



Shri Lal Bahadur Shastri
Govt. Medical College & Hospital
Mandi at Ner Chowk, Himachal Pradesh



Department of Physiology
SLBSGMC&H Mandi at Nerchowk HP

No. HFW(SLBSGMCH)Physiology/Anti-Ragging- 01

Dated: 07/03/2026

OFFICE ORDER

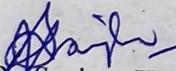
In pursuance to the Judgement of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. 887/2009 and para 6.3 of University Grants Commission (UGC) Regulations on Curbing the Menace of Ragging in Higher Educational Institution, 2009. (Under Section 26 (1)(G) of the University Grant Commission Act, 1956) New Delhi - 110002, The 17th June 2009 and Para/point -12 of National Medical Commission (Prevention and Prohibition of Ragging in Medical College and Institutions) Regulations, 2021. National Medical Commission Notification New Delhi, The 18th November, 2021, The Shri Lal Bahadur Shastri Govt. Medical College & Hospital Mandi at Nerchowk has constituted the Anti Ragging Squads for next 3 months, consisting of the following Members with immediate effect: -

	Name	Designation & Department	Contact No.	Team IC/ Member
Team- I (from 12/03/2026 to 25/03/2026)	Dr. Shyamli Jamwal	AP Anaesthesia	9418056420	Team in-charge
	Dr. Rakesh Bansal	AP Physiology	9418003787	Member
	Dr Badal Katoch	SR Physiology	7018281713	Member
	Dr Tanuja Thakur	SR Anaesthesia	9625611025	Member
Team 2 (from 26/03/2026 to 08/04/2026)	Dr. Pradeep Kashyap	AP Anatomy	9816756685	Team in-charge
	Dr. Veena Gupta	AP Physiology	7018444924	Member
	Dr. Pankaj Soni	Tutor Anatomy	7650060644	Member
	Dr. Shilpa Atwal	SR Medicine	9877746957	Member

Duties and Responsibilities

1. Adhere to a duty roster if so prepared.
2. Remain vigilant and agile at all time, and also provide necessary details so that the members are easily reachable even by fresher's and other students.

3. Make Surprise check daily in the hostels, boarding areas, playground, transport facilities and other potentially vulnerable areas even at odd hours for which the anti-ragging squad shall be duly empowered.
4. To conduct anonymous surveys, that may random, to identify possibly unreported incidents of ragging as designed by the institution
5. Make entries regarding timing and details of checking including remarks or finding if any in register.
6. The respective team will make head counts during daily attendance of 1st year MBBS students.
7. To check the provision of student securities as well as to check the facilities given for student welfare
8. Make discreet enquiries regarding compliance and adherence of these regulations by seniors.
9. Checking fresher for any inquiries or indirect evidence of possible ragging such as inability to stay awake during the day indicating possible ragging throughout the night /inability to sleep due to fear of ragging
10. Informing the authorities concerned to rectify vulnerable area such as dark stretches due to fused bulbs etc.
11. Make on the spot and other necessary enquiries on incidents of ragging and report to the Anti Ragging committee.
12. The team in-charge will submit report of daily inspection and surprise checking on daily bases in specified Performa to principal cum chairman/nodal officer anti ragging committee
13. It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on the hostels, and other places vulnerable to incidents of, and having the potential of, ragging shall be empowered to inspect such places
14. It shall also be the duty of Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action.
15. Report all cases of ragging to the head of Institute, Anti-Ragging committee and other functionaries as may be required


Dr. Sanjeev Kumar Singh
Nodal Officer
Anti Ragging Committee
Deptt. of Physiology
SLBSGMC&H Mandi at Nerchowk (H.P)

Copy to:

1. All concerned official for information and necessary compliance please.
2. Praveen IT section o/o Principal for uploading in college website please.
3. Manager both hostels.
4. Guard file
5. In-charge student section

 9/9/2026

Dr. Sanjeev Kumar Singh
Nodal Officer
Anti Ragging Committee
Deptt. of Physiology
SLBSGMC&H Mandi at Nerchowk (H.P)

APPROVED



Principal cum Chairman
Anti Ragging Committee
SLBSGMC&H Mandi at Nerchowk (H.P)

