

## **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the last five years**

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Specific facilities provided for women

(a) Safety and Security



**Criterion VII - Institutional Values and Best Practices (100)**
**Key Indicator - 7.1 Institutional Values and Social Responsibilities (50)**
**7.1.1. Measures initiated by the Institution for the promotion of gender equity during the last five years.**

**Safety & Security**  
**( Following Facilities and Processes are implemented for the Safety & Security on Campus)**

Sr. No.	Particulars
1	Faculty Code of Conduct
2	Anti-Ragging Policy
3	Women Welfare & Sexual Harassment Eradication Cell
4	Grievance Redressal Policy
5	MU CCTV Camera Details
6	Security Gard
7	Fire Safety & Security
8	Fire extinguishers
9	Earmarked lift for Female students
10	Alarm based lift system
11	Medical Room
12	Ambulance Services
13	The Helmet - SOP & Geo-Tagged Photographs
14	MU Vehicle Stickers
15	<b>Awareness Seminars</b>
a.	Event Report on Menstruation Seminar
b.	Expert Session - Fundamental Rights
c.	Debate Competition: "Technology Is Responsible For Erosion Of Social Values, Resulting In Increasing Crimes Against Women"
d.	Report of the Talk on Cyber Crime Solutions and it's legal rights for women
e.	Cyber Safe Abhiyan
f.	Poster Making Competition on Anti-Ragging competition
g.	Report on "Expert Talk on Breast Cancer Awareness"

*Sujodeja*  
**Registrar**  
**Marwadi University**





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# Code of Conduct

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## **INCEPTION**

In 2007-08 the availability of world class academic facilities in Saurashtra region were sparse which encouraged Marwadi Group, Rajkot with righteous and competitive endeavors to inaugurate Marwadi Education Foundation's Group of Institutions by offering Technical and Professional UG & PG courses like B.E, MBA and MCA.

The Institute is promoted by Marwadi Shares and Finance Ltd., India's leading brokerage and financial service provider which has consistently ranked amongst the top 10 performers in BSE in the equity segment and Chandarana Intermediaries Brokers Pvt. Ltd., a leading firm dealing in technical and arbitrage trading in Indian stock markets.

Commitment to provide best and industry relevant education received an overwhelming trust from the society and in order to blend Engineering with Science and support them through Management and Law disciplines and have multi disciplinary course offerings in Science, Commerce, Arts, Health, Management and Engineering, Marwadi Education Foundation proposed to establish "Marwadi University" in the Year 2016.

Marwadi University bill was introduced and passed in Gujarat Assembly and the University was established under Gujarat Private University Act No.9 of 2016 vide notification No. GH/SH/18/GPU/2016/47/KH-1 dated: 9th May 2016.

### **Our Vision**

To foster an environment that empowers people, organizations and societies through education, ideas, research and training.

### **Our Mission**

- To provide quality education and thereby bring social transformation
- To create leaders through innovation and entrepreneurship
- To cultivate the culture of research advancements
- To imbibe universal consciousness
- To stimulate growth through industrial and international partnerships

### **Our Core Values**

#### **LEADER**

- **L**ifelong Learning
- **E**mpathy
- **A**daptability
- **D**iversity
- **E**mpowerment
- **R**espect



## OBJECTS OF THE UNIVERSITY

The objects of the University shall be to create, organize, preserve and disseminate knowledge in the fields of science, technology, humanities, social sciences, education, management, commerce, law, pharmacy, healthcare and any other field for the advancement of mankind in particular. The University shall also have following objectives, but shall not be limited to;

1. To collaborate with other recognized universities, research institutions, industries, government and non-government organizations of the country and abroad towards the fulfillment of the university objectives.
2. To pursue any other objective as laid down under relevant guidelines of the central government or state government in that regard, from time to time.
3. To offer joint degree programs jointly with other degree granting institutions; both, Indian or Foreign, provided that such institutions is/are properly accredited in their home country & with the prior approval of the State Government and UGC.

## INTRODUCTION – CODE OF CONDUCT

The Code of Conduct is intended to facilitate and defend the University's primary objective of promoting intellectual research and guaranteeing the holistic development of its main components in a safe and secure learning environment. It also ensures the protection of persons, properties, and processes that support the University and its mission. The University is ethically accountable to students and other stakeholders, and it works to improve their experience by allowing them to teach and study on campus without interruption. To succeed in this endeavor, rules, and regulations must be in place to ensure order and discipline while also delineating the limitations of these liberties.

A student must behave in a responsible and appropriate manner after they have been admitted to the courses offered by the University. Academic integrity and honesty are expected from students, as is respect for the rights of fellow students and property of other members of the academic community. The University expects its students not to engage in any conduct that may interfere with the functions of the University or endanger the health, welfare, or safety of other people, whether inside or outside the campus grounds.

Upholding policy describes Marwadi University's standardized processes and policies for all students enrolled in various programs at the university. All students must understand that it is their responsibility to follow this Code of Conduct (hence referred to as **“Code”**) and the rights, obligations, and constraints that it entails. Marwadi University has developed this Code of Conduct (**“Code”**) as a set of standards of student behavior and conduct that help maintain a campus environment where ideas are freely exchanged, University property and processes are respected, and conflicts are peacefully resolved.



## SCOPE

The Code is applicable to all the stakeholders i.e. students, teachers, administrators and other staff members.

## OBJECTIVE

The aim of education is the intellectual, personal, social, and ethical development of the individual. Educational process is ideally conducted in an environment that encourages reasoned discourse, intellectual honesty, openness to constructive change, and respect for the rights of all individuals. Self-discipline and respect for the rights of others in the University community are necessary for the fulfillment of such goals.

1. The Code of Conduct is designed to promote this environment at the University.
2. It sets forth the standards of conduct expected from all stakeholders who choose to join the University community.
3. A university may respond to violations of these standards with educational interventions or disciplinary sanctions.

These objectives are further outlined in the Vision, Mission & Core Values of the University. The Code is intended to provide an educational and socially just framework to address allegations of prohibited conduct.



## APPLICATION & JURISDICTION: GENERAL MISCONDUCT - STUDENTS

1. The University shall have authority over the conduct of students connected with/enrolled with the University and shall take notice of all acts of misbehavior, including incidences of ragging or otherwise, occurring on campus or in connection with related activities and functions.
2. The University may additionally exercise jurisdiction over off-campus conduct that violates the ideal student conduct and discipline as outlined in this Code as well as other regulations as if the conduct had happened on campus, which shall entail:
  - a. Any violation of any sort pertaining to the Indian Penal Code.
  - b. Physical assault, Verbal Violence, Threats of violence, Threats of Physical Violence or conduct endangering the health or safety of any individual, including the other University students.
  - c. Carrying or use of weaponry, explosives, or destructive devices
  - d. Production, sale, or distribution of forbidden products, narcotics, alcohol, and so forth.
  - e. Any infringement of the University's Sexual Harassment Policy against other University students.
  - f. Any conduct that has a negative impact on or is a disturbance to individuals of the off-campus community.
  - g. Ragging in any form is prohibited on the premises of Marwadi University Campus.
  - h. Violation of Marwadi University policies causing threat to academic integrity.
  - i. Unauthorized forgery, alteration, destruction, abuse, or possession of Marwadi University documents, including but not limited to Institute identity cards or records. Forgery of applications for financial assistance, admission, course modifications or course credit, copying, use or alteration of parking permits, alteration or abuse of transcripts, student identity cards, and so on are all examples of violations.
  - j. Attempted or actual theft or possession of private or Institute property.
  - k. Unauthorized use of private or institute facilities including, but not limited to telephone, internet, computing equipment and accessories, and any mode of communication.
  - l. Possession, duplication, or use of keys to any Marwadi University premises without authorization; entry or use of Institute premises without permission.
  - m. Violation and/or sabotage of safety systems, including but not limited to, the below-listed behaviors as well as any other behavior prohibited by the Institute authority.
    - Unauthorized use, abuse, or interference with fire protection equipment or other safety equipment could result in death, injury, or substantial property damage.
    - Intentional setting off of false firealarms.
    - Bombthreatsorsimilarthreatsinvolvingdangerousdevicesorsubstances.
    - Behaviour that constitutes a significant fire hazard.
    - Unauthorized possession or use of any material or substance that constitutes a significant health hazard.
3. Organization or participation in activities that are in violation of Marwadi University policy related to demonstrations and/or assemblies.

4. Discriminations against any member of the Marwadi University community, or a visitor, through biased or prejudicial behaviors related to the person's race, color, nationality, sex, religion, disability, age, or sexual orientation.
5. Harboring or bringing a pet on Marwadi University premises in violation of Institute policy.
6. Gambling for money or other items of value on Marwadi University premises; including but not limited to, playing cards or other games of chance or skill for money or other items of value.

The University shall consider the seriousness of the alleged offense, the risk of harm involved, whether the victim(s) are members of the campus community, and/or whether the off-campus conduct is part of a series of actions that occurred both on and off-campus when determining whether or not to exercise such off-campus jurisdiction in the situations enumerated above.

### **MAINTENANCE OF DISCIPLINE AMONG THE STUDENTS OF THE UNIVERSITY OR CONSTITUENT INSTITUTES / COLLEGES**

For all issues relating to student's discipline, conduct and behavior; the Dean of the Faculty shall be reported. The Dean of the Faculty, upon receiving any information about misconduct or improper behavior or violation of the discipline by any student, shall immediately take appropriate action and do necessary damage control at earliest to curb any such incidence and its reoccurrence. The Dean of the Faculty shall also ensure that proper students welfare initiatives are undertaken so as to the instances of misconduct or improper behavior or violation of the discipline are restricted to least. The Dean shall also ensure that proper anti-ragging guidelines are in place and are implemented at all levels and safety of women at the university is also ascertained. If thought to be necessary, Dean may constitute a committee constituting Provost, Registrar and Head of the Department of university for specific instance of misconduct or improper behaviour or violation of the discipline at the university with the consultation of president and take further appropriate action. This committee can impose penalty up to cancellation of admission for student improper behavior or violation of the discipline.

### **CREATION OF COMMITTEE FOR IMPROVING THE ACADEMIC LIFE OF THE UNIVERSITY**

For any issue in relating to the overall efficient functioning of the University, relevant issue based committees shall be constituted by the President or the Provost as the case may be from time to time. The committee shall not take any decision bypassing the statutory provisions issued by the competent authority like UGC, AICTE, etc.



## **GUIDELINES OF CONDUCT – FACULTY & STAFF MEMBERS**

### **I. National Interest.**

The University is committed in all its action to promote quality education and shall neither engage in any kind of activities that would not adversely affect objective, nor shall undertake any project which will harm national interest.

### **II. Use of MU Brand.**

The use of Institute's brand, logo and trademark shall be governed by manuals, codes and agreements as issued by the Management of University. No employee or joint venture shall use the MU brand for any purpose without specific authorization.

### **III. Group Social Responsibility.**

Social responsibility describes the way we are making a difference to the social and economic well being of our communities through our teaching, research, public events and activities. The Group Social responsibility is aimed at anticipating and meeting relevant, emerging needs of the society in the areas of Education, Community Service, Health & Hygiene and livelihood. The Institute encourages its employees to actively participate in CSR activities.

### **IV. Marketing practices.**

The institute has developed its own strength in Infrastructure, Faculty pool, world class Library and much more valuable things which benefits students in shaping up their career and future. It shall show case its developed strength in the educational market to attract students to join University and undertake studies and research. The educational practices and services shall be marketed on its own merit and shall not make unfair and misleading statements about competitor's practices.

### **V. Quality Education.**

The deliverance of quality education at the delivery end i.e. institutional and at the receiving end i.e. students is at the utmost priority and is the need of the hour. University is committed to deliver quality education with world class infrastructure and methods. It will also strive to match-up and keep up the standards in accordance to National and International levels.

### **VI. Equal Opportunity.**

The Institute will ensure that all employees and potential employees of MU are treated equitably and fairly, regardless of their race, sex or disability. Everyone has equal chance when applying for employment or role elevation, training opportunities and in their working conditions. The following activities shall be conducted in a uniform manner;

- I. Recruitment procedure and selection criteria, for appointment or engagement of a person as an employee.
- II. Promotion of an employee.
- III. Training and staff development of an employee.
- IV. Terms of employment or any other employee related activity.

**V. Accurate and complete accountability.**

The fixed assets and the funds of Institute are for the ease and to be used for developmental activities of employees which in turn should be solely for the benefit of the institute. No false or fictitious entries shall be made in the books, records, accounts for any reason. No payment or transfer of funds or assets (such as tangible and intangible) shall be made for any purpose other than what is specifically authorized or is clearly within the discretion granted by the institute. Employees are responsible for accurate and timely record keeping for all Institute's assets, liabilities, revenues and expenses in compliance with accepted accounting rules and controls. All books, records and documents must accurately and completely describe the transactions.

**VI. Settlement of expense.**

Employees shall settle all the incurred financial expenses on account of travel or any other expenses incurred on behalf of the Institute as per the guidelines stipulated in policies.

**VII. Protection of Intellectual property.**

Intellectual property refers to creations of the mind, inventions, artistic works, symbols, names and images used in commerce. Copyright of all such inventions and the intellectual property rights over the same shall vest with the Institute.

**VIII. Confidentiality and Non-disclosure.**

During the course of employment at the University, by virtue an employee will be equipped with the confidential data. He / She shall ensure that information available to them are kept strictly confidential and shall not disclose to any party except to the extent necessary for the purpose of due performance of her/his service / discharge of her/his duty to the University.

**IX. Public Representation.**

No employee shall, without the consent of the competent authority, call for press meets, brief the press or speak to the media or participate in discussions, forums etc. in the media, to discuss any issues related to the activities of the university or future prospects or projections of the university.

**X. Political Activity.**

No employee shall involve in any political activity directly or indirectly.

**XI. Using the Internet, Intranet and E-mail.**

- I. Employees shall refrain from using computers for sending, receiving or copying inappropriate material.
- II. Employees will ensure that the transmission of information via communication and information networks and devices are made only if authorized to do so and in accordance to the stated protocols.
- III. Employees will avoid sharing, recording of passwords among colleagues which can be misused.
- IV. The department monitors the use of these networks and devices, and an employee may be called upon to explain her/his use of them

**APPLICABILITY**

- I. All the employees of University including the employees on contract.
- II. Employees are the representatives of the University and hence are expected to maintain the secrecy of confidential data and should be shrewd in dealings.
- III. The employees are expected to use sound reasoning and good judgment in handling the situation in the larger interest of the institute and its values.



## TOBACCO FREE EDUCATIONAL INSTITUTION

1. Display a signage “Tobacco Free Educational Institution”. Also a board displayed outside the gate highlighting that possessing, selling or consuming tobacco, in campus or upto 200 meters from campus is an offence.
2. Adequate number of signage for all to see and understand the implication of consuming tobacco.
3. Innovation or adapting the display according to the capacity and content should convey the correct intended message. The signage to be in the language of the Institution (English) and in the local language as well.
4. The signage should be displayed at prominent places outside and in the premises such as on the boundry wall, the main entrance, the official notice boards and any such place where the management think that these would communicate the intended message effectively.
5. It is to be noted that Head of the Institution is also authorized to collect fine for violation of section 6(b), sale of tobacco products within 100 yards of an educational institution.
6. MU will also monitor that even tobacco substitutes such as e-cigarettes and the like devices viz. Heat-not-Burn devices, Vape, e-Sheesha, e-Nicotine flavored hookah is not used in the campus.



## GUIDELINES ON USAGE OF LIBRARY RESOURCES

Library supports the academic and research needs of any institute. After undergoing various processes of identifying, evaluating, procuring, library makes these learning resources available to the faculty and students for their learning, teaching or research.

### Issue / Return process

Issue and Return of library lending materials is the routine operation of any library. Proper assistance through sequence of activities to be followed like:

### While Issuing Book

- Books Issuing on Self kiosk through Face detection, Fingerprint scan or Institute provided username (roll no. or employee code) and Password.
- Quickly go through the book and the pages for any damage.
- Return date stamp done by library staff and inform users about the same.
- Library staff confirms the details into Issue confirm screen.

### While receiving the books

- Quickly go through the book and the pages for any damage
- Check Due dates for required action.
- If overdue, User can pay the penalty through online or offline. Payment receipt is provided to users.
- The received library resources are sent to Stack for Shelving

### Borrowing privileges for Faculty / Students / Staff

Borrowing privileges of different users are as follows:

#### Students

Sr. No.	Designation	Items	Duration	Penalty
1	UG Students + Diploma Students	Books	3 Books for 15days	5 Rs. Per Day
		Reference Books	1 Book for Overnight	5 Rs. Per Day If student not returns before 12.00 pm
		Journals Back Volumes	1 Back Volume for three Days.	5 Rs. Per Day
		Audio Video Materials	Student can copy these Materials within the Library Premises.	N.A.
2	PG Students	Books	4 Books for 15days	5 Rs. Per Day

		Reference Books	1 Book for Overnight	5 Rs. Per Day If student not returns before 12.00 pm
		Journals Back Volumes	1 Back Volume for three Days.	5 Rs. Per Day
		Audio Video Materials	Student can copy these Materials within the Library Premises.	N.A.
3	Pharmacy + Physiotherapy + Law + Science Students	Books	2 Books for 15days	5 Rs. Per Day
		Reference Books	1 Book for Overnight	5 Rs. Per Day If student not returns before 12.00 pm
		Journals Back Volumes	1 Back Volume for three Days.	5 Rs. Per Day
		Audio Video Materials	Student can Copy these Materials within the Library Premises.	N.A.

### Teaching Staff

Sr. No.	Designation	Items	Duration	Penalty
1	Provost	Books	30 Books for 1 semester	N.A.
		Reference Books	5 Books for 1 Week.	N. A.
		Journals Back Volumes	5 Back Volumes for 1 week.	N.A.
		Audio Video Materials	5 CDs/DVDs for 1 Week.	N.A.
2	DEAN	Books	25 Books for 1 semester	N.A.
		Reference Books	3 Books for 1 Week.	N. A.
		Journals Back Volumes	3 Back Volumes for 1 week.	N.A.
		Audio Video Materials	3 CDs/DVDs for 1 Week.	N.A.
3	Professor and Associate Professor	Books	25 Books for 1 semester	N.A.
		Reference Books	2 Books for 1 Day.	N. A.
		Journals Back Volumes	2 Back Volumes for 3 Days.	N.A.
		Audio Video Materials	2 CDs/DVDs for 1 Week.	N.A.



4	Faculty (Asst. Prof.)	Books	20 Books for 1 semester	N.A.
		Reference Books	1 Book for Overnight.	N. A.
		Journals Back Volumes	2 Back Volumes for 3 Days.	N.A.
		Audio Video Materials	2 CDs/DVDs for 1 Week.	N.A.
5	Proterm Faculty	Books	15 Books for 1 semester	N.A.
		Reference Books	1 Book for Overnight.	N. A.
		Journals Back Volumes	2 Back Volumes for 3 Days.	N.A.
		Audio Video Materials	2 CDs/DVDs for 1 Week.	N.A.
6	Teaching Assistant	Books	10 Books for 90 days i. e. 3 months	N.A.
		Reference Books	1 Book for Overnight.	N. A.
		Journals Back Volumes	2 Back Volumes for 3 Days.	N.A.
		Audio Video Materials	2 CDs/DVDs for 1 Week.	N.A.
7	Visiting Faculty	Books	Not Allowed.	N.A.
		Reference Books	Not Allowed.	N. A.
		Journals Back Volumes	Not Allowed.	N.A.
		Audio Video Materials	Not Allowed.	N.A.
8	Staff	Books	5 Books for 30 days i. e. 3 months	N.A.
		Reference Books	1 Book for Overnight.	N. A.
		Journals Back Volumes	2 Back Volumes for 3 Days.	N.A.
		Audio Video Materials	2 CDs/DVDs for 1 Week.	N.A.

