



Office of the Principal MURAZAR COLLEGE

P.O. Murazar : Pin : 782439, Dist. Hojai : Assam
Estd. 1989

Permanently affiliated to Gauhati University, Guwahati

Dr. Sayed Ahammed Ali, M.A., Ph.D.
Principal, Murazar College

☎ 03674-267911, 9577774252
Email: principalmurazarcollege@gmail.com
murazarcollege@gmail.com

Ref. No.

Date : 23/4/24

CRITERION 5 – Student Support and Progression

Key Indicator: 5.1 Student Support

NAAC DVV CLARIFICATION

Metric ID	Deviations details
5.1.4	The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organization wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Findings of DVV	HEI Response
1)) Provide Proof of constitution of internal committees / Grievances Committee formation /other committees as per UGC norms.	1) The Proof of constitution of Internal committees / Grievances Committee formation / other committees as per UGC norms is provided
2) Provide Circular/web-link/ committee report Justifying the objective of the metric	2) The Circular/web-link/ committee report justifying the objective of the metric is attached.
3) Provide Statutory regulations/ norms of UGC/ SRA	3) Statutory regulations/norms of UGC/SRA is attached

(Signature) 23/04/24
Principal
Murazar College
P.O. Murazar
Hojai (Assam)



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Ref. No.

Date : 23/4/24

CRITERION 5 – Student Support and Progression

Key Indicator: 5.1 Student Support

NAAC DVV CLARIFICATION

Metric ID	Deviations details
5.1.4	The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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Findings of DVV	HEI Response
1)) Provide Proof of constitution of internal committees / Grievances Committee formation /other committees as per UGC norms.	1) The Proof of constitution of Internal committees / Grievances Committee formation / other committees as per UGC norms is provided


23/4/24
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)



ANTI-RAGGING CELL

Anti-Ragging Cell is one of the important part of Educational Institution's mechanism. As per the guidelines of UGC under the Act of 1956, which is modified as UGC regulations on curbing the menace of Ragging in higher Educational Institutions, 2009, establishment of Anti-Ragging Cell is compulsory.

Objectives of Anti Ragging Committee

Anti-Ragging Committee will be the supervisory and advisory committee in preserving a Culture of Ragging Free Environment in the college Campus. The main objectives of this cell are as follows:

1. To aware the students of dehumanizing effect of ragging inherent in its perversity.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence.
3. To promptly and stringently deal with the incidents of ragging brought to our notice.
4. To generate an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.

As per the order of Supreme Court of India and subsequent Notification from University Grants Commission (UGC), ragging constitutes one or more of any intention by any student or group of students on:

1. Any act of Indiscipline, Teasing or Handling with Rudeness.
2. Any act that Prevents, Disrupts the Regular Academic Activity.
3. Any activity which is likely to cause Annoyance, hardship, Psychological Harm or creates Fear or Apprehension.
4. Any Act of Financial Extortion or Forceful Expenditure.
5. Any Act of Physical Abuse causing Assault, Harm or danger to Health.
6. Any Act of abuse by spoken words, emails, SMS or public insult etc.
7. Any Act of injury or infringement of the fundamental right to the human dignity


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8. Any Act of Wrongful Confinement, Kidnapping, molesting or committing unnatural offences, use of criminal forces, trespass or intimidation.
9. Any unlawful assembly or conspiracy to ragging.

Punishment to those found guilty

Any student or group of students found guilty of ragging in the campus or even outside the campus shall be liable to one or more of the following punishments.

1. Debarring from appearing in any sessional test / University Examination
2. Suspension from attending classes and academic privileges
3. Withdrawing scholarships and other benefits
4. Suspension from the college
5. Cancellation of the admission
6. Withholding the results.


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murazarcollege@gmail.com

Ref. No.


Date : 02/08/2023

Anti-Ragging Committee

In conformity with Supreme Court judgments and directions, UGC guidelines and State Govt. instructions, Murazar College is following Zero - Tolerance Policy towards ragging. Ragging is defined as an act that violates or is perceived to violate an individual student's dignity. It is totally banned in the campus and anyone found guilty of ragging and or helping ragging is liable to be punished as it is criminal offence.