Enclosed :

- 1) Patrol Checklist cum Reporting Proforma

SHRI LAL BAHADUR SHASTRI GOVT. MEDICAL COLLEGE & HOSPITAL

Mandi, Himachal Pradesh — Anti-Ragging Cell

Nodal Officer: Dr Sanjeev Kumar | w.e.f. 05.03.2026

ANTI-RAGGING SQUAD (ARS)

PATROL CHECKLIST CUM REPORTING PROFORMA

1. TEAM IDENTIFICATION & REPORTING PERIOD

Report Period: From: _____ To: _____ Shift: _____
Date of Patrol: _____ Academic Year / Session: _____

2. TEAM IN-CHARGE (ARS CONVENER)

Name: _____ Designation / Dept: _____
Contact No.: _____ Email ID: _____
Area Assigned: _____
Time In: _____ Time Out: _____

3. TEAM MEMBERS

S.No.	Name of Member	Designation / Dept.	Contact No.	Signature
1				
2				
3				
4				
5				
6				
7				
8				

4. AREAS PATROLLED

	Area	Reference		Area	Reference
[]	Boys' Hostel — Floors/Wings	NMC 2021, Cl.12; SC Raghavan 2007	[]	Girls' Hostel — Floors/Wings	NMC 2021, Cl.12; HP Act 2009
[]	Canteen / Mess	UGC 2009, Cl.6.3; NMC 2021, Cl.12	[]	Classrooms / Lecture Halls	NMC 2021, Cl.12; UGC 2009, Cl.6.3
[]	Library / Reading Room	NMC 2021, Cl.12; UGC 2009	[]	Labs / Dissection Hall	NMC 2021, Cl.12; UGC 2009, Cl.6.3
[]	Sports Ground / Gymnasium	NMC 2021, Cl.12; SC SLP 24295/2006	[]	Parking Lots / Peripheral Areas	NMC 2021, Cl.12; UGC 2009
[]	Hostel Common Rooms	SC Raghavan Cmte 2007; NMC 2021, Cl.12	[]	College Entry / Exit Gates	NMC 2021, Cl.12; UGC 2009
[]	Roof / Terrace Areas	SC Raghavan Cmte 2007; NMC 2021	[]	Private PG / Lodge Areas	HP Act 2009; SC CA 887/2009

5. PATROL CHECKLIST

No		Duty / Check Point	Clause / Reference
1	[]	Pre-Patrol attendance confirmed; minimum 3 members present for each shift	NMC 2021, Cl.12; UGC 2009, Cl.6.3
2	[]	Official ID cards, patrol register & blank complaint forms carried by all members	UGC 2009, Cl.6.3; NMC 2021, Cl.12
3	[]	Previous shift patrol report reviewed; pending actions identified and noted	NMC 2021, Cl.12; UGC 2009
4	[]	CCTV cameras at designated patrol points verified operational; faults reported immediately	SC Raghavan Cmte 2007; NMC 2021, Cl.12
5	[]	Hostel floors patrolled — no unauthorised senior presence in fresher areas after 22:00	SC Raghavan Cmte 2007; NMC 2021, Cl.12; HP Act 2009
6	[]	Night round conducted between 22:00–02:00 hrs during first 3 months of session	NMC 2021, Cl.12; SC SLP 24295/2006
7	[]	Fresher roll call / head count in hostel wings completed; unexplained absences investigated	NMC 2021, Cl.12; SC Raghavan Cmte 2007
8	[]	Hostel visitor register reviewed; late-night or frequent senior visits to fresher floors flagged	NMC 2021, Cl.12; SC Raghavan Cmte 2007
9	[]	Canteen / mess monitored during meal times; coercive seating or interaction patterns noted	UGC 2009, Cl.6.3; NMC 2021, Cl.12
10	[]	Classrooms / labs / corridors and dissection areas spot-checked, especially in first 2 months	NMC 2021, Cl.12; UGC 2009, Cl.6.3
11	[]	Recreational, peripheral, parking and after-dark areas outside CCTV coverage patrolled	NMC 2021, Cl.12; UGC 2009
12	[]	Online / cyber ragging: social media groups, WhatsApp monitored; evidence forwarded to ARC	NMC 2021, Cl.3 (definition); UGC 2009, Cl.3
13	[]	Anonymous suggestion box contents collected, reviewed and forwarded to Nodal Officer	SC SLP 24295/2006; NMC 2021, Cl.12
14	[]	No unsupervised mixed-batch gathering after 22:00 — confirmed across all hostel zones	SC Raghavan Cmte 2007; NMC 2021, Cl.12
15	[]	Nil-incident confirmed OR incident report initiated and Nodal Officer informed within 1 hour	HP Act 2009, S.4; SC CA 887/2009; NMC 2021, Cl.13