**All General collection Issued for 15 days only.**

## **RAISE YOUR CONCERNS – DIRECT TO PROVOST & DIRECT TO PRESIDENT**

The principal objective of this **Direct to Provost & Direct to President** policy is to encourage and enable University representatives, without the fear of retaliation, to raise concerns regarding suspected unethical or illegal conduct of practices on a confidential and, if desired, anonymous basis, so that the University can address and correct inappropriate conduct and actions. The University will exercise its authority to take whatever action may be needed to prevent and correct activities that are found to constitute wrongful conduct.

### **SCOPE**

The policy shall apply to and cover all faculties, staff, students and other stakeholders of the Institute. Faculty includes permanent, adjunct, visiting and guest faculty members. Staff includes permanent and outsourced workers. Other stakeholders include alumni, parents of the students, official visitors, vendors, consultants and institutional collaborators.

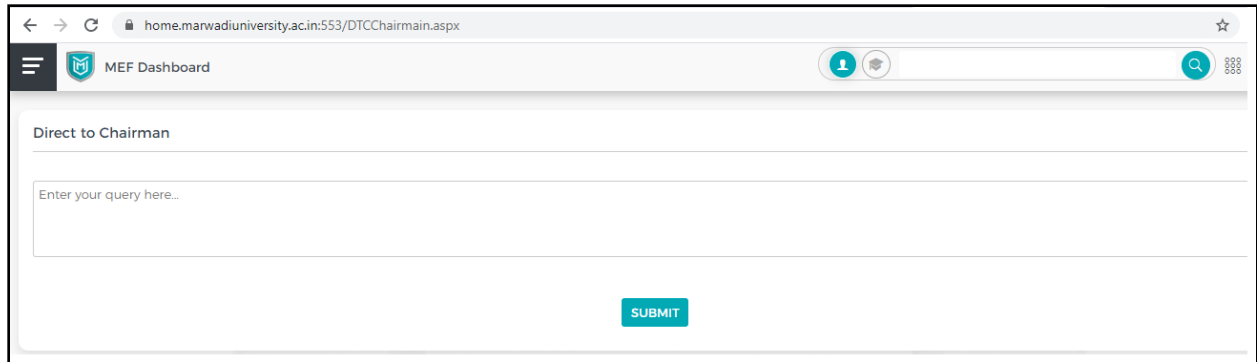
This Policy is specifically meant to govern any disclosure of information which is in the public interest and in the reasonable belief of the person making the disclosure sufficiently indicates any one or more of the following **‘Serious Violation’** in relation to the Institute, including its teaching areas, departments and its activities:

- i. Academic or professional malpractice
- ii. Failure to comply with any laws or legal obligations
- iii. Failure to comply with Regulations or Ordinances or any other applicable rules of the Institute
- iv. Impropriety in official actions or ethical violation
- v. Corruption or bribery and the related seeking/offering special favours
- vi. Endangering health and safety
- vii. Causing damage to environment
- viii. Criminal activity
- ix. Any attempt to commit, conceal, or misrepresent on any of the above.

The information being disclosed, and any allegation being made thereof, must be substantially true and contain verifiable details to the extent feasible so as to enable any further progress in the matter.

### **Process of Reporting**

Any person coming within the scope of this policy is encouraged to, in good faith, promptly disclose information about any “Serious Violation” in relation to the Institute. Such disclosure of information may be done in writing by exercising the option **“Direct to Provost & Direct to President”** available in Employee Login under HR Tab.



The screenshot shows a web browser window with the URL `home.marwadiuniversity.ac.in:553/DTCChairmain.aspx`. The page title is "MEF Dashboard". The form contains a "Direct to Chairman" link, a text input field with the placeholder "Enter your query here...", and a "SUBMIT" button.

The Provost of Marwadi University shall be the ***“Designated Person”*** to attend the information disclosed. In all instances of disclosure of information relating to any ‘Serious Violation’, the ‘Designated Person’ shall undertake a preliminary review of the matter and decide whether or not it should be referred to the concerned Disciplinary Authority of the Institute for any further necessary action. Upon such a referral, the concerned Disciplinary Authority of the Institute shall proceed to review the facts of the matter, and if found necessary, set up an enquiry committee to investigate the matter and to recommend the action to be taken, if any.

## **CONFIDENTIALITY & ASSURANCES**

The University takes seriously its responsibility to enforce this Policy, therefore the Institute shall treat all disclosures made, and the identity of the Individual raising the Concern, with utmost confidentiality. The Institute shall neither undertake any adverse measure, nor allow any form of victimization of the Individual. Further, Marwadi University shall ensure that the Individual is not victimized, or punished, based merely on the grounds of making this disclosure.

## **PROCEDURE FOR ARBITRATION IN CASE OF DISPUTES BETWEEN EMPLOYEES OR STUDENTS AND THE MARWADI UNIVERSITY**

### **ACTION AGAINST TEACHERS AND OTHER STAFF**

- (1) Where there is an allegation of misconduct against a teacher, the Provost shall constitute an Honour Committee and, if necessary, based on the finding of the Committee, may later constitute an Inquiry Committee for the purpose.
- (2) The conduct of all the Staff (teaching and non-teaching), Management and administrative staff including all officers below the rank of Provost and Director General is based on Honour, Trust and Mutual Respect.
- (3) In case any member is accused of misconduct not confirming to the standards prescribed by all the stakeholders, an Honour Committee will be formed by amongst the teachers and non-teaching staff. The Honour Committee shall have upto five members. The accuser(s) and the member(s) accused of misconduct shall appear before the Honour Committee. The Honour Committee shall decide, based on representations and evidence presented before the Committee, whether there was an incidence of misconduct or not.
- (4) Based on the Honour Committee's report, the Provost may decide the course of action depending on the severity of the misconduct.
- (5) An appeal against any action taken by the Provost can be made to the President within 30 days from the date of receiving the communication of the action taken.
- (6) All disputes, legal matters in such cases shall be subject to the jurisdiction of the civil courts of Rajkot city.

### **ACTION AGAINST STUDENTS**

- (1) Where there is an allegation of misconduct against a student, the Dean of the concerned Faculty shall constitute a Disciplinary Committee and, if necessary, based on the finding of the Committee, may later constitute an Inquiry Committee for the purpose.
- (2) In case any student is accused of conduct and not confirming the standards prescribed by the university, a Disciplinary Committee will be formed by the Dean of the concerned Faculty. The Disciplinary Committee shall have up to five members. The Accuser(s) and the member(s) accused of misconduct shall appear before the Disciplinary Committee. The Disciplinary Committee shall decide, based on representations and evidence presented before the Committee, whether there was an incidence of misconduct or not.
- (3) Based on the Disciplinary Committee report, the Dean of the Faculty may decide the course of action depending on the severity of the misconduct.
- (4) An appeal against any action taken by the Dean can be made to the Registrar within 30 days from the date of receiving the communication of the action taken.
- (5) All disputes, legal matters in such cases shall be subject to the jurisdiction of the civil courts of Rajkot city.



## **MONITORING COMMITTEE**

A Monitoring Committee shall be formed at the University to monitor and oversee implementation of Code of Conduct at the University for students, teachers, administrators, non-teaching staff and other stakeholders. It will ensure to facilitate and defend the University's primary objective of promoting intellectual research and guaranteeing the holistic development of its main components in a safe and secure learning environment.

## **COMMITTEE COMPOSITION**

<b>Sr. No.</b>	<b>Name of Official</b>	<b>Designation</b>
1	Dean - Academics	Chairperson
2	Dean & Principal of Constituent Institutes	Member
3	Director-Placements & Corporate Relations, Career Development, HR	Member
4	(2) Student Representative	Member
5	(1) Hostel Student Representative	Member
6	Head of Administration	Member
7	Joint Registrar	Member Secretary

## **MEETING & ITS FREQUENCY**

The committee shall meet once in a year to oversee, suggest and formulate policies to attain the objectives of Code of Conduct.

The effectiveness shall be depending upon how frequently the activities are organized and directed, Hence a meeting shall be held regularly once in a Year to oversee, suggest and formulate policies to attain the objectives of Code of Conduct. The member shall be well informed of the purpose and background information of the meeting along with the agenda in order to engage meaningfully.

## **TERM OF MEMBERSHIP**

A Member shall be appointed for a term of Three Years. At the end of the term, member can be reappointed for another term of three years.

## **IMPLEMENTATION**

The recommendations and suggestions shall be put-up to Internal Quality Assurance Cell (IQAC) of Marwadi University for consideration. Upon discussions, deliberations and accord of IQAC, the recommendation shall be framed as policy/process for implementation at the Institute Level.



Marwadi  
UNIVERSITY

## ANTI – RAGGING POLICY





## 1. INTRODUCTION

We are proud of the fact that our Institute aims and maintains high standard of healthy and congenial academic environment that shall be free from the menace of ragging. Institute maintains that Ragging is unsocial, illegal and punishable offense and has been completely banned in any form.

The Hon'ble Supreme Court of India perhaps given a more comprehensive meaning of ragging as under:

**"Ragging is any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness to any student, indulging in rowdy or undisciplined activities which cause or likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely effect the psyche of a fresher or a junior student."**

## 2. ANTI-RAGGING POLICY

The policy encourages socialization of students to the academic environment of the institute, at the same time discourages senior students to get involved into any kind of negative activities which hampers the socio-academic integration. The anti-ragging policy therefore adopted by the institute aims at the following;

- a) Creating, developing and nurturing *conducive* academic environment among the students.
- b) Generating and maintaining a high *level* of confidence within new students and their parents to perceive that fresh entrants to the institute are welcomed rather than being harassed.
- c) To *devise* a system which discourages and prevents any negative acts by the seniors, which disrupts the enthusiasm and academic environment among the new students.
- d) To *devise* measures for any violation of "Anti-Ragging Policy" by way of stern disciplinary actions.





As per the Hon. Supreme Court & UGC/AICTE Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, our institute is strictly following the anti-ragging regulation. Anti-ragging committee and anti-ragging squads have been formed and keeping vigil to ensure that our campus is ragging free.

### **3. OBJECTIVES**

To prohibit 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, or indulging in rowdy or in-disciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or 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, 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; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

### **4. CONSTITUTES OF 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 indisciplined 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) exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g) 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;
- h) 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;
- i) 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.

## **5. MONITORING ASPECTS OF RAGGING**

### **5.1 : Anti-Ragging Committee**

An Anti-Ragging committee has been constituted at the institute level to monitor the various aspects related to menace of ragging. The ARC will have "Director-Technical campus" as the chairperson of the committee and the members will constitute from academic programs, student affairs and parents.

### **5.2 : Anti-Ragging Squads**

Anonymous random surveys will be carried out across first year students every fortnight, during first three months, at all the departments of the Institute, to verify and check, whether the campus is indeed free from "Ragging".







**6. ANTI – RAGGING COMMITTEE**

No.	Name	Department
<b>Chairman</b>		
1.	Prof. (Dr) Sandeep Sancheti	PROVOST
<b>Chief Members</b>		
2.	Dr. R. B. Jadeja	Dean – Faculty of Engineering
3.	Dr. R. Sridaran	Dean – Faculty Computer Applications
4.	Dr. Sunil Jakhoriya	Dean – Faculty of Management
5.	Dr. Rhishikesh Dave	Dean – Faculty of Law
6.	Col. Suresh Rajagopal	SVP – Admin
7.	Mr. R. K. Rathod	PSI – Kuwadwa Police Station
8.	Mrs. Brijrajba	WHC – Kuwadwa Police Station
9.	Mr. Naresh Jadeja	Registrar
<b>Chief Coordinator</b>		
10.	Mr. Nilesh Advani	International Cell
<b>Department Coordinators</b>		
11.	Dr. Siddharth Shah	Engineering
12.	Mr. Sunil Mashru	MBA
13.	Dr. Nongthombam Bangkim Singh	Law
14.	Dr. Ramesh Parmar	Pharmacy
15.	Mr. Smit Kacha	Diploma
16.	Dr. Kalyanee Jivrajani	Physiotherapy
17.	Ms. Mamta Jadwani	Architecture
18.	Dr. Mahendrapal Singh Rajput	Science
19.	Mr. Niraj Sheth	Computer Applications



*Niraj Sheth*  
Registrar  
Marwadi University





Committee also consists of Student and Parent department wise as follows:

- One Senior student
- One Fresher student
- One Parent

The committee consists of following students and parents,

No.		Name	Course	Department
1	Sr. Student	Mr. Priyank Vachchani	B.Tech Comp	Engineering
2	Jr. Student	Prithviraj sinh Jethva	B.Tech Civil	
3	Parent	Maheshchandra H Nakum	9925569494	
4	Sr. Student	Mohit Pathak	BCA	Computer Applications
5	Jr. Student	Rishabh Rathod	BCA	
6	Parent	Maheshbhai Rathod	-----	
7	Sr. Student	Sarvadaman Shukla	MBA	Management
8	Jr. Student	SHUBHAM AJAYBHAI AVLANI	BBA HON	
9	Parent	MRS. BHAKTI AJAYBHAI AVLANI	-----	
10	Sr. Student	MR. PRATYUSH KHANNA	BALLB HONS	Law
11	Jr. Student	MS. VARADA BHARAD	BALLB HONS	
12	Parent	MR.PRAVINBHAI LATHIGARA	-----	
13	Sr. Student	Mr. Madhav Sandeep Palan	B. Pharm.	Pharmacy
14	Jr. Student	Mr. RohanSamani	B. Pharm.	
15	Parent	Mr. SandeepbhaiPalan	-----	
16	Sr. Student	JOSHI SAUMYA	DIPLOMA-EL EC	Diploma
17	Jr. Student	Mirajkumar Malam	DIPLOMA COMPUTER	
18	Parent	MR. ASHVINBHAI JOSHI	-----	
19	Sr. Student	Hiren Chandnani	BPTTh	Physiotherapy
20	Jr. Student	Diya Thaker	BPTTh	
21	Parent	Mrs. Jalpaben Thaker	-----	
22	Sr. Student	Jay Lakkad	Architecture	Architecture
23	Jr. Student	Bhakti Maniyar	Architecture	
24	Parent	Gopalbhai Maniyar	-----	
25	Sr. Student	Dixit Chauhan	BSc Micro 4	Science
26	Jr. Student	Hasti Hareshbhai Kaneriya	MSc Micro 1	
27	Parent	Hareshbhai Chaganbhai Kaneriya	-----	

## 7. OBJECTIVES OF COMMITTEE

Anti Ragging committee is our apex body at institutional level to monitor measures for preventing, prohibiting and punishing activities of Ragging menace within and outside

*myday*  
Registrar  
Marwadi University



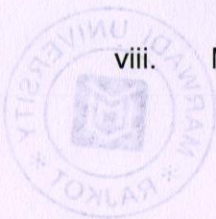


the campus in accordance with UGC regulations, Supreme court directives and provisions of state act. It is responsible for taking actions against those found guilty of ragging and/or abetting ragging, actively or passively or being part of a conspiracy to promote ragging.

- i. To control the menace of ragging and to make Marwadi University as ragging free & zero tolerance for Ragging.
- ii. To prevent the occurrence of ragging by following anti ragging measures in the institution.
- iii. To provide punishment to those indulging in ragging as per the guidelines.
- iv. To sensitize students, staff and parents to adopt measures that will prevent ragging.

#### **8. FUNCTION OF COMMITTEE**

- i. The MU has displayed Supreme court order of Anti Ragging on every notice board from the time of its inception.
- ii. Anti Ragging policy of MU is incorporated in the brochure along with the phone numbers of the Director, Dean and heads of the department.
- iii. Vigilance squads are constituted for guiding in vulnerable points inside and outside campus and to report any incidence of ragging to administration.
- iv. To display anti ragging posters in all the prominent places of the college.
- v. Regularly take affidavit from the parents and students.
- vi. Director, Dean & faculty have addressed all the students regarding ragging and its consequences time to time and in the induction programme and in the individual classrooms.
- vii. To install complaint boxes at various places which enable the students to pass on their complaints confidently.
- viii. Make available counselors with their phone numbers.

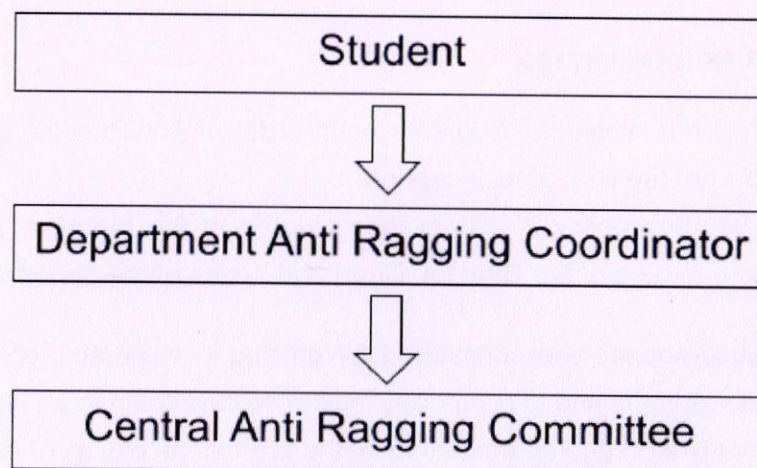




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**9. HIERARCHY FOR ANTI RAGGING COMMITTEE (FILING COMPLAIN AGAINST RAGGING)**

In order to file the complaint against any ragging activity, a proper hierarchy shall be followed in order to maintain the decorum of the institute. Student can directly approach Coordinator of Anti Ragging Committee at department level. After hearing from the student Department Coordinator of Anti Ragging can communicate further to the committee and necessary action can be taken care.

**Hierarchy to be followed**

**Actions :** Based on the inquire of Anti Ragging Committee, after receiving instructions from Anti Ragging Committee members, ANTI SQUAD will be informed to go through the case and submit the report, based on which proper or legal actions will be taken against the student who is involved in ragging.



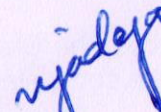




**10. ANTI RAGGING SQUAD**

No.	Name	Department
<b>Faculty Members</b>		
1.	Dr. Sarang Pande	Faculty of PG Studies
2.	Dr. Pinak Patel	Faculty of Engineering
3.	Mr. Amar Gandhi	Faculty of Management
4.	Mr. Nilesh Advani	Faculty of Computer Applications
5.	Mr. Kripal Gadhvi	Faculty of Law
<b>Non-Teaching Staff</b>		
1.	Mr. Pinto Mammen	Joint Registrar
2.	Mr. Nibesh Varghese	Assistant Registrar
3.	Mr. Kevaldan Gadhvi	Executive Officer
4.	Mrs. Minaxi Narwani	Executive Officer
<b>Hostel Wardens</b>		
1.	Mr. Amulya Kumar Sahu	Boys Warden
2.	Ms. Bulbul	Girls Warden

**Note :** It is to be noted that, Anti Ragging Squad will be in action only in the case of any ragging activity or any inquiry against any ragging incident. In other case, Central Committee members will be the active members of the same.

  
Registrar  
Marwadi University





## **11. ANTI RAGGING REPORTING PROCEDURE**

- i. If any individual believes that he or she has been subjected to 'Ragging' or has knowledge of any such incident, such person shall have option to file a complaint with the Chairperson ARC. This may be done in writing or orally. Written complaint is preferable.
- ii. Members of the ARC will also be available to discuss any concerns exhibited by any student or a group of students, about ragging.
- iii. All formal/informal complaints of "Ragging" may be made directly to Chairperson ARC as stated above.
- iv. After formal / informal complain received by concerned person, will be informed to committee members / squad for checking and details will be evaluated.
- v. If the person against whom, the complain is filed, found culprit, will be given punishment as per the decision taken by Chairperson of Anti Ragging Committee.