As per the UGC guidelines, Anti-ragging committee of Murazar College has s following composition.

SL No	Name	Designation	Portfolio
1	Dr. sayed Ahammed Ali	Principal	Chairperson
2	Mahbubar Rahman	Asstt. Prof.	Convenor
3	Nizam Udiin	Asstt. Prof.	Member
4	Sunita Bordoloi	Asstt. Prof.	Member
5	Dr. Badrul Alam Chowdhury	Asstt. Prof.	Member
6	Noor Islam	G.S. MCSU	Member
7	Shbnam Kowsara	Secy. Girls Common Room	Mmber

Attested

Principal
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P.O. Murazar
Hojai (Assam)


Principal
Murazar College
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)



Transparent mechanism for timely redressal of students grievances including sexual harassment and ragging cases of GRC.

Grievances Redressal Cell

Introduction:

The grievance Redressal cell aims to look into the complaint lodged by any student and redress it as per requirement. The student can state their grievance regarding any academic and non academic matter within the campus through the online or offline via complaint box. The institution aims at solving the grievances of the students within stipulated time.

Objectives:

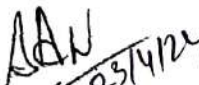
The grievance redressal cell has been developed to settle the grievances of the students and other stakeholders within a reasonable time period for further strengthening the bond of the students with the institution by providing them with all kinds of facilities to a satisfaction level for maintaining a convenient ambience of academic teaching and learning.

Mechanism of the function of GRC:-

- (i) The GRC shall consider only individual grievances of specific nature of students and staffs.
- (ii) The GRC shall not consider any grievance of collective nature raised collectively by more than one employee.
- (iii) On receiving the complaint, the committee will decide the merit of case regarding scope of further discussion, investigation and act promptly.
- (iv) The GRC shall consider redressing of grievances within within a reasonable time.
- (v) The cell will give report to the authority about the cases attended to and seek guidance from the higher authority if required.

4. Procedure for lodging complaint:

- I. The students can lodge their grievance through online mechanism in the link provided below:
- II. <https://forms.gle/2Ge4rYMVN2nb7hQr7> for lodging grievance.
- III. GRC will act upon those cases which have been forwarded along with necessary documents.
- IV. The students may feel free to drop the writing of the grievance in the complaint box.
- V. The students are also advised to lodge any complain to the principal of the college.


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Ref. No.

Date : 19/10/2023

STUDENTS GRIEVANCE REDRESSAL COMMITTEE (SGRC)

As per University Grants Commission (Redressal of grievance of Students) Regulations, 2023) and the Director of Higher Education, Assam, order no Eef No: 392144/2 dated kahilipara, 9th October, 2023 for establishment of Student Grievance Redressal Committee with the objective to provide opportunities for redressal of certain grievance of students already enrolled in as well as those seeking admission to the college and a mechanism thereto the important responsibilities of the Committee.

The Members of the Students Grievance Redressal Committee for the academic year 2023-24 & 2024-25 are as follows:

Sl No	Name	Designation	Position
1	Dr Sayed Ahammed Ali	Principal	Chairperson
2	Dr. Abdus sattar	Asstt. Prof.	Teaching Faculty, Member
3	Altaf Hussain	Asstt. Prof.	Teaching Faculty, Member
4	Oliur Raman Patowary	Asstt. Prof.	Teaching Faculty, Member
5	Mrs Sunita Bordoloi	Asstt. Prof.	Teaching Faculty, Member (ST)
6	Jakariya Ahmed	Students Representative, 5 th Semseter	Special Invitee

Attested
Principal
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Principal
Murazar College
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Hojai (Assam)



Internal Complaints committee


The Internal Complaint Committee (ICC) has been formed strictly in accordance with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (No.14 of 2013). The committee addresses any complaints made by the students and staff members related to gender inequality or sexual harassment. The committee mostly accepts the complaints from the victim in written mode and keeps it confidential so that the victim in no way gets influenced to withdraw the complaints under the pressure of the offender(s). Any case of sexual harassment or assault in any forms is dealt strictly by the committee. The ICC addresses the issues on emergency basis and takes prompt action. Thus due to this quick redressal system the students and staff feels completely safe within the campus.