6. SURVEY & INTELLIGENCE DUTIES

No		Duty	Clause / Reference
1	<input type="checkbox"/>	Anonymous fortnightly survey distributed to entire 1st-year batch during first 3 months	SC SLP 24295/2006; NMC 2021, Cl.12
2	<input type="checkbox"/>	Complete anonymity ensured — no names, roll numbers or signatures sought from respondents	SC Raghavan Cmte 2007; NMC 2021, Cl.12
3	<input type="checkbox"/>	Survey forms compiled and analysis submitted to ARC within 3 days of survey date	NMC 2021, Cl.12; UGC 2009, Cl.6.3
4	<input type="checkbox"/>	Informal interaction with freshers conducted in absence of senior students	SC Raghavan Cmte 2007; NMC 2021, Cl.12
5	<input type="checkbox"/>	Anonymous suggestion box contents collected and forwarded to Nodal Officer weekly	SC SLP 24295/2006; UGC 2009, Cl.6.3
6	<input type="checkbox"/>	Red flags from survey acted upon immediately — not deferred to the next ARC meeting	NMC 2021, Cl.13; HP Act 2009, S.4
7	<input type="checkbox"/>	Identity of all whistle-blowers and informants fully protected at all times	NMC 2021, Cl.12; SC CA 887/2009; UGC 2009

7. INCIDENT / COMPLAINT REPORT

NIL INCIDENT REPORT — No ragging incident / complaint received during this patrol shift.

IF INCIDENT REPORTED — Complete all fields below:

Date & Time of Incident:	_____	Location:	_____
Name(s) of Victim(s):	_____		
Name(s) of Alleged Perpetrator(s):	_____		
Year / Batch of Alleged Perpetrator(s):	_____		
Hostel Room / Location of Accused:	_____		
Witnesses (Name & Contact):	_____		

Nature of Incident (tick all applicable):

<input type="checkbox"/>	Physical assault / beating	<input type="checkbox"/>	Verbal abuse / humiliation
<input type="checkbox"/>	Forced activity / act	<input type="checkbox"/>	Sexual harassment
<input type="checkbox"/>	Cyber / online ragging	<input type="checkbox"/>	Extortion of money / goods
<input type="checkbox"/>	Wrongful confinement	<input type="checkbox"/>	Psychological intimidation
<input type="checkbox"/>	Forced alcohol / substance	<input type="checkbox"/>	Other (specify in remarks)

Immediate Action Taken (tick all applicable):

<input type="checkbox"/>	Incident stopped / intervened on-spot	<input type="checkbox"/>	Victim separated from accused
<input type="checkbox"/>	First aid / medical help arranged	<input type="checkbox"/>	Nodal Officer informed (within 1 hr)
<input type="checkbox"/>	ARC Convener informed	<input type="checkbox"/>	Witnesses identified & noted
<input type="checkbox"/>	Evidence / CCTV secured	<input type="checkbox"/>	FIR lodged with police (if warranted)
<input type="checkbox"/>	Accused prevented from leaving premises	<input type="checkbox"/>	Interim protection for victim requested

8. OBSERVATIONS & REMARKS

Observations during this patrol shift:

Remarks / Recommendations by Team In-charge:

Follow-up required (describe):