## **12. ADMINISTRATIVE ACTIONS IN THE EVENT OF RAGGING**

Although the nature of action may vary depending on the type of ragging activity. Some standard are followed as follows.

### **12.1 : ARC as Enquiry committee**

ARC will have a thorough investigation and will get the facts of the incident for all the reported cases of ragging. in such a way. so as to maintain confidentiality to the extent practicable under the circumstances.

The investigations should start maximum within three (03) days of reporting the incident and reports finalized by the ARC pinpointing the involvement of the accused along with recommendations relating to the punishment will be submitted to the competent authority maximum within a period of four (04) weeks.

In exceptional circumstances, the Chairperson ARC may grant extension to the time limit under information to the complainant and the accused.

### **12.2 : Process of Enquiry.**

The process of enquiry should be such to ensure that principles of natural justice are adhered to. The facts of the incident should be supported with the relevant proofs of incidents.

### **12.3 : Punishment / Penalties for "Ragging".**

Based on the report of enquiry submitted by the Anti Ragging Committee, the Chairperson ARC will recommend to the competent authority any of the punishments listed below or any other kind of punishment, which he/she may consider to be appropriate.

- i. Withholding scholarships / fellowship or other benefits.



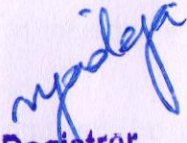




- ii. Debarring from appearing in test / examination or other evaluation process.
- iii. Debarring from representing the institution in any regional, national meet, tournament, youth festival etc.
- iv. Suspension from hostel.
- v. Cancellation of admission.
- vi. Suspension from the institute or class for a limited period.
- vii. Suspension from attending classes and academic privileges.

### **13. APPEAL**

Appeal with regards to any action taken against the accused at any level or against the punishment awarded under this policy, shall lie with the Director of the Institute, which should be filed within a period of two weeks from such an action or award of punishment.

  
**Registrar**  
**Marwadi University**







**AFFIDAVIT BY STUDENT**

I, \_\_\_\_\_, Enrollment No. \_\_\_\_\_  
\_\_\_\_\_ Year \_\_\_\_\_ Course \_\_\_\_\_  
Batch \_\_\_\_\_ having been admitted to Marwadi University,  
Rajkot. have received a copy of the Institute's anti-ragging policy. I had carefully read and  
fully understood the provisions contained in the said policy.

I have, in particular, perused clause 4 of the policy and am fully aware as to what constitutes  
ragging. I have also, in particular, perused clause of the policy and am fully aware of the  
penal and administrative action that is liable to be taken against me in case I am found  
guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote  
ragging.

I hereby solemnly aver and undertake that

- a) I will not indulge in any behavior or act that may be constituted as ragging under  
clause 4 of the policy.
- b) I will not participate in or abet or propagate through any act of commission or  
commission that may be constituted as ragging under clause 3 of the policy.

I hereby affirm that, if found guilty of ragging, I am liable to punishment according to  
clause II of the policy, without prejudice to any other criminal action that may be taken  
against me under any penal law or any law for the time being in force.

I hereby declare that I have not been expelled or debarred from admission in any  
institution in the country on account of being found guilty of, abetting or being part of a  
conspiracy to promote, ragging; and further affirm that, in case the declaration is found to  
be untrue, I am aware that my admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.



**SIGNATURE OF DEPONENT**

Name : \_\_\_\_\_





**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the day of \_\_\_\_\_ month of \_\_\_\_\_ year \_\_\_\_\_.

**SIGNATURE OF DEPONENT**

**Name :** \_\_\_\_\_

Solemnly affirmed and signed in my presence on this the day of \_\_\_\_\_ month \_\_\_\_\_ of year \_\_\_\_\_ after reading the contents of this affidavit.

**OATH COMMISSIONER**

**Name :** \_\_\_\_\_





**AFFIDAVIT BY PARENT/GUARDIAN**

I. Mr./Mrs \_\_\_\_\_ declare that. my ward  
Mr./Ms \_\_\_\_\_ enrolled in \_\_\_\_\_  
programme with Registration No \_\_\_\_\_ year \_\_\_\_\_ and Batch \_\_\_\_\_  
\_\_\_\_\_ having been admitted to Marwadi University, Rajkot. have received a copy  
of the institute's anti - ragging policy and had carefully read and fully understood the  
provisions contained in the said policy.

I have. in particular. perused clause 4 other policy and am aware as to what constitutes  
ragging. I have also. in particulars. perused clause 6 of the policy and am fully aware of  
the penal and administrative action that is liable to be taken against my ward in case  
he/she is found guilty of or abetting ragging. actively of passively. or being part of a  
conspiracy to promote ragging.

I hereby solemnly aver and undertake that

- a) My ward does not indulge in any behavior or act that may be constituted as ragging  
under clause 4 of the Regulations.
- b) My ward does not participates in or abets or propagates through any act of  
commission or commission that may be constituted as ragging under clause 4 of the  
Regulations.

I hereby affirm that. if found guilty of ragging. my ward is liable to punishment according  
to clause 11 of the Regulations without prejudice to any other criminal action that may be  
taken against my ward under any penal law or any law for the time being in force.

I hereby declare that my ward has not been expelled or debarred from admission in any  
institution in the country on account of being found guilty of: abetting or being part of a  
conspiracy to promote. ragging: and further affirm that. in case the declaration is found to  
be untrue. the admission of my ward is liable to be cancelled.

Declared this day of \_\_\_\_\_ month \_\_\_\_\_ year \_\_\_\_\_.

**SIGNATURE OF DEPONENT**

Name : \_\_\_\_\_







**VERIFICATION**

Verified that the contents of this affidavit by parent / guardian are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the day of \_\_\_\_\_ month of \_\_\_\_\_ year \_\_\_\_\_.

**SIGNATURE OF DEPONENT**

Name : \_\_\_\_\_

Solemnly affirmed and signed in my presence on this the day of \_\_\_\_\_ month \_\_\_\_\_ of year \_\_\_\_\_ after reading the contents of this affidavit.

**OATH COMMISSIONER**

Name : \_\_\_\_\_







**Complain Form against Ragging (to be filled by Student only)**

**Details of Accuser(s)**

Sr. No.	Enrollment No.	Student Name	Course

**Details of Offender (s)**

Sr. No.	Enrollment No.	Student Name	Course

**Details of Ragging :**

<b>Date and Time</b>	
<b>Location</b>	
<b>Description of activity</b>	<b>(Attach separate page if required)</b>





Signature(s)	
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## **POLICY ON PREVENTION OF SEXUAL HARASSMENT OF WOMEN**

### **PREAMBLE:**

**WHEREAS** in view of the right to dignity and protection of women against sexual harassment, and its recognition as Universal Human Right under various international conventions, instruments and protocols like United Nation's Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) as ratified by the Government of India

### **AND**

**WHEREAS** as per guidelines laid by the Hon'ble Supreme Court of India in Vishakha V State of Rajasthan [1997 (7) SCC 323] & Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 Marwadi University Rajkot is committed to develop an environment free of violence, harassment, exploitation in which the students, faculty and non-teaching staff can work together with dignity in an environment free of all forms of sexual harassment. As such, Marwadi University shall follow below guidelines for the prevention of sexual harassment of women at Marwadi University and for establishment of grievance redressal mechanism in this regard.

### **OBJECTIVE:**

In order to ensure that women on Marwadi University campus are free, fearless, secure and empowered and students, teachers, researchers, and non-teaching staff can work together in an environment free of all forms of sexual harassment on Marwadi University campus, this policy is laid down with following objectives:

1. To evolve a permanent mechanism for prevention and redressal of sexual harassment cases.
2. To develop an environment in the university that shall deter acts of sexual harassment and other acts of gender based violence.
3. To create awareness about the various forms of sexual harassment.
4. To ensure implementation of policy in letter and spirit through proper reporting of complaints and their follow up procedures.
5. To fulfill directive of Hon'ble Supreme Court of India enjoining that all employers develop and implement a policy against sexual harassment of women at workplace.

### **SEXUAL HARASSMENT' AT WORK PLACE SHALL MEAN:**

No women on the campus of Marwadi University shall be subjected to sexual harassment, including unwelcome sexually determined behaviour, physical touch, advances, sexually loaded remarks, showing pornography, sexual demand, request for sexual favours or any



other unwelcome conduct of sexual nature whether verbal, textual, physical, graphic or electronic, sexually coloured language or any other action, which may include and is not limited to:

1. Implied or overt preferential treatment in education, examination or employment.
2. Implied or overt threat of detrimental treatment in education, examination or employment.
3. Implied or overt threat about the present or future educational, examination or employment status.
4. Conduct which with work or creates an intimidating or or hostile work environment.
5. Humiliating conduct constituting health and problems.
- 6.

#### **INTERNAL COMPLAINTS COMMITTEE:**

An Complaints Committee (ICC) has been constituted to provide redressal of complaints related to sexual harassment and for matters connected therewith or incidental thereto. ICC is headed by a senior female employee, and more than 50 percent of the members are female. Members of ICC also have experience in social work or have legal knowledge and are nominated by the Vice Chancellor.

#### **COMPLAINT MECHANISM**

Reporting of complaint: Any staff, teaching, non-teaching or student may submit a written complaint of sexual harassment to the Chairperson or a member of the Complaints Committee. The complaint received shall be immediately forwarded to the of the ICC to initiate the process of inquiry, who in tum shall call a meeting of the Committee.

**Hearing of complaint:** ICC shall conduct a hearing of the complaint about sexual harassment. Quorum of the committee hearing a complaint shall be one half of the total membership. ICC may constitute an inquiry committee if it deems Strict of the matter has to be maintained by all during pendency as well as after conclusion of the case. During an inquiry and/or till final disposal of the matter, some interim measures may also be adopted to ensure that complainant is not or coerced to her disadvantage by the accused or any of his accomplices.

**Disposal of complaint:** By Invitation Chairperson of the ICC can cause to convene meeting or consultation amongst members of the committee ensuring the required quorum. After the Chairperson is satisfied that all the proceedings pertaining to particular complaint have been completed, she shall prepare a report on the matter along with recommendations of ICC, and submit the same to the Vice Chancellor within fifteen days of the receipt of a complaint.

#### **REDRESSAL**

- (i) **Action Taken pertaining to Marwadi University employees:**



Established Under Gujarat Private Universities Act No. 9 of 2016

In case the complaint is proved against the accused, who is a faculty/other employee of the university, ICC shall have following options to suggest an action according to gravity of conduct of the offender pertaining to sexual harassment in question:

- Warning, reprimand, or censure
- Denial of membership of statutory bodies
- Written apology
- Stopping increments/ promotions
- Bond of good behaviour
- Demotion/reduction in rank
- Adverse remarks in confidential report
- Suspension for specific period
- Removal or debarring from supervisory duties
- Dismissal

**(ii) Action Taken Report pertaining to Marwadi University students/research scholars:**

In case the complaint is proved against the accused, who is a student/research scholar of the university, ICC shall have following options to suggest an action according to gravity of conduct of the offender pertaining to sexual harassment in question:

- Warning, reprimand, or censure
- Written apology
- Bond of good behaviour
- Debarring entry into hostel
- Debarring entry into university
- Suspension for a specific period
- Withholding examination
- results Debarring from Examination Denial of admission for further studies in university Stopping of any scholarship/fellowship or an intended award/prize, Withdrawal of any award/prize/title/position won Expulsion from University Any other relevant mechanism under University rules.

**(iii) Action Taken Report pertaining to persons not covered above ( e.g. contract workers, service providers, suppliers, or other persons not in direct/indirect employment of University):**

In case the complaint is proved against the accused, who is a person not falling under clause (i) or (ii) above e.g. contract workers, service providers, suppliers, or other persons not in direct/indirect employment of University, ICC shall have following options to suggest an action according to gravity of conduct of the offender pertaining to sexual harassment in question:



Established Under Gujarat Private Universities Act No. 9 of 2016

- Warning, reprimand, or censure
- Written apology
- Bond of good behaviour
- Information to actual employer communicating the misconduct
- Barring entry to the University Campus Barring to run/manage/work in any commercial enterprise or to provide services on the University campus, Any other mechanism prescribed under relevant government laws.

The Vice Chancellor shall be the sole arbiter to take action on the basis of recommendations of ICC in all of the above cases.

### **FALSE COMPLAINT**

If ICC does not find merit in a complaint or finds the complaint to be false, it shall cause a special meeting to discuss the findings and to decide whether a show-cause notice is to be issued to the complainant to explain, within seven days (in writing), as to why disciplinary action should not be taken against the complainant for wrongly setting in motion the ICC machinery. Within one week of receipt of any explanation from the complainant to this notice, or after the expiry of the time specified for such explanation, ICC shall again convene a special meeting to consider the explanation or a lack thereof. In event of no, insufficient, or unconvincing explanation, ICC shall forward its findings to Vice Chancellor for his/her action which may include warning/suspension/imposition of fine/ termination of service/admission.

### **ESTABLISHMENT OF WOMEN CELL**

#### **Constitution:**

Marwadi University has constituted a Women Cell to discuss and deliberate upon issues related to dignity, safety, prevention of sexual harassment of women at work place and overall development of female employees. It is a broad based body headed by a female Faculty of the university and has 100 percent female members.

#### **Objectives:**

- To increase awareness about problems faced by women in general and working women in particular due to gender issues.
- To sensetise the students about the issues related to youth, particularly female students.
- To disseminate knowledge of rights and laws related to women and gender justice.
- To create a sense of healthy work culture in University.
- To enhance self-esteem and self-confidence of girl students, female faculty and staff in University.



**Functions:**

Established Under Gujarat Private Universities Act No. 9 of 2016

Women Cell shall conduct sensitization programs through seminars, conferences, workshops, posters, film shows, debates, skits and all other such activities that are required to promote and enhance the development and empowerment of women at Marwadi University in particular and the society in general. The Cell shall also function to ensure safe and congenial atmosphere for women to work in university campus. This body shall be only advisory in nature and can make recommendations to Vice Chancellor.

**Gender Sensitisation:** Gender Sensitisation involves creating awareness about gender issues and working towards and creating an enabling environment of gender justice where men and women can work and learn together with a sense of personal security and dignity.

**APPEAL:**

All appeals under provisions of this policy shall lie before the Governing Body of Marwadi University. The decision of Governing Body shall be final and binding on all and no further appeal shall be admissible against such a decision. **REMOVAL OF DIFFICULTIES:** Vice Chancellor of the Marwadi University shall have all the powers to remove difficulties in implementation or interpretation of this policy to protect the womens' interest on Marwadi University campus in consultation with Chairperson of the Women Cell.



*nyadega*  
Registrar  
Marwadi University





**Marwadi**  
UNIVERSITY

## **GRIEVANCES REDRESSAL POLICY**





## **1. INTRODUCTION**

The students are the main stakeholders in any institution imparting education, and it's our endeavor to make all efforts to ensure transparency in all the activities at different stages. Taking this spirit in consideration Marwadi University has decided to provide mechanism to students for redressal of their grievances. Keeping student welfare is our highest priority and to fulfill obligations, the Inst it rite hereby declares the Student Grievances Redressal Policy.

## **2. OBJECTIVE OF GRIEVANCE REDRESSAL COMMITTEE**

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. A Grievance Cell should be constituted for the Redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improvement of the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Head of the Department / Dean / Registrar / Director / President.

## **3. NATURE OF GRIEVANCES**

The grievances may broadly include the following complaints of the aggrieved students.

- i. Academic
  - Grievance related to Assessment







- Grievance related to Victimization in Academic matter
- Grievance regarding conducting of Examinations
- Any other type of academic grievance not listed above

ii. Non – Academic

- Grievance regarding any type of Fees
- Grievance regarding Harassment by any Staff Member
- Grievance regarding Harassment by any Student (Sr. or Jr.)
- Grievance related to Victimization in Non-Academic matter
- Any other type of non-academic grievance not listed above

#### 4. COMPOSITION AND TENNNURE OF COMMITTEE

There will be Grievance Redressal Committees at the Department, Institute and Technical Campus level to deal with the grievances of the students.

##### I. Department Level Committee

The committee which is formed at department level, shall contain following :

- **Chairman** : Dean / Head of the Departments
- **Department Coordinator** : Department Coordinator shall be the faculty from department who will also work as a member in Campus Level committee
- **Department Faculties** : 2 (Two) Faculties of department nominated by Dean and Head of Department. (Preferably mentor of student who has grievance)

This above committee will deal with the Grievance related to Academic and Administrative matters of the Department concerned. Any type of grievance which is against any student / any staff member (academic / non-academic), shall route through department level committee to higher level committee only.

##### II. Technical Campus Level Committee

The committee above all known as Technical Campus Level Committee which is formed at Campus level, shall contain following :

- **Chairman** : Director of Technical Campus
- **Deans** : Deans of all the Faculties / Institutes
- **Member Secretary** : Registrar
- **Department / Institute Coordinators** : Here members of technical campus level committee shall be coordinators of department / institute level committees.



Registrar  
Marwadi University







- **Administrative Persons** : There shall be a person from administrative department as well as a part of Technical Campus level committee.

The committee created as Technical Campus Level, consists of following members.

No.	Name	Department
<b>Chairman</b>		
1.	Prof. (Dr) Sandeep Sancheti	PROVOST
<b>Chief Members</b>		
2.	Dr. R. B. Jadeja	Dean – Faculty of Engineering
3.	Dr. R. Sridaran	Dean – Faculty Computer Applications
4.	Dr. Sunil Jakhoriya	Dean – Faculty of Management
5.	Dr. Rhishikesh Dave	Dean – Faculty of Law
6.	Col. Suresh Rajagopal	SVP – Admin
7.	Mr. R. K. Rathod	PSI – Kuwadwa Police Station
8.	Mrs. Brijrajba	WHC – Kuwadwa Police Station
9.	Mr. Naresh Jadeja	Registrar
<b>Chief Coordinator</b>		
10.	Mr. Nilesh Advani	International Cell
<b>Department Coordinators</b>		
11.	Dr. Siddharth Shah	Engineering
12.	Mr. Sunil Mashru	Management
13.	Dr. Nongthombam Bangkim Singh	Law
14.	Dr. Ramesh Parmar	Pharmacy
15.	Mr. Smit Kacha	Diploma
16.	Dr. Kalyayee Jivrajani	Physiotherapy
17.	Ms. Mamta Jadwani	Architecture
18.	Dr. Mahendrapal Singh Rajput	Science
19.	Mr. Niraj Sheth	Computer Applications



*nyadex*  
**Registrar**  
**Marwadi University**





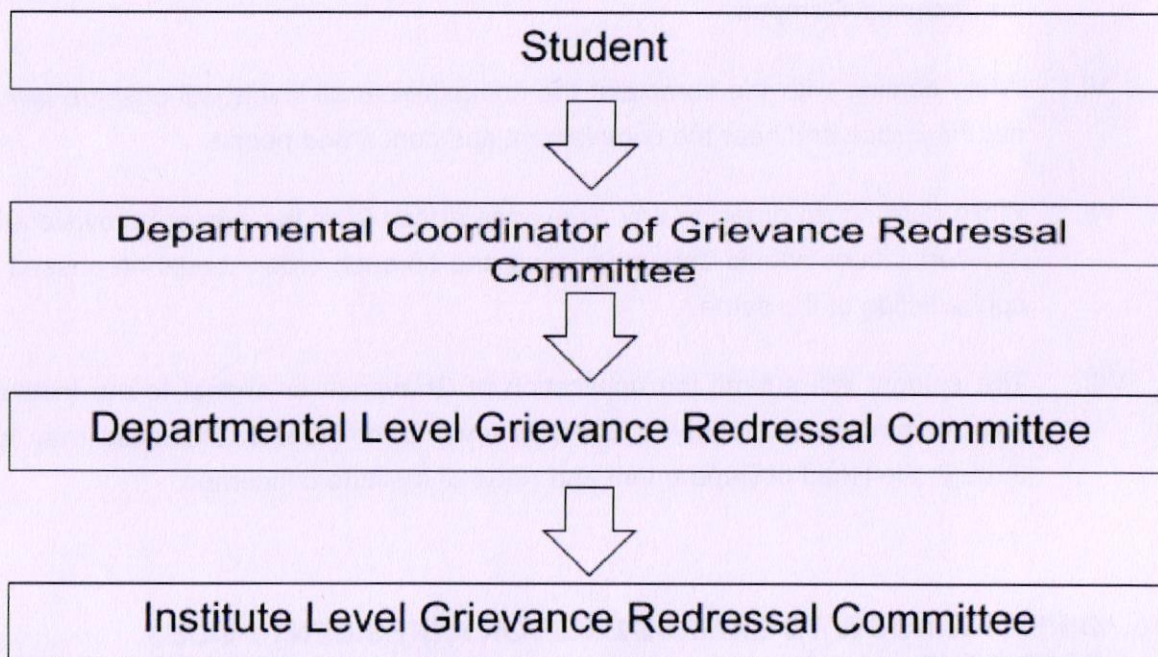
This committee will deal with all the Grievances directly which is related to the common problems at Technical Campus level both Academic and Administrative. In addition, this committee will also entertain the appeal filed by student against the decision of the Department level committee.