THE OBJECTIVE OF THE INTERNAL COMPLAINT COMMITTEE:

- To promote awareness about sexual harassment through educational initiatives those encourages and foster a respectful and safe campus environment
- To provide a neutral, confidential and supportive environment for victims of sexual abused (if any)
- To deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment
- To recommend appropriate punitive action against the guilty party
- To provide information regarding counselling and support services on our campus.
- To attain zero tolerance policy on sexual harassment

THE RESPONSIBILITY OF THE INTERNAL COMPLAINT COMMITTEE:

- The complaint will have to submit an application duly signed, addressing to the Convener of the Committee.
- A meeting will be called immediately where the members of the Committee will discuss the complaint.
- If the case comes under the purview of the committee, an enquiry committee will be set up.
- The Committee will submit a report to the Principal and also recommend the nature of action to be taken after discussion with the Principal.


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murazarcollege@gmail.com

Ref. No.

Date : 15-06-2023

Internal Complaints Committee (ICC)

In pursuance of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee (ICC) of the College is constituted as under to deal with complaints relating to Sexual harassment at the work place.

This is for information to all concerned that the Internal Complaints Committee, Murazar College, Murazar, has been reconstituted with the following office bearers:

Sl No	Name	Designation	Position
1	Dr. Sayed Ahammed Ali	Principal	Chairman
2	Dr. Badrul Alom Chowdhury	Asst. Prof.	Presiding Officer
3	Abdur Sattar	Asst. Prof.,	Member
4	Mahbubar Rahman	Asst. Prof.	Member
5	Afzal Hussain	Asst. Prof.	Member
6	Jamal Ahmed	Sr. Asst.	Member
7	Joynal Abedin	Member Guardian	Local Member
8	Riajul Islam	Student 5 th sem	Student Member

Attested

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Ref. No.

Date : 23/04/24

CRITERION 5 – Student Support and Progression

Key Indicator: 5.1 Student Support

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Findings of DVV	HEI Response
2. Provide Circular/web-link/ committee report Justifying the objective of the metric	2) The Circular/web-link/ committee report justifying the objective of the metric is attached.


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Ref. No.

Date : 23/4/24

**Circular/web-link/ committee report
justifying the objective of the metric**



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Ref. No.

Date : 23/4/24

ANTI- RAGGING COMMITTEE



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murazarcollege@gmail.com


Ref. No.

Date : 18-06-2018

CIRCULAR

It is hereby informed to all the teaching and non-teaching staff of Murazar College that a meeting will be held for formation of Anti- Ragging Committee on 20th June 2018 in Teachers Common Room at 2 P.M.

Attested
Principal 22/6/24
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)


Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
Principal
Murazar College



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murazarcollege@gmail.com

Ref. No.

Date : 14-08-2018

CIRCULAR

It is hereby informed to all the members of Anti Ragging Committee of Murazar College that a meeting will be held for awareness programme on Anti- Ragging on 16th August 2018 in Teachers Common Room at 2:30 P.M.


Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
Principal
Murazar College



Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)



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Ref. No.

Date : 15-06-2019

CIRCULAR

It is hereby informed to all the teaching and non-teaching staff of Murazar College that a meeting will be held for formation of Anti- Ragging Committee on 17th June 2019 in Teachers Common Room at 2 P.M.

Attested
[Signature]
Principal 23/4/24
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

[Signature]
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
Principal
Murazar College



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Ref. No.

Date : 19-08-2019

CIRCULAR

It is hereby informed to all the members of Anti Ragging Committee of Murazar College that a meeting will be held for awareness programme on Anti-Ragging on 20th August 2019 in Teachers Common Room at 2:30 P.M.

Attested
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
19/08/2019

Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
Principal
Murazar College



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Ref. No.

Date : 19-11-2020

CIRCULAR

It is hereby informed to all the teaching and non-teaching staff of Murazar College that a meeting will be held for formation of Anti- Ragging Committee on 20th November 2020 in Teachers Common Room at 2 P.M.