REGULATORY REFERENCE KEY

NMC 2021, CI.3	NMC Regulations 2021 — Clause 3: Definition of Ragging (includes electronic/online medium)
NMC 2021, CI.12	NMC Regulations 2021 — Clause 12: Anti-Ragging Squad — constitution, mobility, 24x7 duty
NMC 2021, CI.13	NMC Regulations 2021 — Clause 13: Action on receipt of complaint; inquiry initiation
NMC 2021, CI.16	NMC Regulations 2021 — Clause 16: Record maintenance; 5-year retention; NMC inspection
UGC 2009, CI.3	UGC Regulations 2009 — Clause 3: Definition of Ragging (includes online medium)
UGC 2009, CI.6.3	UGC Regulations 2009 — Clause 6.3: Anti-Ragging Squad — composition and patrol mandate
HP Act 2009, S.4	HP Educational Institutions (Prohibition of Ragging) Act 2009 — Section 4: Complaint, 24-hr inquiry; cognizable & non-bailable offence
SC SLP 24295/2006	Supreme Court — SLP 24295/2006: Raghavan Committee Directives (16 May 2007) — ARS, fortnightly surveys, mentoring
SC CA 887/2009	Supreme Court — Civil Appeal 887/2009 (8 May 2009): Mandatory FIR; police action on victim/parent dissatisfaction
SC Raghavan 2007	Supreme Court Raghavan Committee (2007): Hostel night rounds; no senior in fresher areas after 22:00; CCTV; gap weeks

9. DECLARATION & SIGNATURES

We, the undersigned members of the Anti-Ragging Squad of SLBSGMCH, certify that this patrol has been conducted diligently during the period mentioned above, all areas assigned have been covered, and the information reported herein is true and accurate to the best of our knowledge. We further declare that any incident/complaint received has been reported immediately to the Nodal Officer as required under NMC Regulations 2021, UGC 2009, and HP Act 2009.

<p>TEAM IN-CHARGE (ARS CONVENER)</p> <p>_____</p> <p><i>Signature</i></p> <p>_____</p> <p><i>Name</i></p> <p>_____</p> <p><i>Date</i></p>	<p>MEMBER 1</p> <p>_____</p> <p><i>Signature</i></p> <p>_____</p> <p><i>Name</i></p> <p>_____</p> <p><i>Date</i></p>	<p>MEMBER 2</p> <p>_____</p> <p><i>Signature</i></p> <p>_____</p> <p><i>Name</i></p> <p>_____</p> <p><i>Date</i></p>
<p>MEMBER 3</p> <p>_____</p> <p><i>Signature</i></p> <p>_____</p> <p><i>Name</i></p> <p>_____</p> <p><i>Date</i></p>	<p>MEMBER 4</p> <p>_____</p> <p><i>Signature</i></p> <p>_____</p> <p><i>Name</i></p> <p>_____</p> <p><i>Date</i></p>	<p>MEMBER 5</p> <p>_____</p> <p><i>Signature</i></p> <p>_____</p> <p><i>Name</i></p> <p>_____</p> <p><i>Date</i></p>

RECEIVED & ACKNOWLEDGED BY

Dr Sanjeev Kumar, Nodal Officer — Anti-Ragging Cell, SLBSGMCH

Signature & Date

Anti-Ragging Squad (ARS) Operational Checklist

Comprehensive duty register for Anti-Ragging Squad members — drawn from UGC 2009, NMC Regulations 2021, HP Act 2009 & Supreme Court Directives (2001–2009)

Compiled by: Dr Sanjeev Kumar | Nodal Officer, Anti-Ragging Cell, SLBSGMCH | w.e.f. 05.03.2026

NMC Regulations 2021	UGC Regulations 2009	HP Act 2009	Supreme Court 2001–2009
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Nodal Officer Dr Sanjeev Kumar w.e.f. 05.03.2026	Patrol Date & Shift _____	Academic Year _____	Report Submitted To _____
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Squad Constitution & Mandate

Composition · Separation from ARC · Display of contacts · Annual briefing
[NMC 2021 Cl.12] [UGC 2009 Cl.6.3] [SC Raghavan 2007]