### 5. PROCEDURE / FLOW for Redressal of Grievances (RoG)

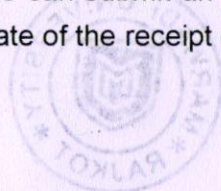
The procedure / flow for Redressal of Grievances shall be as the committee as firmed above, It shall not directly go to Technical Campus Level committee or any above level committee directly.

The general process / flow shall be as follows :

#### Hierarchy to be followed



- I. An aggrieved student who has the Grievance or Grievances at the Department/Area level shall make an application first to the Department level coordinator of Grievance Redressal Committee and based on the discussion with student Departmental Coordinator can call the meeting of Departmental Level Grievance Committee.
- II. If the student is not satisfied with the decision of Department level committee, he/she can submit an appeal to the Institute level committee within a week from the date of the receipt of the reply from the Department level committee.



Registrar  
Marwadi University







- III. If the student is not satisfied with the redressal offered by the Institute level committee and feel that his/her Grievance is not redressed, he/she can submit an appeal to the Technical Campus level committee within a week from the date of receipt of decision with the relevant details.
- IV. The Technical Campus level committee should consider the appeal of the student and make appropriate recommendations to the Chairman/Vice Chairman within a reasonable time, preferably within 15 days. On approval by the Chairman / Vice Chairman the final decision is to be communicated to the student through the respective Head of Institute.
- V. The Technical Campus level committee, if needed, may recommend to the President / Vice-President, necessary corrective action as it may deem fit, to endure avoidance of recurrence of similar grievance at any of the Institute under the Technical Campus.
- VI. While dealing with the complaint the committee at all levels will observe law of natural justice and hear the complainant and concerned people.
- VII. While passing an order on any Grievance at any level the relevant provisions of Act/Regulations should be kept in mind and no such order should be passed in contradiction of the same.
- VIII. The student will submit the application of Grievance or appeal to the Institute level committee or Technical Campus level committee, as the case may be, through the Head of Department and Head of Institute concerned.

#### **6. DIRECT WINDOW TO CAMPUS DIRECTOR / PRESIDENT / VICE - PRESIDENT**

In addition to the above Grievance Redressal Mechanism, students and staff can directly send their complaints and suggestions to the Chairman through a dedicated separate channel created in the campus software.

The complaint / suggestion will directly reach to the Chairman immediately and he takes the matter with the concerned authorities.

(Mention that student / staff can directly to by clicking on Direct to Chairman)

*madeja*  
**Registrar**  
**Marwadi University**





**Grievance Application at Department Level**

Ref. No. : \_\_\_\_\_

**Details of Applicant** Student  Staff

GR No / Employee Code : \_\_\_\_\_

Name : \_\_\_\_\_

Department / Course : \_\_\_\_\_

**Grievance Details**Nature of Grievance :  Academic  Non-AcademicGrievance Against :  Student(s)  Staff

Name of Person(s) : \_\_\_\_\_

Type of Grievance :  Harrasement / Behavior by Student Harrasement / Behavior by Staff Fee related Academic related Other (Specify) : \_\_\_\_\_

Detailed Description of Grievance : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Attach extra pages / facts – figures (if any))

Signature of Student : \_\_\_\_\_

Comment and Signature at Department level : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





**MU CAMPUS CCTV CAMERA DETAILS**

**Criterion VII – Institutional Values and Best Practices**

**Key Indicator - 7.1 Institutional Values and Social Responsibilities**

**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

**Following CCTV Cameras are Installed at various locations for the safety and security**

**SUMMARY**

CAMERA TYPR	COUNT
ANALOG CAMERA	914
NEW IP CAMERA	183
OLD IP CAMERA	25
SPEED DOME CAMERA	10
DVR	68
NVR	4
	1204

DVR NAME	CHANNEL	CAMERA LOCATION	NO. OF CAMERA
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**MA SIDE LOCATION**

**MA 101 DVR 1**

<b>MA 101 DVR 1</b>	CH 01	MA 001 Lobby 1	12
	CH 02	MA 001 Lobby 2	
	CH 03	MA 001	
	CH 04	MA 002 LAB 1	
	CH 05	MA 002 LAB 2	
	CH 06	MA 003 LAB	
	CH 09	MA 101 Lobby 1	
	CH 10	MA 101 Lobby 2	
	CH 11	MA 101	
	CH 12	MA 102 LAB	
	CH 13	MA 103	
	CH 14	MA 104	

**MA 101 DVR 2**

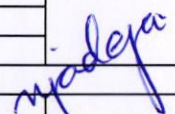
<b>MA 101 DVR 2</b>	CH 01	MA 201 Lobby 1	6
	CH 02	MA 201 Lobby 2	
	CH 03	MA 201	
	CH 04	MA 202	
	CH 05	MA 203	
	CH 06	MA 204	

**MA 106 DVR 1**

<b>MA 106 DVR 1</b>	CH 01	MA 004	16
	CH 02	MA 005 lobby 1	
	CH 03	MA 005 lobby 2	
	CH 04	MA 005	
	CH 05	MA006	
	CH 06	MA007	
	CH 07	MA008	
	CH 08	MA 008 Lobby	
	CH 09	MA 105 Lobby 1	
	CH 10	MA 105 Lobby 2	
	CH 11	MA 105	
	CH 12	MA 106	
	CH 13	MA 107	
	CH 14	MA 108	
	CH 15	MA 205 Lobby 1	
	CH 16	MA 205 Lobby 2	

**MA 110 DVR 1**

	CH 01	MA 009	
	CH 02	MA 010	
	CH 03	MA 011	

  
**Registrar**  
**Marwadi University**





**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

<b>MA 110 DVR 1</b>	CH 04	MA 011 Lobby 1	16
	CH 05	MA 011 Lobby 2	
	CH 06	MA 108 Lobby	
	CH 07	MA 109	
	CH 08	MA 110	
	CH 09	MA 111	
	CH 10	MA 111 Lobby 1	
	CH 11	MA 111 Lobby 2	
	CH 12	MA 208	
	CH 13	MA 208 Lobby	
	CH 14	MA 209	
	CH 15	MA 210	
	CH 16	MA 211	
<b>MA 115 DVR 1</b>			
<b>MA 115 DVR 1</b>	CH 01	MA 012	14
	CH 02	MA 013	
	CH 03	MA 014	
	CH 04	MA 015	
	CH 05	MA 015 LOBBY	
	CH 06	MA 016	
	CH 07	MA 112	
	CH 08	MA 113	
	CH 09	MA 114	
	CH 10	MA 115	
	CH 11	MA 115 LOBBY	
	CH 12	MA 116	
	CH 13	MA 116 LIFT LOBBY BACK	
	CH 14	MC BACK SIDE LIFT	
	CH 15	BACK SIDE GATE 1	
CH 16	BACK SIDE GATE 2		
<b>MA 115 DVR 2</b>			
<b>MA 115 DVR 2</b>	CH 01	MA 212	11
	CH 02	MA 213 A	
	CH 03	MA 213 B	
	CH 04	MA 213 D	
	CH 05	MA 213 E	
	CH 06	MA 213 G	
	CH 07	MA 213 H	
	CH 08	MA 213	
	CH 09	MA 213 LOBBY	
	CH 10	MA 214	
	CH 11	MA 214 LIFT LOBBY BACK SIDE	
<b>MA 264 ELE ROOM DVR 1</b>			
<b>MA 264 ELE ROOM DVR 1</b>	CH 01	MA GF FACULTY LOBBY-1	14
	CH 02	MA GF FACULTY LOBBY-2	
	CH 03	MA 1ST FACULTY LOBBY-1	
	CH 04	MA 1ST FACULTY LOBBY-2	
	CH 05	MA 2ND FACULTY LOBBY-1	
	CH 06	MA 2ND FACULTY LOBBY-2	
	CH 07	MA 3RD FACULTY LOBBY-1	
	CH 08	MA 3RD FACULTY LOBBY-2	
	CH 09	MA 4TH FACULTY LOBBY-1	
	CH 10	MA 4TH FACULTY LOBBY-2	
	CH 11	MA 5TH FACULTY LOBBY-1	
	CH 12	MA 5TH FACULTY LOBBY-2	
	CH 13	MA 6TH FACULTY LOBBY-1	
	CH 14	MA 6TH FACULTY LOBBY-2	
<b>MA 264 ELE ROOM DVR 2</b>			
	CH 01	MA 064 ELECTRIC ROOM	
	CH 02	MA 164 ELECTRIC ROOM	
	CH 03	MA 264 ELECTRIC ROOM	
	CH 04	MA 364 ELECTRIC ROOM	






**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

<b>MA 264 ELE ROOM DVR 2</b>	CH 05	MA 464 ELECTRIC ROOM	14
	CH 06	MA 564 ELECTRIC ROOM	
	CH 07	MA 664 ELECTRIC ROOM	
	CH 09	MA GF 063 WATER ROOM	
	CH 10	MA 1ST 163 WATER ROOM	
	CH 11	MA 2ND 263 WATER ROOM	
	CH 12	MA 3RD 363 WATER ROOM	
	CH 13	MA 4TH 463 WATER ROOM	
	CH 14	MA 5TH 563 WATER ROOM	
	CH 15	MA 6TH 663 WATER ROOM	
<b>MA 301 DVR 1</b>			
<b>MA 301 DVR 1</b>	CH 01	MA 301 LOBBY 1	13
	CH 02	MA 301 LOBBY 2	
	CH 03	MA 301	
	CH 04	MA 3F CANTEEN 1	
	CH 05	MA 3F CANTEEN 2	
	CH 06	MA 304	
	CH 07	MA 401 LOBBY 1	
	CH 08	MA 401 LOBBY 2	
	CH 09	MA 401	
	CH 10	MA 402	
	CH 11	MA 403	
	CH 12	MA 404	
	CH 13	MA SIDE LIFT	
<b>MA 306 DVR 1</b>			
<b>MA 306 DVR 1</b>	CH 01	MA 305 LOBBY-1	14
	CH 02	MA 305 LOBBY-2	
	CH 03	MA 305	
	CH 04	MA 306-1	
	CH 05	MA 306-2	
	CH 06	MA 307	
	CH 07	MA 307 LOBBY	
	CH 08	MA 405 LOBBY-1	
	CH 09	MA 405 LOBBY-2	
	CH 10	MA 405	
	CH 11	MA 406	
	CH 12	MA 407	
	CH 13	MA 408	
	CH 14	MA 408 LOBBY	
<b>MA 310 DVR 1</b>			
<b>MA 310 DVR 1</b>	CH 01	MA 308-1	10
	CH 02	MA 308-2	
	CH 03	MA 309 LOBBY-1	
	CH 04	MA 309 LOBBY-2	
	CH 05	MA 309	
	CH 06	MA 409	
	CH 07	MA 410	
	CH 08	FREE(CHANNEL FAIL)	
	CH 09	MA 411 LOBBY-1	
	CH 10	MA 411 LOBBY-2	
	CH 11	MA 411	
<b>MA 315 DVR 1</b>			
<b>MA 315 DVR 1</b>	CH 01	MA 310	15
	CH 02	MA 311	
	CH 03	MA 312	
	CH 04	MA 313	
	CH 05	MA 314-A	
	CH 06	MA 314-B	
	CH 07	MA 314 LOBBY	
	CH 08	MA 314 BACK LIFT LOBBY	
	CH 09	MA 412	
	CH 10	MA 413	





**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

	CH 11	MA 414	
	CH 12	MA 415 LOBBY	
	CH 13	MA 415	
	CH 14	MA 416	
	CH 15	MA 416 BACK LIFT LOBBY	
	CH 16	FREE	
<b>MA 501 DVR 1</b>			
MA 501 DVR 1	CH 01	MA 501 LOBBY 1	15
	CH 02	MA 501 LOBBY 2	
	CH 03	MA 501	
	CH 04	MA 505	
	CH 05	MA 503	
	CH 06	MA 504	
	CH 07	MA 502	
	CH 09	MA 601 LOBBY 1	
	CH 10	MA 601 LOBBY 2	
	CH 11	MA 601	
	CH 12	MA 602-1	
	CH 13	MA 602-2	
	CH 14	MA 603	
	CH 15	MA 604	
CH 16	MA 605		
<b>MA 506 DVR 1</b>			
MA 506 DVR 1	CH 01	MA 506 LOBBY 1	15
	CH 02	MA 506 LOBBY 2	
	CH 03	MA 506	
	CH 04	MA 507	
	CH 05	MA 508	
	CH 06	MA 606 LOBBY 1	
	CH 07	MA 606 LOBBY 2	
	CH 08	MA 606	
	CH 09	MA 607	
	CH 10	MA 608	
	CH 11	MA 609	
	CH 12	MA 609 LOBBY	
	CH 13	MA 205	
	CH 14	MA 206	
CH 15	MA 207		
<b>MA 511 DVR 1</b>			
MA 511 DVR 1	CH 01	MA 509	15
	CH 02	MA 510	
	CH 03	MA 511	
	CH 04	MA 512 LOBBY 1	
	CH 05	MA 512 LOBBY 2	
	CH 06	MA 512	
	CH 07	MA 513-1	
	CH 08	MA 610	
	CH 09	MA 611	
	CH 10	MA 612 LOBBY 1	
	CH 11	MA 612 LOBBY 2	
	CH 12	MA 612	
	CH 13	MA 211 LOBBY 1	
	CH 14	MA 211 LOBBY 2	
	CH 15	MA 509 LOBBY	
<b>MA 515 DVR 1</b>			
	CH 01	MA 513-2 [MA 514]	
	CH 02	MA 515	
	CH 03	MA 516 LAB	
	CH 04	MA 517	
	CH 05	MA 518	
	CH 06	MA 519 LAB	
	CH 07	MA 517 LOBBY	



**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

<b>MA 515 DVR 1</b>	CH 08	MA 613	16		
	CH 09	MA 615			
	CH 10	MA 616 LOBBY			
	CH 11	MA 616			
	CH 12	MA 519 BACK LIFT LOBBY			
	CH 13	MA 617 LAB			
	CH 14	MA 618 LAB			
	CH 15	MA 618 BACK LIFT LOBBY			
	CH 16	MA 614			
<b>MA 5TH LIFT LOBBY</b>					
<b>MA 5TH LIFT LOBBY</b>	CH 01	MA GF LIFT LOBBY 1	13		
	CH 02	MA GF LIFT LOBBY 2			
	CH 03	MA 1F LIFT LOBBY 1			
	CH 04	MA 1F LIFT LOBBY 2			
	CH 05	MA 2F LIFT LOBBY 1			
	CH 06	MA 2F LIFT LOBBY 2			
	CH 07	MA 3F LIFT LOBBY 1			
	CH 08	MA 3F LIFT LOBBY 2			
	CH 09	MA 4F LIFT LOBBY 1			
	CH 10	MA 4F LIFT LOBBY 2			
	CH 11	MA 5FLIFT LOBBY 1			
	CH 12	MA 5F LOOR LIFT LOBBY 2			
	CH 13	MA SIDE 003 LIFT			
<b>MB SIDE LOCATION</b>					
<b>MB 101 DVR 1</b>					
	CH 02	MB 001 LOBBY 1			
	CH 03	MB 001 LOBBY 2			
	CH 04	MB 001			
	CH 05	MB 002 LAB			
	CH 06	MB 005 LAB			
	CH 08	MB 101 LOBBY 1			
	CH 09	MB 101 LOBBY 2			
	CH 10	MB 101			
	CH 11	MB 102-1 LAB			
	CH 12	MB 102-2 LAB			
	CH 13	MB 103 BOI BANK			
	CH 14	MB 104 LOBBY 1			
	<b>MB 106 DVR 1</b>				
	<b>MB 105 DVR 1</b>	CH 01		MB 006 LOBBY 1	16
CH 02		MB 006 LOBBY 2			
CH 03		MB 006			
CH 04		MB 007			
CH 05		MB 008			
CH 06		MB 009			
CH 07		MB 104 LOBBY 1			
CH 08		MB 104			
CH 09		MB 106			
CH 10		MB 105			
CH 11		MB 204 Lobby 1			
CH 12		MB 204 Lobby 2			
CH 13		MB 204			
CH 14		MB 205 A			
CH 15		MB 205 B			
CH 16		MB 206 ACCOUNT			
<b>MB 109 DVR 1</b>					
	CH 01	MB 009 Lobby			
	CH 02	MB 063 Water eoom			
	CH 03	MB010			
	CH 04	MB 011			
	CH 05	MB 012 Lobby 1			
	CH 06	MB 012 Lobby 2			





**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

<b>MB 109 DVR 1</b>	CH 07	MB 012	16
	CH 08	MB 107 Lobby	
	CH 09	MB 163 Water room	
	CH 10	MB 108	
	CH 11	MB 109	
	CH 12	MB 110 Lobby 1	
	CH 13	MB 110 Lobby 2	
	CH 14	MB 110	
	CH 15	MB 206 Lobby	
	CH 16	MB 207	
<b>MB 113 DVR 1</b>			
<b>MB 113 DVR 1</b>	CH 01	MB 013	16
	CH 03	MB 015	
	CH 04	MB 016	
	CH 05	MB 017	
	CH 06	MB 016 LOBBY	
	CH 07	MB 017 BACK LIFT LOBBY	
	CH 08	MB 111	
	CH 09	MB 112-1	
	CH 10	MB 112-2	
	CH 11	MB 113	
	CH 12	MB 113 LOBBY	
	CH 13	MB 210	
	CH 14	MB 211	
	CH 15	MB 212	
		CH 16	
<b>MB 164 DVR 1</b>			
<b>MB 164 DVR 1</b>	CH 01	MB GF FACULTY LOBBY-1	16
	CH 02	MB GF FACULTY LOBBY-2	
	CH 03	MB 1F FACULTY L-1	
	CH 04	MB 1F FACULTY L-2	
	CH 05	MB 2F FACULTY L-1	
	CH 06	MB 2F FACULTY L-2	
	CH 07	MB 2F WATER ROOM	
	CH 08	MB 3F FACULTY L-1	
	CH 09	MB 4F FACULTY L-1	
	CH 10	MB 4F FACULTY L-2	
	CH 11	MB 150 MOOK STUDIO	
	CH 12	MB 264-ELECTRIC ROOM	
	CH 13	MB 064 ELC ROOM	
	CH 14	MB 164 ELC ROOM	
	CH 15	MB 364 ELC ROOM	
	CH 16	MB 464 ELC ROOM	
<b>MB 301 DVR 1</b>			
	CH 02	MB 301 Lobby 1	
	CH 03	MB 301 Lobby 2	
	CH 04	MB 301	
	CH 05	MB 302	
	CH 06	MB 303	
	CH 08	MB 401 Lobby 1	
	CH 09	MB 401 Lobby 2	
	CH 10	MB 401	
	CH 11	MB 402-1	
	CH 12	MB 402-2	
	CH 13	MB 403-1	
	CH 14	MB 403-2	
	CH 15	MC 601-1	
	CH 16	MC 601-2	
	<b>MB 305 DVR 1</b>		
	CH 01	MB 304 LOBBY 1	
	CH 02	MB 304 LOBBY 2	
	CH 03	MB 304	





