Presence

1. Institute website: Anti-Ragging page with policy PDF, SOP, ARC/ARS details, contacts, forms, and helplines; updated every semester.
2. Emails/ Whatsapp message at start of each academic year; posters in English & Hindi (Kannada as appropriate).

18. Records, Confidentiality & Data Retention

1. Secure digital register of complaints, actions, and outcomes maintained by Member Secretary.
2. Retention: **5 years** from case closure (or longer if required by law).
3. Access limited to authorized officials; anonymized analytics shared with ARC annually.

19. Monitoring, Review & Audits

1. **Quarterly** ARC review of complaint metrics and prevention activities.
2. **Annual** audit of compliance (affidavits, training coverage, signage).
3. SOP review and update **every 12 months** or earlier if regulations change.

20. Do's & Don'ts

20.1 Students – Do's

1. Submit online affidavits (student & parent/guardian) within **15 days** of admission to course.
2. Intervene safely as a **bystander** or report immediately.
3. Support new students—buddy/peer mentoring.
4. Keep emergency contacts handy.

20.2 Students – Don'ts

1. Don't engage in any conduct that humiliates, intimidates, or coerces juniors/peers—offline or online.
2. Don't share/forward abusive content or “initiation” tasks on social media.
3. Don't retaliate against anyone who reports.

20.3 Staff/Faculty – Do's

1. Model respectful behaviour; intervene and report promptly.
2. Ensure induction messaging reaches every cohort; display signage.
3. Cooperate with enquiries; maintain confidentiality.

20.4 Staff/Faculty – Don'ts

1. Don't trivialize complaints or encourage “harmless pranks”.
2. Don't disclose identities or details beyond need-to-know.