- ARS is constituted as a body **separate and distinct from the Anti-Ragging Committee (ARC)**; no member overlap between the two bodies. [NMC 2021, Cl.12 · UGC 2009 Cl.6.3] Critical
- Squad composition: **one senior faculty (Convener), rotating clinical and pre-clinical faculty, boys' warden, girls' warden, one student representative, one non-teaching staff** — all carry institutional identity cards. [UGC 2009 · NMC 2021] High
- ARS is **mobile** — not confined to one location; operational at **all times including nights and weekends** for the first three months of the admission session. [NMC 2021, Cl.12 · SC 2007] Critical
- Names, designations, and **24x7 contact numbers of all ARS members prominently displayed** in hostels, canteen, classrooms, and all common areas. [UGC 2009 · NMC 2021] High
- All ARS members briefed on the **legal definition of ragging** under NMC 2021, UGC 2009, HP Act 2009, and SC directives; refresher conducted every year. [HP Act 2009 · NMC 2021] Std
- Members trained to distinguish between legitimate interaction, eve-teasing, bullying, hazing, and ragging as legally defined; **zero-tolerance stance confirmed in writing** by each member. Std
- Rotation schedule prepared and shared with Nodal Officer; every ARS member aware of their **duty roster for the entire first semester**. [NMC 2021, Cl.12] Std

ARS MEMBER REGISTER — CURRENT DEPLOYMENT

Convener (Faculty) Contact: _____	Faculty – Clinical Dept. Contact: _____	Faculty – Pre-Clinical Contact: _____
Hostel Warden (Boys) Contact: _____	Hostel Warden (Girls) Contact: _____	Student Representative Contact: _____

B

Pre-Patrol & Pre-Shift Duties

Attendance · Equipment check · Prior report review · CCTV verification

[All Regulations]

■ Attendance of all rostered ARS members confirmed before patrol; absentee replaced immediately — no patrol with fewer than 3 members.	Critical
■ ARS members carry: official ID cards, patrol register, blank complaint forms, and Nodal Officer's emergency number at all times.	High
■ Previous shift's patrol report reviewed; pending actions from last patrol identified and status verified before new patrol begins.	High
■ Specific hot-spot areas (from past incidents or survey data) prioritised for this patrol cycle.	Std
■ Date, time, names, and duty zones entered in the Patrol Register before the start of each round.	Std
■ CCTV cameras at designated patrol points confirmed operational ; non-functional cameras reported to Nodal Officer for urgent repair.	Std

C

Patrol Rounds — Zone-wise Duties

6-shift schedule · Hostels · Canteen · Labs · Periphery · Online vigilance
 [NMC 2021 Cl.12] [SC Raghavan 2007] [HP Act 2009]

Patrol Shift Schedule

Mandatory during first 3 months of academic session

Morning Shift <i>06:00 – 10:00</i> Hostel corridors, wash areas, breakfast venue, entry points, notice boards.	Day Shift <i>10:00 – 18:00</i> Classrooms, labs, library, canteen, recreational areas, common rooms, parking.	Night Shift <i>22:00 – 02:00</i> Hostel corridors, hostel gates, roof areas, isolated staircases.
Early Night <i>18:00 – 22:00</i> Canteen, study hall, outdoor areas, hostel common rooms, mess halls.	Weekend AM <i>08:00 – 14:00</i> Hostel, recreational zones, sports ground, nearby PG areas.	Weekend PM <i>14:00 – 22:00</i> Canteen, library, hostel periphery, college compound, common areas.

- **Hostel Zones:** All floors of boys' and girls' hostels; corridors, common rooms, bathroom approaches, roof, and hostel perimeter — especially during night shifts (22:00–02:00). [NMC 2021, Cl.12 · SC 2007]
- **Canteen & Mess:** Monitor fresher–senior interactions during meal times; note seating patterns and any coercive or intimidatory behaviour.
- **Classrooms & Labs:** Spot-check pre-clinical lecture halls, anatomy dissection areas, and corridors particularly in the first two months.
- **Recreational & Peripheral Areas:** Sports grounds, parking lots, secluded staircases, behind-building zones, and after-dark areas outside CCTV coverage.
- **Entry/Exit Points:** College gates and hostel entry; note unusual gatherings of senior students near fresher areas.
- **Online/Virtual Vigilance:** ARS monitors reports of cyber ragging on college groups, WhatsApp, or social media; evidence forwarded to ARC immediately. [NMC 2021 · UGC 2009 — ragging includes electronic medium]
- Entire campus covered in each patrol cycle; no area left uninspected for more than **48 hours** during the first 3 months. [NMC 2021 · SC 2007]