**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

<b>MB 305 DVR 1</b>	CH 04	MB 305	10		
	CH 05	MB 306			
	CH 06	MB 404 LOBBY 1			
	CH 07	MB 404 LOBBY 2			
	CH 08	MB 404			
	CH 09	MB 405			
	CH 10	MB 406			
<b>MB 309 DVR 1</b>					
<b>MB 309 DVR 1</b>	CH 01	MB 307 LOBBY	15		
	CH 02	MB 307 FACULTY LOBBY			
	CH 03	MB 308			
	CH 04	MB 309			
	CH 05	MB 310 LOBBY 1			
	CH 06	MB 310 LOBBY 2			
	CH 07	MB 310			
	CH 08	MB 311-1			
	CH 09	MB 407 LOBBY			
	CH 10	MB 407			
	CH 11	MB 408			
	CH 12	MB 409			
	CH 13	MB 410 LOBBY 1			
	CH 14	MB 410 LOBBY 2			
	CH 15	MB 410			
<b>MB 314 DVR 1</b>					
<b>MB 314 DVR 1</b>	CH 01	MB 413 LOBBY	15		
	CH 02	MB 411			
	CH 03	MB 412			
	CH 04	MB 413			
	CH 05	MB 414			
	CH 06	MB 315 LOBBY			
	CH 07	MB 311-2			
	CH 08	MB 313			
	CH 09	MB 314-1			
	CH 10	MB 314-2			
	CH 11	MB 315			
	CH 12	MB 316			
	CH 13	MB 213-1			
	CH 14	MB 213-2			
	CH 15	MB 214			
<b>MB 501 DVR 1</b>					
<b>MB 501 DVR 1</b>	CH 01	MC 501 5CR2-1	14		
	CH 02	MC 501 5CR2-2			
	CH 04	MB 501 LOBBY 1			
	CH 05	MB 501 LOBBY 2			
	CH 06	MB 501			
	CH 07	MB 502			
	CH 08	MB 503			
	CH 09	MB 504			
	CH 10	MB 505			
	CH 12	MB 601 LOBBY 1			
	CH 13	MB 601 LOBBY 2			
	CH 14	MB 601			
	CH 15	MB 602			
	CH 16	MB 603			
	<b>MB 501 DVR 2</b>				
	<b>MB 501 DVR 2</b>	CH 01		MB 604	10
CH 02		MB 605			
CH 03		MB SIDE LIFT			
CH 04		MB 201 LOBBY 1			
CH 06		MB 201 LOBBY 2			
CH 07		MB 201			
CH 08		MB 202-1			





**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

	CH 09	MB 202-2	
	CH 10	MB 203-1	
	CH 11	MB 203-2	
<b>MB 506 DVR 1</b>			
<b>MB 506 DVR 1</b>	CH 01	MB 506 LOBBY 1	11
	CH 02	MB 506 LOBBY 2	
	CH 03	MB 506	
	CH 04	MB 507	
	CH 05	MB 508	
	CH 06	MB 606 LOBBY 1	
	CH 07	MB 606 LOBBY 2	
	CH 08	MB 606	
	CH 09	MB 607	
	CH 10	MB 608	
		CH 11	
<b>MB 511 DVR 1</b>			
<b>MB 511 DVR 1</b>	CH 01	MB 509	16
	CH 02	MB 510	
	CH 03	MB 511	
	CH 04	MB 512 LOBBY 1	
	CH 05	MB 512 LOBBY 2	
	CH 06	MB 512	
	CH 07	MB 610	
	CH 08	MB 611	
	CH 09	MB 612 LOBBY 1	
	CH 10	MB 612 LOBBY 2	
	CH 11	MB 612	
	CH 12	MB 208	
	CH 13	MB 209 LOBBY 1	
	CH 14	MB 209 LOBBY 2	
	CH 15	MB 209	
		CH 16	
<b>MB 516 DVR 1</b>			
<b>MB 516 DVR 1</b>	CH 01	MB 513	10
	CH 02	MB 516 Canteen 1	
	CH 03	MB 516 Canteen 2	
	CH 04	MB 516 Lobby Canteen	
	CH 05	MB 613	
	CH 06	MB 614	
	CH 07	MB 615	
	CH 08	MB 616	
	CH 09	MB 615 LOBBY	
		CH 16	
<b>MB 564 ELEC ROOM</b>			
<b>MB 564 Elec Room</b>	CH 01	MB 5F Faculty 1	12
	CH 02	MB 5F Faculty 2	
	CH 03	MB 563 Watter Room	
	CH 04	MB 660 LAB	
	CH 05	MB 661 LAB	
	CH 06	MB 662 LAB	
	CH 07	MB 663 LAB	
	CH 08	MB 663 Watter Room	
	CH 09	MB 564 Elc Room	
	CH 10	MB 664 Elc Room	
	CH 11	MB 3F WATER ROOM	
		CH 12	
<b>MB 5TH LIFT LOBBY</b>			
	CH 01	MB GF LIFT LOBBY 1	
	CH 02	MB GF LIFT LOBBY 2	
	CH 03	MB 1F LIFT LOBBY 1	
	CH 04	MB 1F LIFT LOBBY 2	
	CH 05	MB 2F LIFT LOBBY 1	





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<b>MB 5TH LIFT LOBBY</b>	CH 06	MB 2F LIFT LOBBY 2	13
	CH 07	MB 3F LIFT LOBBY 1	
	CH 08	MB 3F LIFT LOBBY 2	
	CH 09	MB 4F LIFT LOBBY 1	
	CH 10	MB 4F LIFT LOBBY 2	
	CH 11	MB 5FLIFT LOBBY 1	
	CH 12	MB 5F LIFT LOBBY 2	
	CH 13	MB SIDE GIRLS LIFT	
<b>MC SIDE LOCATION</b>			
<b>5TH FLOOR C WING</b>			
<b>5TH FLOOR C WING</b>	CH 01	MC 5TH FLOOR LOBBY 1	8
	CH 02	MC 5TH FLOOR LOBBY 2	
	CH 03	MC 5TH FLOOR C	
	CH 04	MC 5TH FLOOR D	
	CH 05	MC 5TH FLOOR E	
	CH 06	MC 5TH FLOOR F	
	CH 07	MC 5TH FLOOR G	
	CH 08	MC 5TH FLOOR H	
<b>4TH FLOOR C WING GTU &amp; IT</b>			
<b>4TH FLOOR C WING GTU &amp; IT</b>	CH 01	GTU ROOM ENTRY	16
	CH 02	GTU ROOM 1	
	CH 03	GTU ROOM 2	
	CH 04	GTU ROOM 3	
	CH 05	GTU ROOM 4	
	CH 06	GTU ROOM 5	
	CH 07	4TH F LAB ENTRY [MCA]	
	CH 08	IT INFRA 1	
	CH 09	IT INFRA 2	
	CH 10	IT INFRA 3	
	CH 11	IT INFRA 4	
	CH 12	IT INFRA 5	
	CH 13	IT INFRA 6	
	CH 14	IT INFRA 7	
	CH 15	DATA CENTER 1	
	CH 16	DATA CENTER 2	
<b>MC 2ND FLOOR LAB</b>			
<b>MC 2ND FLOOR LAB</b>	CH 01	LAB 13-1 MC 309	12
	CH 02	LAB 5-2 MC 220	
	CH 03	LAB 8-1 MC 214	
	CH 04	LAB 4 MC 221	
	CH 05	LAB 8-2 MC 214	
	CH 06	LAB 3 MC 222	
	CH 07	LAB 5-1 MC 220	
	CH 08	LAB 6 MC 216	
	CH 09	LAB 2 MC 223	
	CH 10	LAB 1 MC 213	
	CH 11	LAB 7 MC 213	
	CH 12	MC 2ND FLOOR LAB LOBBY	
<b>MC 3RD FLOOR LAB</b>			
<b>MC 3RD FLOOR LAB</b>	CH 01	LAB 11-2 MC 316	16
	CH 02	LAB 10-1 MC 315	
	CH 03	LAB 12-1 MC 317	
	CH 04	LAB 14-1 MC 310	
	CH 05	LAB 12-2 MC 317	
	CH 06	LAB 14-2 MC 310	
	CH 07	LAB 15-2 MC 311	
	CH 08	LAB 11-1 MC 316	
	CH 09	LAB 9-1 MC 314	
	CH 10	MC 3RDF LAB LOBBY 1	
	CH 11	LAB 16-1 MC 312	
	CH 12	LAB 15-1 MC 311	





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	CH 13	MC 3RDF LAB LOBBY 2	
	CH 14	LAB 9-2 MC 314	
	CH 15	LAB 16-2 MC 312	
	CH 16	LAB 13-2 MC 309	
<b>LIBRARY 1</b>			
<b>LIBRARY 1</b>	CH 01	LIBRARY GF	13
	CH 02	LIBRARY DISCUSSION ROOM 1	
	CH 03	LIBRARY 1ST F 1	
	CH 04	LIBRARY 1ST F 2	
	CH 05	LIBRARY 1ST F 3	
	CH 06	LIBRARY 1ST F 4	
	CH 07	LIBRARY 1ST F 5	
	CH 08	LIBRARY 1ST F 6	
	CH 09	LIBRARY 1ST F 7	
	CH 10	LIBRARY 1ST F 8	
	CH 11	LIBRARY 1ST F 9	
	CH 12	LIBRARY DISCUSSION ROOM 2	
	CH 13	LIBRARY 1ST F 10	
<b>LIBRARY 2</b>			
<b>LIBRARY 2</b>	CH 01	LIBRARY GF MAIN GATE	16
	CH 02	LIBRARY GF BAG ROOM 1	
	CH 03	LIBRARY GF BAG ROOM 2	
	CH 04	LIBRARY GF BAG ROOM 3	
	CH 05	LIBRARY RECEPTION 1	
	CH 06	LIBRARY RECEPTION 2	
	CH 07	LIBRARY GF 1	
	CH 08	LIBRARY GF 2	
	CH 09	LIBRARY GF 3	
	CH 10	LIBRARY GF 4	
	CH 11	LIBRARY GF 5	
	CH 12	LIBRARY GF 6	
	CH 13	LIBRARY GF 7	
	CH 14	LIBRARY GF 8	
	CH 15	LIBRARY GF 9	
	CH 16	LIBRARY GF 10	
<b>STUDENT SEC DVR</b>			
<b>STUDENT SEC DVR</b>	CH 01	STUDENT SEC-3	11
	CH 02	STUDENT SEC-1	
	CH 03	STUDENT SEC-5	
	CH 04	GF HOUSEKEEPING STORE	
	CH 05	GF MC 018 STORE	
	CH 06	MC HR	
	CH 07	STUDENT SEC-4	
	CH 08	STUDENT SEC-2	
	CH 09	STUDENT SEC-6	
	CH 10	GF HOUSEKEEPING STORE	
	CH 11	MC 019 KEY ROOM	
<b>6TH FLOOR LIBRARY DVR 1</b>			
<b>6Th FLOOR LIBRARY DVR 1</b>	CH 01	ENTRY	16
	CH 02	RACK ROOM 1	
	CH 03	EXIT	
	CH 04	STAIR CASE 1	
	CH 05	STAIR CASE 2	
	CH 06	CAM 6	
	CH 07	CAM 7	
	CH 08	CAM 8	
	CH 09	BAG ROOM 1	
	CH 10	CAM 10	
	CH 11	CAM 11	
	CH 12	CAM 12	
	CH 13	CAM 13	
	CH 14	CAM 14	





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	CH 15	BAG ROOM 2	
	CH 16	RACK ROOM 2	
<b>6TH FLOOR LIBRARY DVR 1</b>			
6Th FLOOR LIBRARY DVR 2	CH 01	CAM 1	8
	CH 02	CAM 2	
	CH 03	CAM 3	
	CH 04	CAM 4	
	CH 05	CAM 5	
	CH 06	CAM 6	
	CH 07	CAM 7	
	CH 08	CAM 8	
<b>PG BUILDING</b>			
<b>AUDITORIUM 1</b>			
AUDITORIUM 1	CH 01	LEFT SIDE STAGE 2	16
	CH 02	LEFT ROW 1	
	CH 03	LEFT ROW 3	
	CH 04	LEFT ROW 2	
	CH 05	LEFT ROW 4	
	CH 06	LEFT ROW 5	
	CH 07	LEFT ROW 6	
	CH 08	LEFT ROW 7	
	CH 09	RIGHT ROW 7	
	CH 10	MAIN ENTRY	
	CH 11	SERVER ROOM	
	CH 12	SERVER ROOM ENTRY	
	CH 13	LEFT ROW 8	
	CH 14	RIGHT ROW 8	
	CH 15	RIGHT STAGE 1	
	CH 16	RIGHT STAGE 2	
<b>AUDITORIUM 2</b>			
AUDITORIUM 2	CH 01	RIGHT ROW 3	7
	CH 02	RIGHT ROW 2	
	CH 03	RIGHT ROW 6	
	CH 04	RIGHT ROW 4	
	CH 05	RIGHT ROW 5	
	CH 06	RIGHT ROW 7	
	CH 07	PG BACK SIDE PARKING	
<b>FDP DVR LOCATION</b>			
FDP DVR 1	CH 01	MUSIC ROOM 1	16
	CH 02	PG LIFT LOBBY 1	
	CH 03	PG LIFT LOBBY 2	
	CH 04	MUSIC LOBBY	
	CH 05	STORE 1	
	CH 06	STORE 2	
	CH 07	MUSIC ROOM 2	
<b>FDP DVR 1</b>			
FDP DVR 2	CH 01	PG 104	16
	CH 02	PG 106	
	CH 03	FDP LOBBY ENTRY	
	CH 04	STORE 4	
	CH 05	PG STORE	
	CH 06	PG 109	
	CH 07	PG SOTRE 2	
	CH 08	PG 108	
	CH 09	PG 111	
	CH 10	PG 112	
	CH 11	FDP HALL	
	CH 12	MUSIC	
	CH 13	PG 102	
	CH 14	PG 107	
	CH 15	FDP BACK LOBBY	





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	CH 16	PG 103	
<b>AMPHY THEATURE</b>			
<b>AMPHY THEATURE</b>	CH 01	AMPHY 01	11
	CH 02	AMPHY 02	
	CH 03	AMPHY 03	
	CH 04	AMPHY 04	
	CH 05	AMPHY 05	
	CH 06	AMPHY 06	
	CH 07	AMPHY 07	
	CH 08	JOJAN BACKSIDE 1	
	CH 09	JOJAN BACKSIDE 2	
	CH 10	JOJAN FRONT	
	CH 11	AMPHY GREEN ROOM	
<b>FOOD ZONE</b>			
<b>FOOD ZONE</b>	CH 01	CAMERA 01	6
	CH 02	CAMERA 02	
	CH 03	CAMERA 03	
	CH 04	CAMERA 04	
	CH 05	CAMERA 05	
	CH 06	CAMERA 06	
<b>DG ROOM</b>			
<b>DG ROOM</b>	CH 01	DG GF 001	7
	CH 02	DG GF 002	
	CH 03	DG 1F 101	
	CH 04	DG 1F 102	
	CH 05	DG 2F 201	
	CH 06	DG 2F202	
<b>MAIN SECURITY GATE</b>			
<b>MAIN SECURITY GATE</b>	CH 01	GATE OFFICE 01	6
	CH 02	GATE OFFICE 02	
	CH 03	GATE OUT 02	
	CH 04	GATE OUT 01	
	CH 05	GATE INSIDE 02	
	CH 06	GATE INSIDE 01	
<b>INTERNATIONAL CANTEEN 1</b>			
<b>INTERNATIONAL CANTEEN 1</b>	CH 01	INT CANTEEN 1.1 KITCHEN	13
	CH 02	INT CANTEEN 1.2	
	CH 03	INT CANTEEN 1.3	
	CH 04	INT CANTEEN 1.4	
	CH 05	INT CANTEEN 1.5 STORE	
	CH 06	INT CANTEEN 1.6 ENTRT	
	CH 07	INT CANTEEN 1.7	
	CH 08	INT CANTEEN 1.8	
	CH 09	INT CANTEEN 1.9 DISH WASH	
	CH 10	INT CANTEEN 1.10	
	CH 12	INT CANTEEN 1.12	
	CH 13	INT CANTEEN 1.13	
	CH 14	INT CANTEEN 1.14	
	<b>HOSTEL</b>		
<b>HOSTEL A1</b>			
<b>HOSTEL A1</b>	CH 01	GF RECEPTION	16
	CH 02	1	
	CH 03	3	
	CH 04	7	
	CH 05	8	
	CH 06	101	
	CH 07	105	
	CH 08	107	
	CH 09	110	
	CH 10	1ST TV ROOM	
	CH 11	201	
	CH 12	205	





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	CH 13	207	
	CH 14	210	
	CH 15	2ND F GYM	
<b>HOSTEL A2</b>			
<b>HOSTEL A2</b>	CH 01	301	14
	CH 02	305	
	CH 03	307	
	CH 04	310	
	CH 05	401	
	CH 06	405	
	CH 07	407	
	CH 08	410	
	CH 09	501	
	CH 10	505	
	CH 11	507	
	CH 12	510	
	CH 13	HA LIFT 1	
	CH 14	HA LIFT 2	
<b>HOSTEL A3</b>			
<b>HOSTEL A3</b>	CH 01	701	16
	CH 02	705	
	CH 03	707	
	CH 04	710	
	CH 05	801	
	CH 06	805	
	CH 07	807	
	CH 08	810	
	CH 09	901	
	CH 10	905	
	CH 11	907	
	CH 12	910	
	CH 13	1001	
	CH 14	1005	
	CH 15	1007	
	CH 16	1010	
<b>HOSTEL A4</b>			
<b>HOSTEL A4</b>	CH 01	1108	9
	CH 02	1111	
	CH 03	1106	
	CH 04	1101	
	CH 05	607	
	CH 06	610	
	CH 07	601	
	CH 08	605	
	CH 09	7TH F TV ROOM	
<b>HOSTEL C1</b>			
<b>HOSTEL C1</b>	CH 01	C WING RECEPTION 1	16
	CH 02	C WING RECEPTION 2	
	CH 03	C WING 001	
	CH 04	C WING 003	
	CH 05	C WING 006-1	
	CH 06	C WING 006-2	
	CH 07	C WING 007-1	
	CH 08	C WING 007-2	
	CH 09	C WING 012	
	CH 10	C WING 016	
	CH 11	C WING 101	
	CH 12	C WING 103	
	CH 13	C WING 110	
	CH 14	C WING 112	
	CH 15	C WING 113	
	CH 16	C WING 115	





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**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