Attested
[Signature]
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

[Signature]
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

**Principal
Murazar College**



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murazarcollege@gmail.com

Ref. No.

Date : 04-08-2021

CIRCULAR

It is hereby informed to all the teaching and non-teaching staff of Murazar College that a meeting will be held for formation of Anti- Ragging Committee on 5th August 2021 in Teachers Common Room at 2.30 P.M.

Attested
[Signature]
Principal 23/4/24
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

[Signature]
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
**Principal
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Ref. No.

Date : 17-09-2022

CIRCULAR

All the members of the Anti- Ragging Committee are requested to attend the meeting on 19th September 2022 at 2.30 P.M for discuss regarding the awareness programme on Anti-Ragging.

Attested
[Signature]
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

[Signature]
Principal
MURAZAR COLLEGE
P.O. Murazar
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**Principal
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murazarcollege@gmail.com

Ref. No.

Date : 04-08-2023

CIRCULAR

It is an important of all the members of the Anti- Ragging Committee that a meeting will be held on 5th August 2023 at 2.00 P.M in the Staff room to discuss regarding the awareness programme on Anti-Ragging.

Attested

[Signature]
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

[Signature]

Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

Principal
Murazar College



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Ref. No.

Date :

STUDENTS GRIEVANCES AND REDRESSAL COMMITTEE



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Ref. No.

Date : 12-08-2021

CIRCULAR

It is general information to all the members of Students Grievances and Redressal Committee that a important meeting will be held on 14th August 2021 at 3 P.M at the Teachers Common Room. So all are requested to attend the meeting.

Attested
29/4/24
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)

SAH
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
Principal
Murazar College



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Ref. No.

Date : 22-08-2022

CIRCULAR

It is general information to all the members of Students Grievances and Redressal Committee that a important meeting will be held on 23rd August 2022 at 2.30 P.M. at the Teachers Common Room. So all are requested to attend the meeting.

Attested
Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)
22/8/22

Principal
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Ref. No.

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INTERNAL COMPLAINT COMMITTEE



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Ref. No.


Date : 13-06-2023

CIRCULAR

It is hereby informed to all the teaching and non-teaching staff of Murazar College that a meeting will be held for formation of Internal Complaint Committee on 15th June 2023 in Teachers Common Room at 2.00 P.M.

Attested

Principal
MURAZAR COLLEGE
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Ref. No.

Date : 26-04-2024

ANTI- RAGGING COMMITTEE

https://murazarcollege.org/upload/anti_ragging/1707478521.pdf

STUDENTS GRIEVANCES AND REDRESSAL COMMITTEE

<https://murazarcollege.org/upload/cell/1708509687.pdf>

INTERNAL COMPLAINT COMMITTEE

<https://murazarcollege.org/upload/cell/1713875501.pdf>

Principal
MURAZAR COLLEGE
P.O. Murazar
Hojai (Assam)



Office of the Principal
MURAZAR COLLEGE

P.O. Murazar : Pin : 782439, Dist. Hojai : Assam
Estd. 1989

Permanently affiliated to Gauhati University, Guwahati

Dr. Sayed Ahammed Ali, M.A., Ph.D.
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Ref. No.

Date : 23/4/24

CRITERION 5 – Student Support and Progression

Key Indicator: 5.1 Student Support

NAAC DVV CLARIFICATION

Metric ID	Deviations details
5.1.4	The Institution has a transparent mechanism for timely redressal of studentgrievances including sexual harassmt and ragging cases

The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassmt and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organization wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Findings of DVV	HEI Response
3. Provide Statutory regulations/ norms of UGC/ SRA	3) Statutory regulations/norms of UGC/SRA is attached

(Signature) 23/4/24
Principal
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Ref. No.

Date : 26-04-2024

ANTI- RAGGING COMMITTEE

https://murazarcollege.org/upload/anti_ragging/1713874722.pdf

STUDENTS GRIEVANCES AND REDRESSAL COMMITTEE

<https://murazarcollege.org/upload/cell/1713875138.pdf>

INTERNAL COMPLAINT COMMITTEE

<https://murazarcollege.org/upload/cell/1713875352.pdf>


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