Critical

High

High

High

Std

High

Std

D

Anonymous Survey & Intelligence Gathering

Fortnightly surveys (SC-mandated) · Anonymity guaranteed · Suggestion boxes · Red-flag analysis
[SC SLP 24295/2006] [NMC 2021 CI.12]

■ Fortnightly anonymous random surveys conducted across the entire 1st-year batch during the first 3 months — mandated by Supreme Court Raghavan Committee and NMC 2021. [SC SLP 24295/2006 · NMC 2021, CI.12]	Critical
■ Survey methodology ensures complete anonymity; students not required to sign ; digital option via anonymous, untraceable link provided. Respondent identity never sought or stored.	Critical
■ Survey covers: incidents experienced, witnessed, or heard about; hostel atmosphere; senior–junior interaction; comfort level; mentoring received.	High
■ Results compiled, analysed, and submitted to ARC within 3 days ; red flags actioned immediately without waiting for next ARC meeting.	High
■ ARS conducts informal interaction with freshers without seniors present to assess campus environment; observations submitted to Nodal Officer.	High
■ Anonymous suggestion boxes operational in hostels; ARS collects and reviews contents weekly ; forwarded to ARC.	Std
■ Identity of all whistle-blowers and informants protected absolutely ; each ARS member takes individual responsibility for non-disclosure. [NMC 2021 · SC Directive]	Critical

E

On-the-Spot Response Protocol

Immediate intervention · Victim separation · FIR triggers · 1-hour reporting window
[HP Act 2009] [SC CA 887/2009] [NMC 2021]

■ Upon witnessing or receiving any report of ragging, ARS immediately intervenes to stop the incident; if physical harm is evident or threatened, police (112) called without delay. [HP Act 2009 · SC CA 887/2009]	Critical
■ Victim separated from perpetrator(s) immediately; taken to a safe, neutral location ; first aid or medical attention arranged if required.	Critical
■ Scene preserved; witnesses identified and contact details recorded; physical evidence secured and not disturbed pending ARC inquiry.	High
■ Nodal Officer and ARC Convener informed within 1 hour of detection; incident report formally initiated.	Critical
■ Under HP Act 2009 (cognizable and non-bailable offence), ARS must NOT suppress, delay, or conceal any incident; mandatory FIR for all criminal-threshold cases — delay exposes officials to criminal prosecution. [HP Act 2009 · SC CA 887/2009]	Critical
■ Details of accused (name, year, roll number, hostel room) recorded; accused not allowed to leave premises pending preliminary inquiry report.	High
■ Full incident report submitted to ARC within 6 hours ; includes date/time, location, nature, parties, witnesses, and action taken.	High
■ ARS members do NOT conduct formal inquiry — that is exclusively ARC's mandate; ARS role ends with detection, immediate response, and reporting. [NMC 2021, Cl.12]	High

■ HP Act 2009 — Mandatory FIR Trigger Situations

- | | |
|--|--|
| ■ Physical assault, beating, or any bodily harm | ■ Forced consumption of alcohol, drugs, or substances |
| ■ Sexual harassment or molestation of any degree | ■ Abusive language causing sustained mental trauma |
| ■ Wrongful confinement or wrongful restraint | ■ Victim or parent unsatisfied with institutional response |
| ■ Extortion of money, goods, or favours | ■ Any act causing documented psychological harm |

F

Complaint Reception & First Response

Any-form acceptance · 24-hr HP Act window · Confidentiality · Interim protection
[UGC 2009] [HP Act 2009] [NMC 2021]

■ ARS accepts complaints in any form — oral, written, anonymous, or third-party; no complaint dismissed, minimised, or returned unrecorded.	Critical
■ On receipt, ARS member fills Complaint Proforma : complainant name (if willing), date, nature, alleged persons, location; complaint number assigned immediately.	High
■ Complainant informed of UGC helpline 1800-180-5522 and NMC grievance portal; assured of confidentiality and protection from retaliation. [UGC 2009 · NMC 2021]	High
■ HP Act 2009: inquiry must begin within 24 hours — ARS ensures complaint reaches Nodal Officer within this non-negotiable window. [HP Act 2009]	Critical
■ Request for interim protection measures (room change, schedule adjustment) made to ARC immediately pending inquiry. [NMC 2021 · UGC 2009]	High
■ Complainant is never interviewed in the presence of the accused or their associates at any stage.	Std