<b>HOSTEL C2</b>			
<b>HOSTEL C2</b>	CH 01	HC 3RD TT ROOM	16
	CH 02	HC 313	
	CH 03	HC 315	
	CH 04	HC 320	
	CH 05	HC 324	
	CH 06	HC 401	
	CH 07	HC 403	
	CH 08	HC 410	
	CH 09	HC 412	
	CH 10	HC 4TH TV ROOM	
	CH 11	HC 413	
	CH 12	HC 415	
	CH 13	HC 420	
	CH 14	HC 424	
	CH 15	HC LIFT 1	
	CH 16	HC LIFT 2	
<b>HOSTEL C3</b>			
<b>HOSTEL C3</b>	CH 01	C WING 501 01	16
	CH 02	C WING 502 02	
	CH 03	C WING 510 03	
	CH 04	C WING 512 04	
	CH 05	C WING GYM ROOM	
	CH 06	C WING 513 06	
	CH 07	C WING 515 07	
	CH 08	C WING 520 08	
	CH 09	C WING 524 09	
	CH 10	C WING 601 10	
	CH 11	C WING 603 11	
	CH 12	C WING 610 12	
	CH 13	C WING 612 13	
	CH 14	C WING TT ROOM 14	
	CH 15	C WING 613 15	
	CH 16	C WING 615 16	
<b>HOSTEL C4</b>			
<b>HOSTEL C4</b>	CH 01	HC 1ST TV ROOM	16
	CH 02	HC 120	
	CH 03	HC 124	
	CH 04	HC 201	
	CH 05	HC 203	
	CH 06	HC 210	
	CH 07	HC 212	
	CH 08	HC 2ND GYM ROOM	
	CH 09	HC 215	
	CH 10	HC 213	
	CH 11	HC 220	
	CH 12	HC 224	
	CH 13	HC 301	
	CH 14	HC 303	
	CH 15	HC 310	
	CH 16	HC 312	
<b>HOSTEL C5</b>			
<b>HOSTEL C5</b>	CH 01	C WING 813	15
	CH 02	C WING 815	
	CH 03	C WING 820	
	CH 04	C WING 824	
	CH 05	C WING 901	
	CH 06	C WING 903	
	CH 07	C WING 910	
	CH 08	C WING 912	
	CH 09	C WING TV ROOM	
	CH 10	C WING 913	







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**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

	CH 11	C WING 915	
	CH 12	C WING 920	
	CH 13	C WING 924	
	CH 14	HC OTIS LIFT 2	
	CH 15	HC OTIS LIFT 1	
	CH 16	FREE	
<b>HOSTEL C6</b>			
HOSTEL C6	CH 01	C WING 620 1	16
	CH 02	C WING 624 0	
	CH 03	C WING 701	
	CH 04	C WING 703	
	CH 05	C WING 710	
	CH 06	C WING 712	
	CH 07	C WING TV ROOM	
	CH 08	C WING 713	
	CH 09	C WING 715	
	CH 10	C WING 720	
	CH 11	C WING 724	
	CH 12	C WING 801	
	CH 13	C WING 803	
	CH 14	C WING 810	
	CH 15	C WING 812	
	CH 16	C WING GYM ROOM	
<b>HOSTEL C7</b>			
HOSTEL C7	CH 01	1001	16
	CH 02	1003	
	CH 03	1010	
	CH 04	1012	
	CH 05	1013	
	CH 06	1015	
	CH 07	1020	
	CH 08	1024	
	CH 09	1101	
	CH 10	1103	
	CH 11	1110	
	CH 12	1112	
	CH 13	1113	
	CH 14	1115	
	CH 15	1120	
	CH 16	1124	
<b>HOSTEL B1</b>			
HOSTEL B1	CH 01	HB RECEPTION GIRLS	16
	CH 02	G 001	
	CH 03	G 003	
	CH 04	GF 007	
	CH 05	G 405	
	CH 06	G 408	
	CH 07	G 407	
	CH 08	G 410	
	CH 09	G 506	
	CH 10	G 508	
	CH 11	G 510	
	CH 12	G 512	
	CH 13	G 606	
	CH 14	G 608	
	CH 15	G 610	
	CH 16	G 612	
<b>HOSTEL B2</b>			
	CH 01	HB RECEPTION BOYS	
	CH 02	B 301	
	CH 03	B 303	
	CH 04	B 308	





**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

HOSTEL B2	CH 05	B 312	16
	CH 06	B 101	
	CH 07	B 105	
	CH 08	B 107	
	CH 09	B 110	
	CH 10	1ST FLOOR TV ROOM	
	CH 11	B 203	
	CH 12	B 206	
	CH 13	B 208	
	CH 14	B 212	
	CH 15	Medical Center	
	CH 16	Medical Center	
<b>HOSTEL B3</b>			
HOSTEL B3	CH 01	G 703	16
	CH 02	G 706	
	CH 03	G 708	
	CH 04	G 712	
	CH 05	G 803	
	CH 06	G 806	
	CH 07	G 808	
	CH 08	G 812	
	CH 09	G 903	
	CH 10	G 906	
	CH 11	G 908	
	CH 12	G 912	
	CH 13	G 1003	
	CH 14	G 1006	
CH 15	G 1008		
CH 16	G 1012		
<b>HOSTEL B4</b>			
HOSTEL B4	CH 01	G 1108	8
	CH 02	G 1106	
	CH 03	G 1112	
	CH 04	G 1103	
	CH 05	G HB 7F TV	
	CH 06	G HB LIFT B2	
	CH 07	HB TT ROOM 2NF F	
	CH 08	HB GYM 3RD F	
<b>IP CAMERA</b>			
IP CAMERA	CH 01	4F MCALAB 17	29
	CH 02	1F RECEPTION-2	
	CH 03	PG GF STAIRCASE RACK	
	CH 04	HOSTEL C SPEED DOME 2	
	CH 05	GF LIBRARY-1	
	CH 06	GF LIBRARY-2	
	CH 07	1F LIBRARY-1	
	CH 08	1F LIBRARY	
	CH 09	4F GTU ROOM	
	CH 10	FREE	
	CH 11	4F MCA LAB-18	
	CH 12	GF PHYSIOTHERAPY	
	CH 13	2F P.G. TIPO-1	
	CH 14	2F P.G. TIPO-2	
	CH 15	3F P.G. SEMINAR HALL-1	
	CH 16	3F P.G. SEMINAR HALL-2	
	CH 17	4F TRUSTIES ROOM	
	CH 19	LB LIFT 1	
	CH-21	PG SEMINAR HALL IN CAM2	
	CH 22	MB 512 BACK SIDE SPEED DOME	
	CH 23	HOSTEL B SPEED DOME	
	CH 24	PG BACK SIDE SPEED DOME	





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	CH 25	MA 612 SPEED DOME	
	CH 26	HOSTEL C SPEED DOME 1	
	CH-28	LB LIFT 2	
	CH 29	MB 206 ACCOUNT	
<b>NVR</b>			
<b>NVR 1</b>	D1	LB GF LOBBY 1	<b>64</b>
	D2	LB GF LOBBY 3	
	D3	LB001	
	D4	LB002	
	D5	LB003	
	D6	LB004	
	D7	LB007	
	D8	LB008	
	D9	LB 009(LIBRARY)	
	D10	LB GF LOBBY 2	
	D11	LB 010-1	
	D12	LB 010-2	
	D13	LB ELE ROOM-1	
	D14	LB ELE ROOM-2	
	D15	LB 1ST FLOOR LOBBY	
	D16	LB 101	
	D17	LB 102	
	D18	LB 103	
	D19	LB 105	
	D20	LB 107	
	D21	LB 108	
	D22	LB 109	
	D23	LB 109 LOBBY	
	D24	LB 201 LOBBY	
	D25	LB 201	
	D26	LB 202	
	D27	LB 203	
	D28	LB 205	
	D29	LB 207	
	D30	LB 208	
	D31	LB 209 LOBBY	
	D32	LB 210	
	D33	LB 211	
	D34	LB 302	
	D35	LB 303	
	D36	LB 308	
	D37	LB 309 LOBBY	
	D38	LB 401 LOBBY	
	D39	LB 401	
	D40	LB 402	
	D41	LB 403	
	D42	LB 404	
	D43	LB 405	
	D44	LB 408	
	D45	LB 409	
	D46	LB 410	
	D47	LB 409 LOBBY	
	D48	LB 411	
	D49	LB 412	
	D50	LB 501 LOBBY	
	D51	LB 501	
	D52	LB 502	
	D53	LB 503	
	D54	LB 504	
	D55	LB 508	
	D56	LB 509	
	D57	LB 510	





**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

	D58	LB 509 LOBBY	
	D59	LB SPEED DOME	
	D60	PG FRONT SPEED DOME	
	D61	IP CAM-61	
	D62	LB 505	
	D63	LB 301 LOBBY	
	D64	LB 301	
NVR 2	D1	LB 601 LOBBY	64
	D2	LB 601	
	D3	LB 602	
	D4	LB 603	
	D5	LB 604	
	D6	LB 605	
	D7	LB 606	
	D8	LB 608	
	D9	LB 609	
	D10	LB 610	
	D11	LB 609 LOBBY	
	D12	LB 611	
	D13	LB 612	
	D14	LB RECEPTION	
	D15	LB 506	
	D16	LB 306(STATIONARY)	
	D17	LB 307	
	D18	LB 209	
	D19	LB 305-1	
	D20	LB 309	
	D21	LB310(FACULTY)	
	D22	LB 104-1	
	D23	LB 104-2	
	D24	LB ADMIN OFFICE	
	D25	LB 1ST FLOOR CENTER LOBBY	
	D26	LB 1F LIFT LOBBY	
	D27	LB 2F CENTER LOBBY	
	D28	LB 304(LAB)	
	D29	LB 8F LIFT LOBBY	
	D30	LB 305-2(LAB)	
	D31	LB 801 LOBBY	
	D32	LB LIFT CAMERA	
	D33	LB 703	
	D34	LB 704	
	D35	LB 705	
	D36	LB 706	
	D37	LB 708	
	D38	LB 709	
	D39	LB 710	
	D40	LB 701 LOBBY	
	D41	LB 701	
	D42	LB 702	
	D43	MAIN BUILDING RECEPTION SD	
	D44	LB 801	
	D45	LB 802	
	D46	LB 803	
	D47	LB 804	
	D48	LB 805	
D49	LB 806		
D50	LB 305(WINDOW-1)		
D51	LB 305(WINDOW-2)		
D52	LB 901 LOBBY		
D53	LB 910 LOBBY		
D54	LB 808		
D55	LB 809		





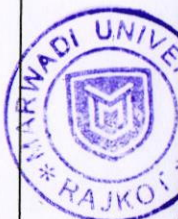
**Key Indicator - 7.1 Institutional Values and Social Responsibilities**
**7.1.1.Measures initiated by the Institution for the promotion of gender equity during the last five years.**

	D56	LB 810	
	D57	LB 810 LOBBY	
	D58	LB 811	
	D59	LB 812	
	D60	LB 901	
	D61	LB 902	
	D62	LB 903	
	D63	LB 904	
	D64	LB 905	
	D1	CANTEEN 1F CAME-1	
	D2	CANTEEN 1F CAME-2	
	D3	CANTEEN 1F CAME-3	
	D4	CANTEEN 1F CAME-4	
	D5	CANTEEN 1F CAME-5	
	D6	CANTEEN 1F CAME-6	
	D7	CANTEEN 1F CAME-7	
	D8	CANTEEN 1F CAME-8	
	D9	CANTEEN 1F CAME-9	
	D10	CANTEEN 1F CAME-10	
	D11	CANTEEN 1F CAME-11	
	D12	CANTEEN 1F CAME-12	
	D13	TRANSPORT WORKSHOP OFFICE	
	D14	VADI PARKING IN	
	D15	VADI PARKING OUT	
	D16	SPB 3F RACK AREA	
	D17	SPB 3F GYM-1	
	D18	SPB 3F GYM-2	
	D19	SPB 3F TTR-1	
	D20	CANTEEN WATER ROOM	
	D21	SPB 3F TTR-2	
	D22	SPB 3F HALL-1	
	D23	SPB 3F HALL-2	
	D24	SPB 2F CAM-1	
	D25	SPB 2F CAM-2	
	D26	SPB 2F CAM-3	
	D27	SPB 2F CAM-4	
	D28	RECEPTION-3	
	D29	MAIN GATE ENTRY	
	D30	MAIN GATE EXIT	
	D31	MAIN GATE PARKING ROAD	
	D32	MC301(BOARD ROOM)	
	D33	SPB 1F RACK AREA	
	D34	SPB 1F VEG. CUTTING AREA	
	D35	SPB 1F HANDWASH -1	
	D36	SPB 1F HANDWASH-2	
	D37	SPB 2F ENTRY	
	D38	RECEPTION-1	
	D41	LB 906	
	D42	LB 908	
	D43	LB 910	
	D44	LB 911	
	D45	PG VADI ENTRY IN	
	D46	PG VADI ENTRY OUT	
	D47	ENTRY-1	
	D48	ENTRY-2	
	D49	LB 9F CENTER LOBBY	
	D50	LB 9F LIFT AREA	
	D51	LB 701 LOBBY	
	D52	INTERNATIONAL CANTEEN IP CAM-1	
	D53	INTERNATIONAL CANTEEN IP CAM-2	
	D54	INTERNATIONAL CANTEEN IP CAM-3	
	D55	INTERNATIONAL CANTEEN IP CAM-4	

NVR 3

55

*nijadeja*  
Registrar  
Marwadi University





## **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the last five years**

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**Specific facilities provided for women in terms of:**

- a) Safety and security – Fire Extinguishers & Training



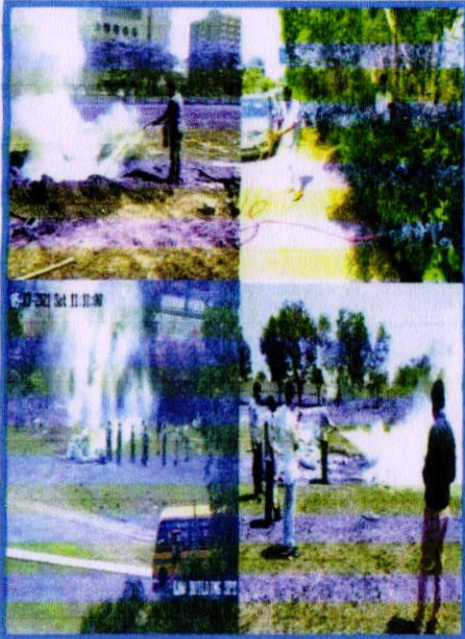


CAN DO...

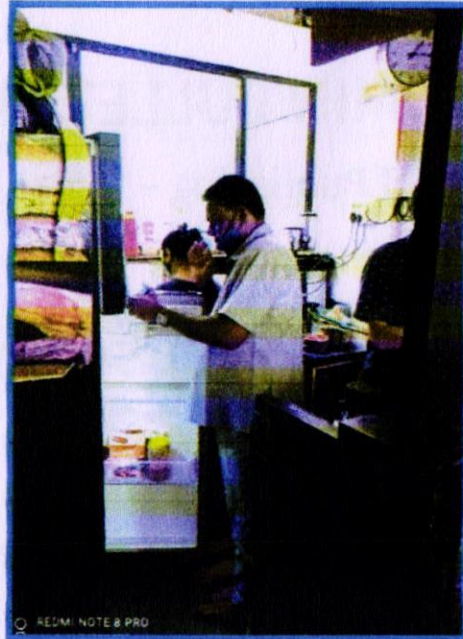


MARWADI UNIVERSITY

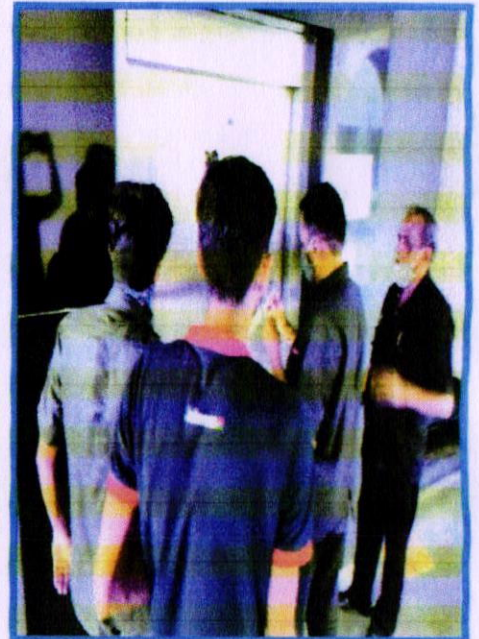
SECURITY DEPARTMENT



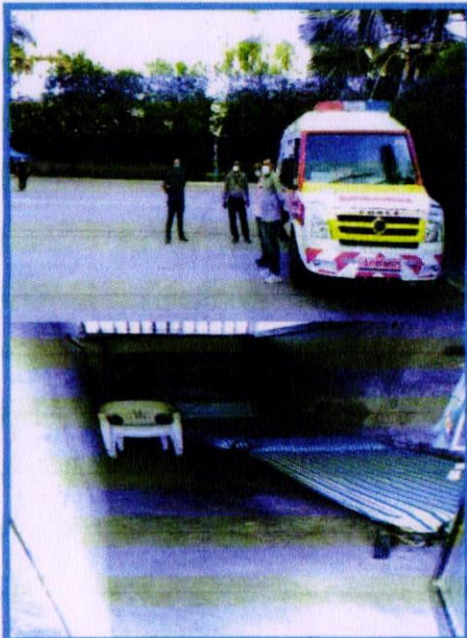
Fire Fighting by Security staff



Food outlet surprise check by Security Dept



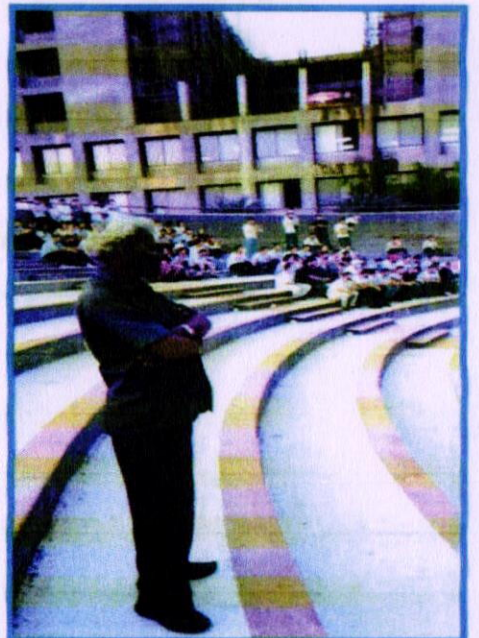
Lift training to Security by Johnson Employee



108 Ambulance staff at MU campus for Covid emergency



Controlling bull menace near International canteen



Celebrations on 29th May, 2021 by Syrian Students under Admin supervision





## ADMIN BULLETIN-42

Date of Publishing - 1<sup>st</sup> May 2021

### Editorial Board

#### Editor

Col Rajagopalan Suresh  
SVP, Admin

#### Joint-Editors

Mr Mahanand Pant

Mr Rajendra Vadoliya

Mr Mayank Sharma

#### Design & Compilation

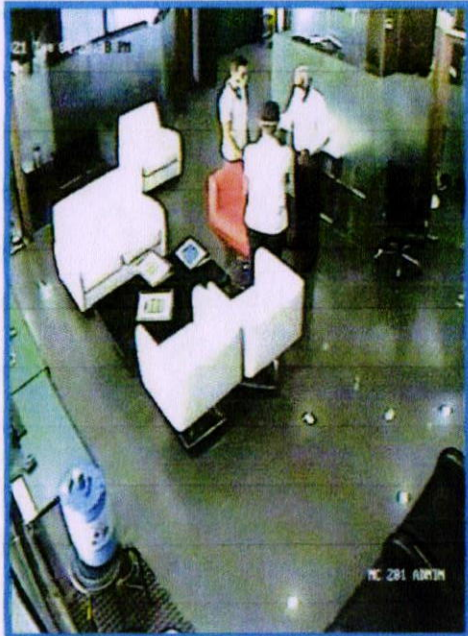
Mr Abhay Chauhan

Ms Minaxi Narwani





SECURITY DEPARTMENT



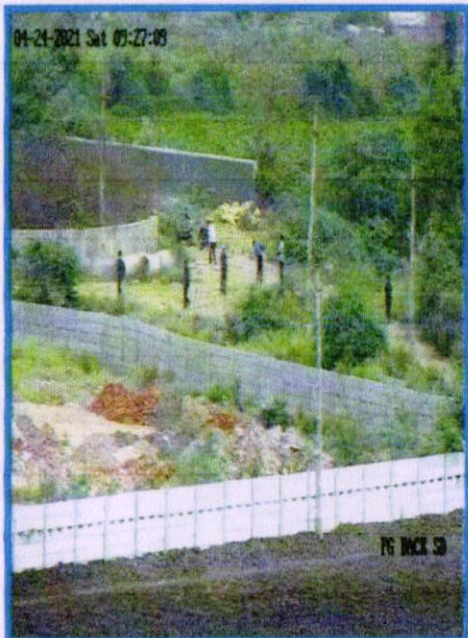
Students being counselled in Covid precautions



Security support during COE inspection



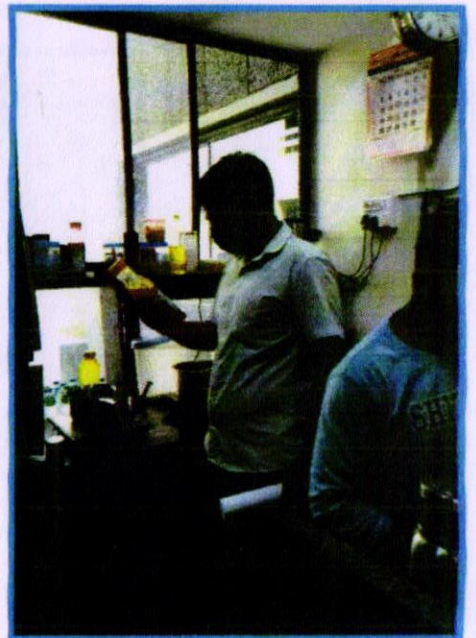
Fire at Vadi fields being dozed off by security dept



Dog squad in action catching a sick dog



Snake caught regularly in campus by security dept

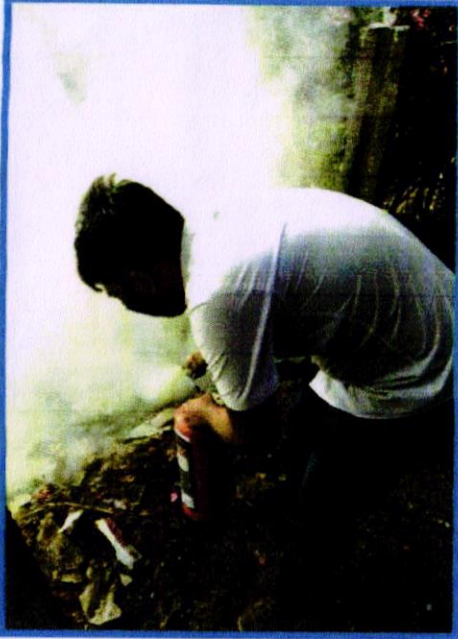


Surprise check of food outlets by security

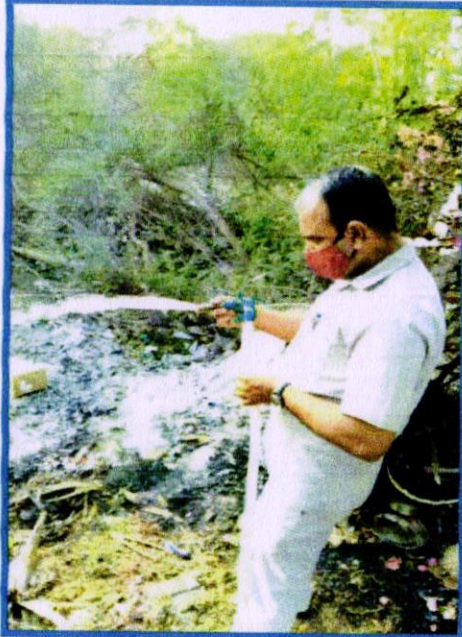




**SECURITY DEPARTMENT**



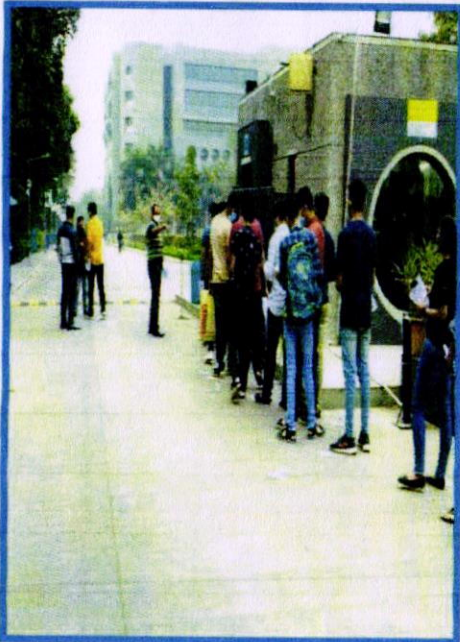
Fire safety training by security officer



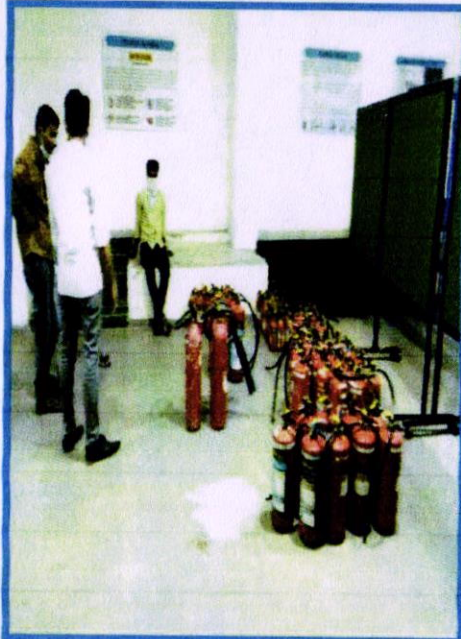
Live fire fighting by security supervisor



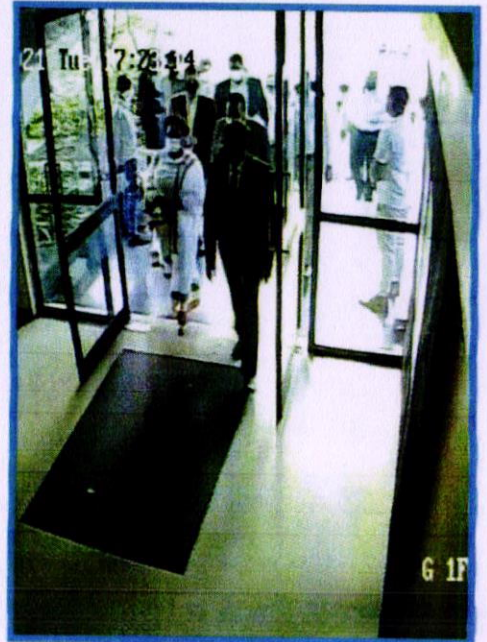
Gold Bracelet found by HK staff Pushpaben Being Handed over to student Janki R by Lost and Found Dept



JEE candidates being checked @main gate



FE bottles refilling & checking on regular basis



Security escorting the VIP during visit





## **ADMIN BULLETIN-40**

Date of Publishing - 1<sup>st</sup> March 2021

### **Editorial Board**

#### **Editor**

Col Rajagopalan Suresh  
SVP, Admin

#### **Joint-Editors**

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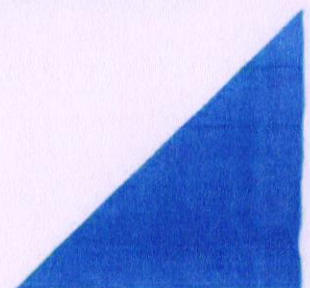
Mr Rajendra Vadoliya

Mr Mayank Sharma

#### **Design & Compilation**

Mr Abhay Chauhan

Ms Minaxi Narwani





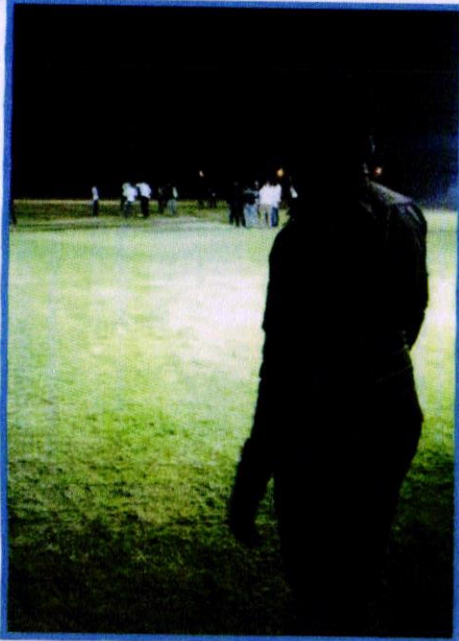


CAN DO...

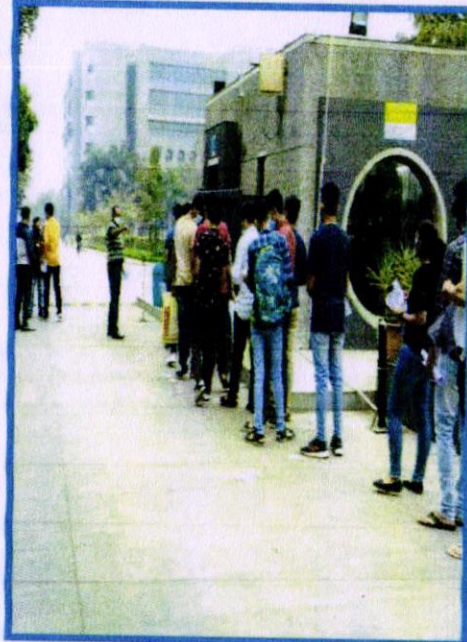


Marwadi University

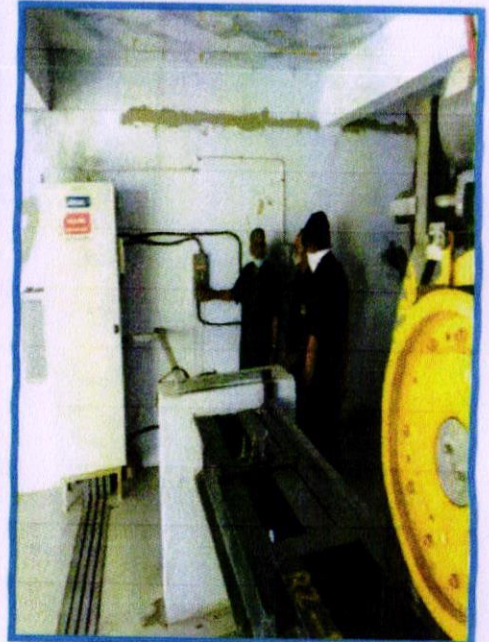
SECURITY DEPARTMENT



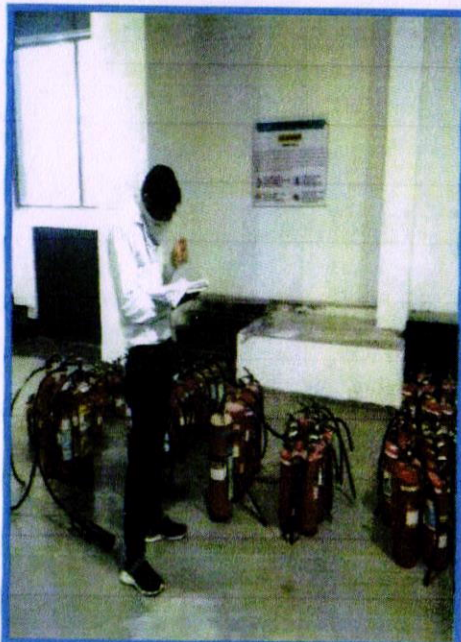
Security assisting Hostel during Freshers' Party



Security control @Main gate & Campus areas for JEE exam



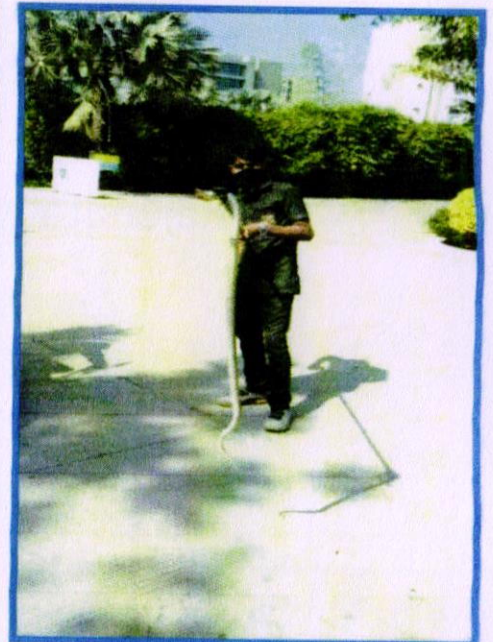
Training Security persons in lift operations and evacuation Drill



Fire Extinguishers Routine Refilling



Training in use of Fire Extinguishers



Snake caught by a security







## **ADMIN BULLETIN-34**

**Date of Publishing - 1<sup>st</sup> September 2020**

### **Editorial Board**

#### **Editor**

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Mr Rajendra Vadoliya  
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Mr Dipak Gondaliya

Mr Rajesh Dodiya  
Mr Mayank Sharma  
Mr Abhay Chauhan







CAN DO...

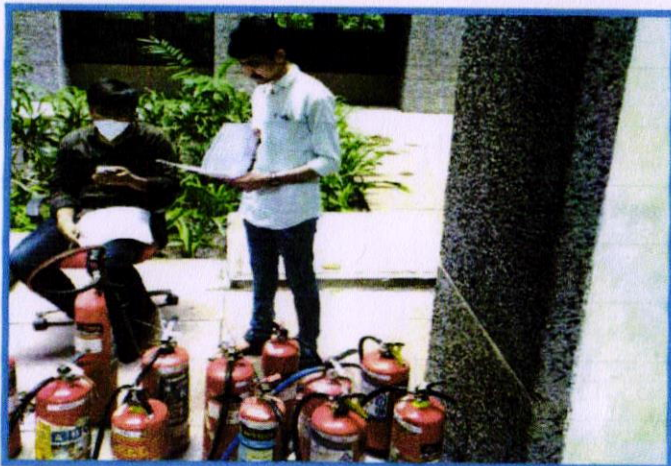


Marwadi University

SECURITY DEPARTMENT



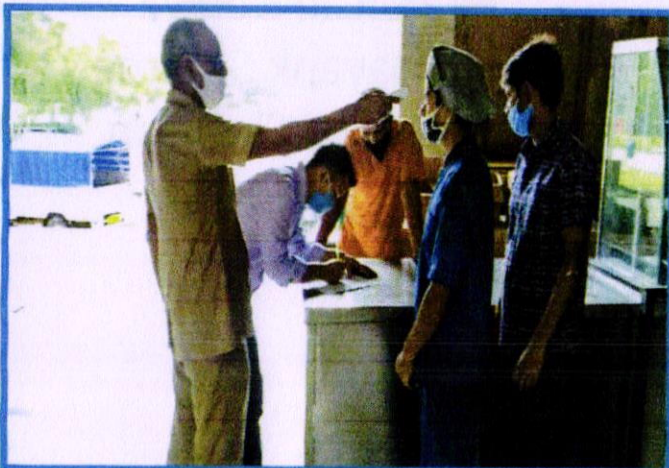
Independence Day Celebrations



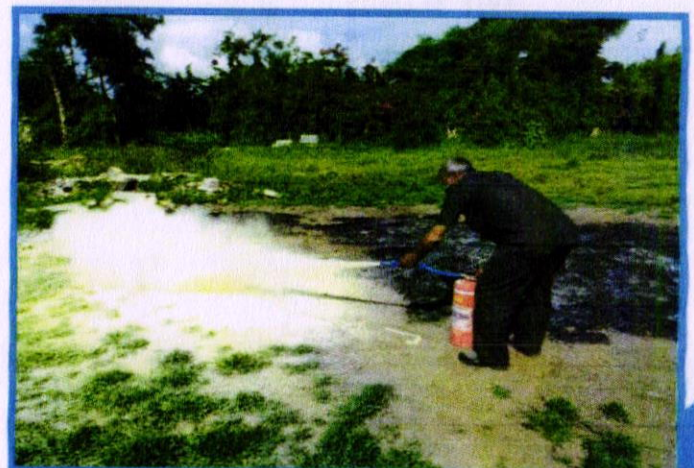
Auditing of fire extinguishers



Refilling and AMC contract for fire extinguishers



Canteen Staff Temperature Check



Training in use of fire extinguishers -Fire Practice





## **ADMIN BULLETIN-32**

Date of Publishing - 1<sup>st</sup> July 2020

### **Editorial Board**

#### **Editor**

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#### **Joint-Editors**

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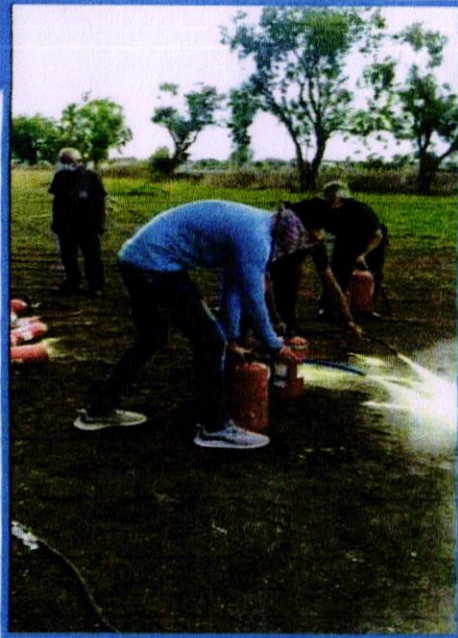
Mr Rajendra Vadoliya  
Mr Chintan Vyas  
Mr Dipak Gondaliya

Mr Rajesh Dodiya  
Mr Mayank Sharma  
Mr Abhay Chauhan

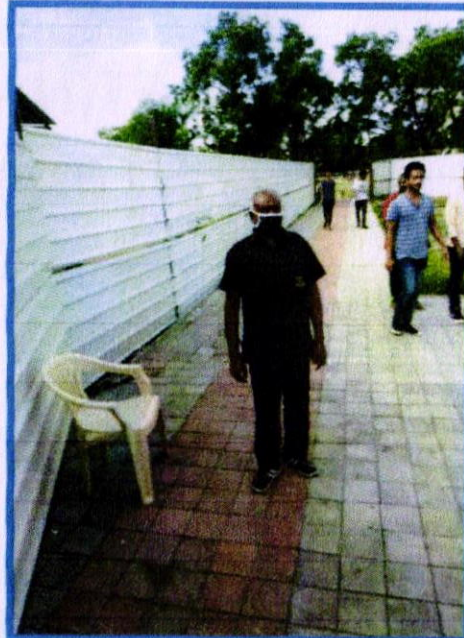




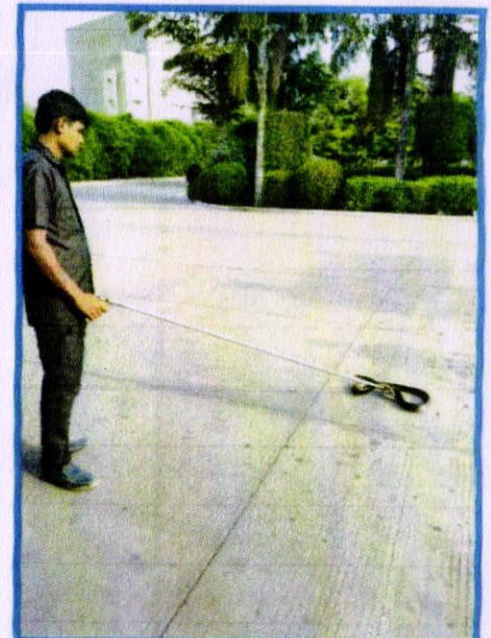
**SECURITY DEPARTMENT**



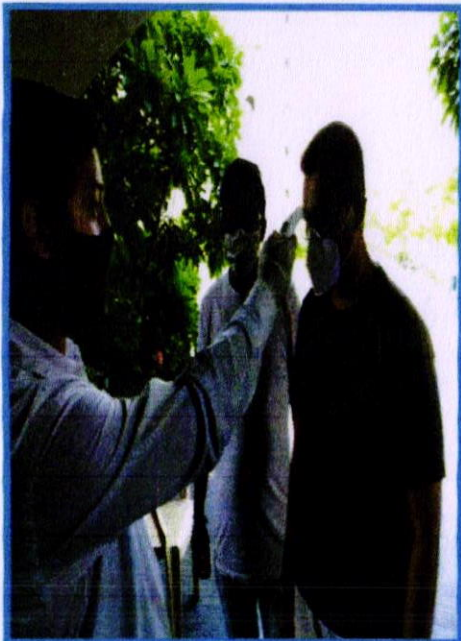
*Security officer Mr. Ravindrasinh attending fire extinguisher training*