G

Documentation & Patrol Reporting

Patrol register entries · Daily reports · Evidence preservation · 5-year retention
 [NMC 2021 CI.16] [UGC 2009]

<ul style="list-style-type: none"> Patrol Register entries made after every round: date, time, areas covered, observations, incidents if any, action taken, and signatures of all members present. 	High
<ul style="list-style-type: none"> Daily Patrol Report compiled and submitted to Nodal Officer by end of each day; nil-incident report is mandatory on incident-free days. 	High
<ul style="list-style-type: none"> Survey records, analysis sheets, and whistle-blower communications stored in sealed, confidential files accessible only to Nodal Officer and ARC Convener. 	Critical
<ul style="list-style-type: none"> CCTV footage or photographs relevant to any incident downloaded and preserved within 24 hours; forwarded with incident report to ARC. 	High
<ul style="list-style-type: none"> ARS maintains a running log of near-misses, informal warnings issued, and advisories given to senior students. 	Std
<ul style="list-style-type: none"> All records maintained for minimum 5 years and available for inspection by NMC assessors or university officials on demand. [NMC 2021, CI.16] 	Std

DAILY PATROL LOG TEMPLATE

Time	Area Covered	Members Present	Observations	Signature

H

Hostel-Specific Duties

Nightly rounds · Fresher roll call · Visitor register · PG accommodation coverage
[SC Raghavan 2007] [NMC 2021] [HP Act 2009]

■ Nightly hostel rounds — minimum one round per night between 22:00–02:00 for the first three months; warden co-signs patrol entry. [SC Raghavan Cmte 2007 · NMC 2021]	Critical
■ Fresher hostel floors checked to ensure no unauthorised presence of seniors after 22:00.	Critical
■ Fresher roll call maintained; unexplained absences from hostel rooms at night immediately investigated by ARS and warden.	High
■ Hostel common rooms, terraces, bathrooms, and stairwells checked; no unsupervised mixed-batch gatherings permitted after 22:00.	High
■ Warden's daily attendance and feedback collected; warden absences reported to Nodal Officer within 24 hours.	Std
■ Private PG/lodge accommodations used by students verified to be registered with local police and included in ARS patrol scope. [HP Act 2009 · SC Directive]	High
■ Hostel visitor register reviewed during patrol; unusually frequent or late-night senior visits to fresher floors flagged and reported to ARC.	Std

I

Cyber / Online Ragging Vigilance

Electronic medium coverage · WhatsApp monitoring · Evidence preservation · Cybercrime referral
[NMC 2021 Cl.3] [UGC 2009]

■ Ragging definition under NMC 2021 and UGC 2009 explicitly covers electronic communication, social media, phone calls, and messaging platforms — jurisdiction extends to off-campus virtual spaces. [NMC 2021, Cl.3]	High
■ Freshers advised to screenshot and preserve evidence of online ragging (abusive messages, forced tasks, degrading content) before reporting; ARS receives and forwards such evidence to ARC.	High
■ Institutional WhatsApp/social media groups of freshers monitored for organised ragging or coercive group tasks assigned by seniors.	High
■ Online ragging incidents referred to HP Police Cybercrime Cell in addition to institutional action. [HP Act 2009 — electronic means covered]	Std
■ Digital evidence (screenshots, call logs, recording links) preserved and forwarded to ARC Convener within 24 hours of receipt.	Std

J

Coordination with ARC, Nodal Officer & Authorities

Weekly reports · Police liaison · Helpline referral · Official channel discipline
 [All Regulations]

- ARS submits **weekly consolidated report** to Nodal Officer; monthly ARS performance review conducted by ARC. [NMC 2021 · UGC 2009] High
- ARS immediately forwards **all complaints, survey red flags, and incident reports** to ARC Convener; no information withheld for any reason. Critical
- ARS co-ordinates with local police for **periodic liaison meetings** in the first month of session; police contact details maintained by all members. [HP Act 2009 · SC CA 887/2009] High
- Students directed to **UGC helpline 1800-180-5522** or NMC grievance portal for unresolved or escalated complaints. [NMC 2021 · UGC 2009] Std
- Information shared with external parties only through **official channels**; individual ARS members do not speak to media about incidents. Std
- ARS participates in the annual compliance review; contributes field observations and protocol improvement suggestions. Std

K

Prohibited Conduct for ARS Members

Suppression liability · No informal settlement · No bystander passivity · HP criminal penalties
 [HP Act 2009] [SC Raghavan 2007]

- ARS members must **not suppress, minimise, or delay** any incident; under HP Act 2009 this is a criminal offence punishable by **up to 2 years imprisonment + Rs.25,000 fine**. [HP Act 2009] Critical
- ARS members must **not conduct disciplinary inquiry**; detection, immediate response, and referral are ARS's sole mandate — formal inquiry belongs exclusively to ARC. [NMC 2021, Cl.12] Critical
- ARS members must **never reveal identity** of complainants, witnesses, or survey respondents to any person not on ARC. Critical
- ARS members must **not accept informal resolution** or settlement between victim and perpetrator; under HP Act 2009, the offence is compoundable **only with court permission**. [HP Act 2009] High
- An ARS member who witnesses ragging and does not report it faces **professional misconduct proceedings**; passive bystanders are also liable under SC directives. [SC Raghavan Cmte 2007] High

■ HP Act 2009 — Official Liability for Negligence or Suppression

- Criminal prosecution of the responsible official
- Up to 2 years imprisonment upon conviction
- Fine of Rs.25,000 in addition to imprisonment
- Service disciplinary proceedings under applicable service rules

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Post-Incident & Follow-up Duties

Victim welfare monitoring · Retaliation watch · Accused separation · Increased patrol frequency
[NMC 2021] [UGC 2009] [SC 2007]

■ After any incident, ARS confirms victim has been referred to the institutional counsellor within 24 hours ; follow-up on wellbeing at 72-hour and 7-day intervals. [NMC 2021 · SC 2007]	High
■ ARS monitors the incident zone for 2 weeks post-incident for signs of retaliation or continued harassment of complainant or witnesses; any such signs reported to ARC immediately.	Critical
■ If accused remains on campus pending inquiry, ARS ensures physical separation from victim; any proximity or contact reported to ARC.	High
■ ARS contributes field observations and witness identification support to ARC inquiry without interfering in formal proceedings.	Std
■ Patrol frequency of the incident zone increased for minimum 4 weeks post-incident to deter recurrence.	Std
■ ARS confirms that adverse entry in guilty student's Migration and Character Certificate is made as per NMC 2021 penalty framework. [NMC 2021 · UGC 2009]	Std

Regulatory Basis: This checklist is drawn from the HP Educational Institutions (Prohibition of Ragging) Act 2009 (in force 25 Mar 2009; enacted following a landmark ragging incident at a Medical College in Himachal Pradesh). Compiled by **Dr Sanjeev Kumar**, Nodal Officer (Anti-Ragging Cell), Shri Lal Bahadur Shastri Govt. Medical College & Hospital (SLBSGMCH), Mandi, HP, w.e.f. 05.03.2026. NMC (Prevention and Prohibition of Ragging in Medical Colleges) Regulations 2021 (Gazette Notification 18 Nov 2021, under NMC Act 2019 s.57); UGC Regulations on Curbing the Menace of Ragging 2009; and Supreme Court of India in Vishwa Jagriti Mission v. Union of India (2001), SLP 24295/2006 — Raghavan Committee Directives (16 May 2007), and Civil Appeal 887/2009 (8 May 2009). ARS members who suppress or delay action may be personally prosecuted under HP Act 2009. Institutional non-compliance may result in NMC de-recognition, seat reduction, or stoppage of admissions.

SLBSGMCH — Shri Lal Bahadur Shastri Govt. Medical College & Hospital, Mandi, H.P.

Nodal Officer: **Dr Sanjeev Kumar** |
w.e.f. 05.03.2026

ARS Convener (Faculty)

Signature & Date

Nodal Officer

Signature & Date

ARC Chairperson

Signature & Date