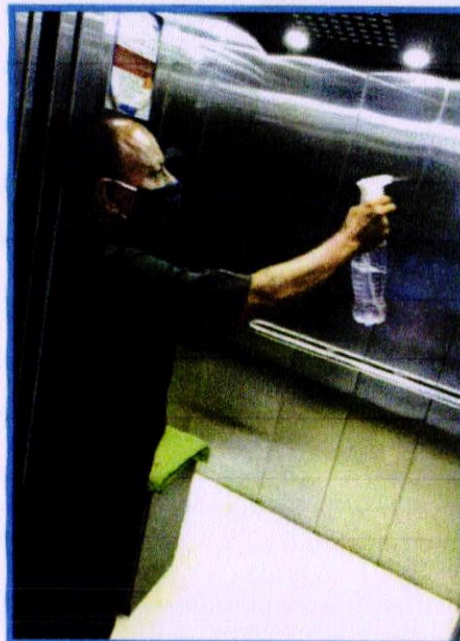
*Security support at International canteen*



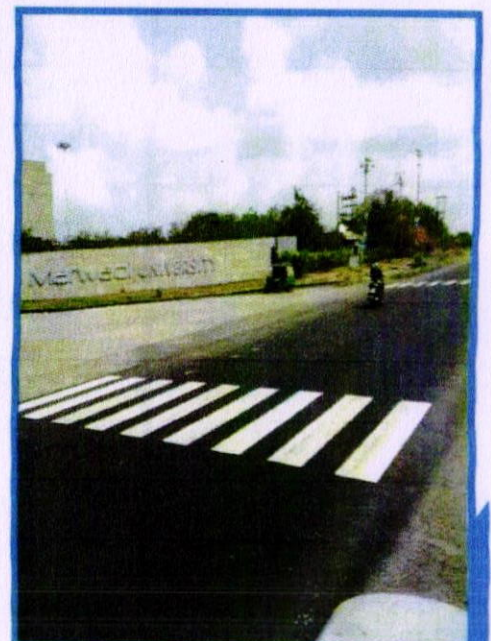
*Be more cautious of snakes in rainy season*



*Infrared thermometer screening by security supervisors in PG building*



*Lift sanitization by security staff*



*Security Department got zebra crossing done on priority in front of the gate through liason*





**Marwadi**  
University

## **ADMIN BULLETIN-25**

**Date of Publishing – 1<sup>st</sup> December 2019**

### **Editorial Board**

#### **Editor**

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SVP, Admin

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**Mr Rajesh Dodiya**  
**Mr Mayank Sharma**  
**Mr Abhay Chauhan**



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education foundation



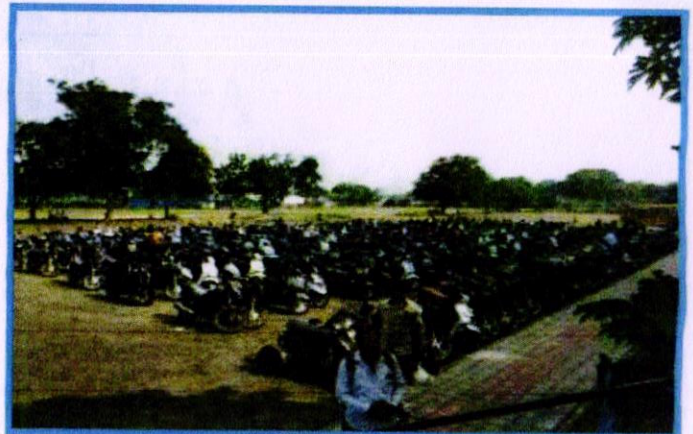




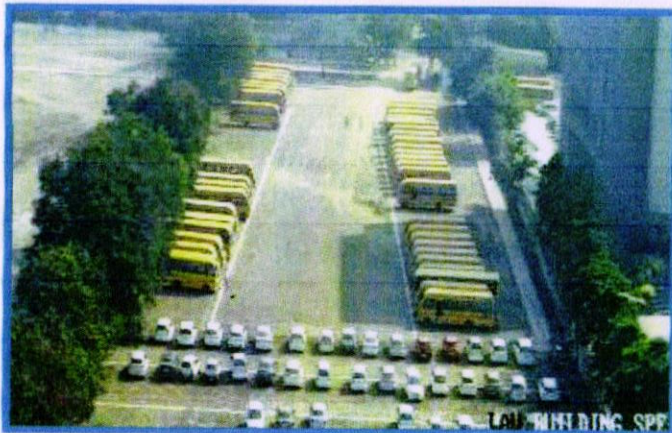
**SECURITY DEPARTMENT**



*Security deployment for "Bin-Sachivalay" Exam dated 17/11/2019*



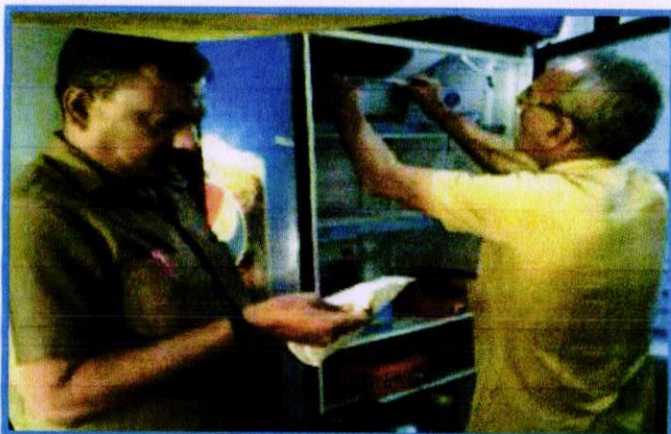
*Parking arrangements for visitors during exam*



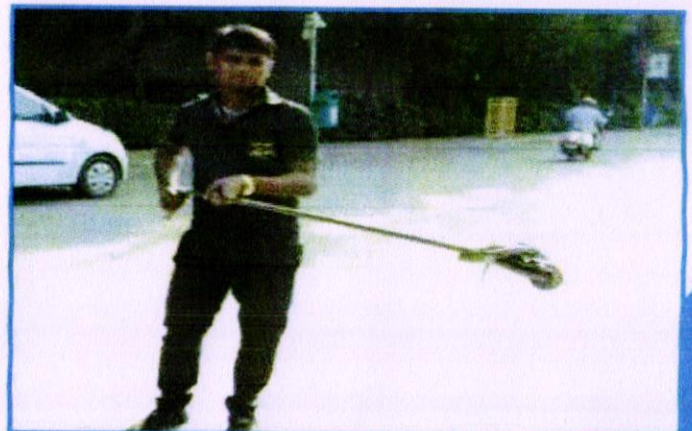
*Regular Monitoring of parking Set-up in Vadi*



*Fire safety training to Hostel - B Staff & Students*



*Security check of food outlets in MEFGI Campus*



*Snakes caught by Security Team regularly - "Be cautions at night time"*



**FIRE  
EXTINGUISHER  
LOCATION**







Fire Extinguisher Location Chart

Count of Area		FireType - ABC Capacity						ABC Total	FireType - CO2 Capacity				CO2 Total	FireType - K-Type Capacity	K-TYPE Total	FireType M-Form 45 Ltr	M-Form Total	Grand Total
Building Name	Area	1	2	4	5	6	9		4.5	6.5	9	23		9				
11 KVA	11KVA								3		1	1						5
11 KVA Total									3		1	1						5
AMPHY THEATRE	ATS001			1				1										1
	ATS002			1				1										1
	ATS003			1				1										1
	ATS004			1				1										1
	ATS005				1			1										1
	ATS006			1				1										1
	ATS007			1				1										1
	ATS008				1			1										1
AMPHY THEATRE Total				6	2			8										8
Electric Room (DG)	ERDG001								2			1	3			1	1	4
Electric Room (DG) Total									2			1	3					3
Guest House	GH105					1		1										1
	GH205					1		1										1
	GH305					1		1										1
	GH405					1		1										1
Guest House Total						4		4										4
Hostel	HA004					1		1										1
	HA00R								1				1					1
	HA1003					1		1										1
	HA1010						1	1										1
	HA103			1				1										1
	HA110					1		1										1
	HA1104					1		1										1
	HA1111					1		1										1
	HA1114					2		2										2
	HA115R								1				1					1
	HA1TR					1		1										1
	HA203			1				1										1
	HA210					1		1										1
	HA303			1				1										1
	HA310			1				1										1
	HA3GT					1		1										1
	HA3SR								1				1					1
	HA403			1				1										1
	HA410					1		1										1
	HA503			1				1										1
	HA510					1		1										1
	HA514					1		1										1
	HA603			1				1										1
	HA610					1		1										1
	HA65R								1				1					1
	HA703					1		1										1
	HA710					1		1										1
	HA7TR					1		1										1
	HA803					1		1										1
	HA810					1		1										1
	HA903					1		1										1
	HA910					1		1										1
	HA914					1		1										1
	HA95R								1				1					1
	HAR001			1				1										1
	HB00R			2				2	1				1					3
	HB1002					1		1										1
	HB1008					1		1										1
	HB103			1				1										1
	HB108					1		1										1
	HB1102					1		1										1
	HB1108					1		1										1
	HB115R								1				1					1
	HB203			1				1										1
	HB208			1				1										1
	HB303			1				1										1
	HB308					1		1										1
	HB305								1				1					1
	HB3TT					1		1										1
	HB403			1				1										1
	HB408					1		1										1
	HB503			1				1										1
	HB508			1				1										1
	HB5GT					1		1										1
	HB602					1		1										1
	HB608					1		1										1
	HB65R								1				1					1
	HB702					1		1										1
	HB708					1		1										1
	HB7TR					1		1										1
	HB802					1		1										1
	HB808					1		1										1
	HB902					1		1										1
	HB908					1		1										1
	HB914					1		1										1
	HB95R								1				1					1
	HBRO01					1		1										1
	HC006			1				1										1
	HC008			1				1										1
	HC00R			1				1	1			1	2					3
	HC0GT					1		1										1
	HC1003					1		1										1























# **FIRE SAFETY KITS & OTHER SAFETY ITEM**



FIRE SAFETY KITS & OTHER SAFETY ITEM			
Sr. No	Item Name	Nos./SOQ	Location
1	M-FORM 50KG QTY	1	ERDG001
2	ELECTRIC SHOCK PROOF MAT	20	ERDG001
3	FIRE EMERGENCY KIT	2	Security Main Gate
			Main Canteen
4	FIRE BALL	10	MB3FC
			MC201
			SOMG01
			HA00R
			HB00R
			PG4ER01
			MB315
			MCS004
			PG001
			CANSME101
5	AUTOMATIC FE	6	PG001
			ERDG001
			HC00R
			LBR01
			CD001
			SOGM001
6	Stand Bucket stand	2	ERDG001
			11KVA

*nyadepa*  
Registrar  
Marwadi University





WE SERVE TO SAVE  
**GUJARAT STATE FIRE PREVENTION SERVICES**  
**REGIONAL-RAJKOT**

Gondal Nagarpalika, station plot, college chok,  
gondal (360311) Dist. Rajkot. Mo.80009 76310  
E-mail. Id : np\_gondal@yahoo.co.in

NO/F.O.-SFPC/FIRE NOC- University /GDL/041/2022

DATE :23/04/2022

**FORM 13**

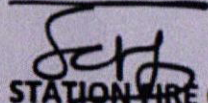
(See Sub-rule (1) of rules 23)

**FIRE SAFETY CERTIFICATE**

certified that the "MARWADI EDUCATION FOUNDATION, LOCATED AT :  
SUR.NO.449/P1,P2,P4, AND 451/P1,P2, RAJKOT-MORBI ROAD, GAVARIDAD, DIST-RAJKOT."  
Comprised of University building and having occupancies University of owner / Occupied /  
President / Manager / Director by MR. JITENDRA AMRUTLAL CHANDARANA have complied  
with the fire prevention and fire safety requirements in accordance with section 18 and  
verified by the concerned officer of on date: 23/04/2022 in the presence of MR. RAVI  
GARACH and that the building/premises in fit occupancy with effect from for a period of (  
from date:23/04/2022 to date: 22/04/2024) 2 (TWO) Years in accordance with rules and  
subject to compliance of any specific laid by the issuing officer.

ISSUED DATE :23/04/2022



  
STATION FIRE OFFICER  
GONDAL NAGARPALIKA  
GONDAL



# STANDARD OPERATING PROCEDURE FIRE PREVENTION & FIRE FIGHTING

## ❖ PURPOSE

To lay down instructions for Fire Prevention for strict implementation by all personnel of the University in the Campus and Hostels managed and run by the University and also lay down procedure to be followed in the event of any outbreak of Fire.

## ❖ FIRE PREVENTION

All employees and students of the University must ensure that all precautions and measures are taken to ensure that no fire takes place in our Campus and Hostels.

- The following precautions/ measures must be taken.
  - Any loose connection, short circuiting, spark from the plugs and fuse blowing off, must immediately be reported to the Maintenance department in writing. Overloading of sockets by multi plugs should be avoided.
  - All plugs should be pulled out by occupants from rooms/ cabins in the evening before departure and appliances switched off.
  - Security supervisor will get all non-required lights switched off in the evening, other than those of corridor/ external lights.
  - Key peons will check that all switches are off before locking the room. The switches include those of Computer and "Chord" switches also. All rooms where switches are "On" will be given next morning as a written report for follow-up action. Security Officer shall monitor this.
  - Burning of candles and incense sticks is strictly prohibited. In cases where the wax sealing of documents is required, the same must be done with due care. Similarly, during any inauguration ceremony, requiring lamp lighting, the concerned coordinators should ensure that all safety measures are in place.
  - Strict fire precautions in workshops should be ensured by Workshop In-charge. In the event of any fire, the fire extinguishers should be brought to effective use by the lab staff. It is therefore essential that each lab must have persons trained in the use of fire extinguishers.
  - Papers or other material requiring destruction by burning would be done outside the campus area by the Housekeeping staff, under the supervision of Security staff, as per current practice.
  - Fire precautions must be ensured in the Cafeteria kitchen and Hostels. Incidents in hostel viz. leaving the iron "on" or other combustible material, overloading of sockets, leaking gas cylinders, short circuiting etc, is to be absolutely avoided. Necessary instructions be issued to all concerned and checks carried out by the respective

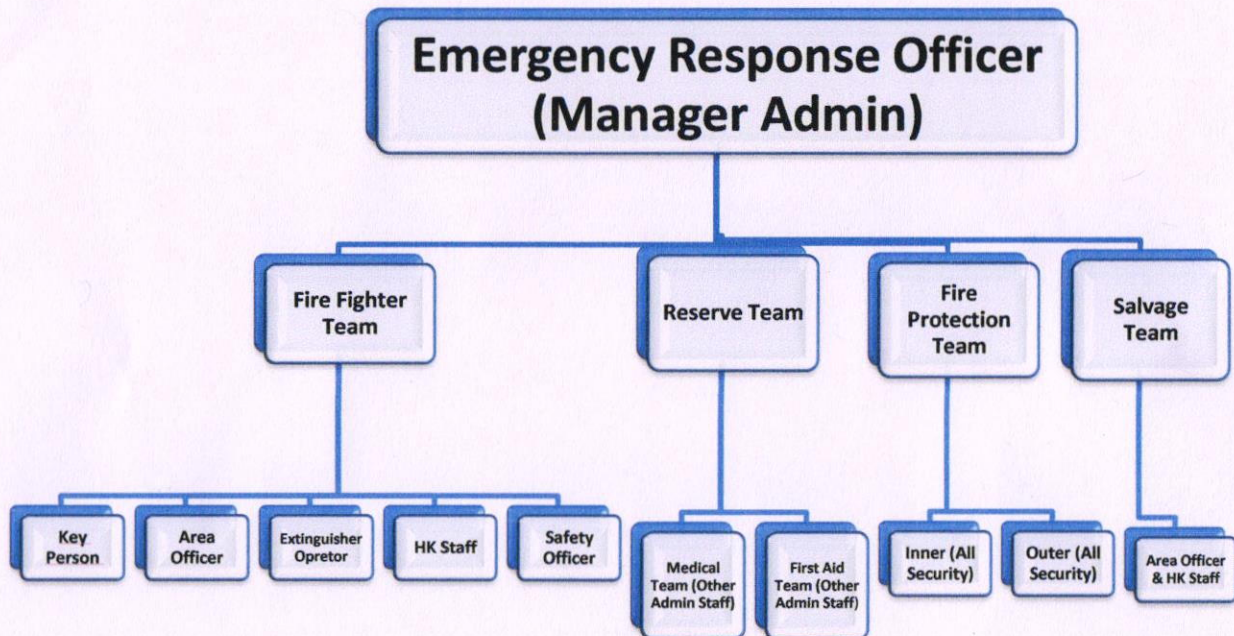


authorities on daily basis. The Canteen Committee must ensure precautions against fire in the Cafeteria.

- Maintenance department would lay down strict fire safety instructions pertaining to storage of diesel, operations of DG sets, air conditioning and electric wiring in all the buildings. Weekly checks of any loose wiring and connections in the building would be carried out by the Maintenance Supervisor.
- Fire Fighting Officer shall carry out an assessment of the need of fire- fighting equipment after every new facility is created inside the campus and work out requirement of fire-fighting equipment. He would be required to put up the proposal to SVP, Admin for procurement of additional fire equipment. He will also ensure 100% serviceability of the existing equipment and get the equipment inspected annually by a certified body. He will also ensure that the required personnel are trained in using the fire extinguishers and that a mock drill rehearsing the actions in the event of any fire accident is carried out once a year involving all university employees.

❖ **EMERGENCY RESPONSE TEAM**

- The composition of the parties would be as under:-





❖ **ACTION IN CASE OF OUTBREAK OF FIRE**

- The following sequence of action would be followed:-
  - Whenever any fire is noticed in any part of the Campus, the person(s) noticing fire must shout "Fire", "Fire", "Fire" to draw attention of all persons around to put off the fire immediately. To supplement this, whistles provided to the security staff would be blown in short spurts. The Hooter system available and Fire Alarm be operated immediately, indicating fire.
  - The Security Guards present in the Campus shall inform all members of The Marwadi University about the location of fire, as passed on to them by the Security Officer, on the mobile, who shall also be leading the Fire Fighting Team.
  - All faculty and staff should move down the stairs quickly, in a manner to avoid any stampede. They shall also be responsible to control the quick and safe exit of the students of their respective departments. Unless specifically told to reach the location of incident of fire, they would invariably collect in the area of cricket ground/Vadi, allowing the firefighting team to effectively put off the fire. The stairs closest to the class rooms would invariably be used for the exit, unless prevented by the fire.
  - Control room operator on duty duly guided by Area Officer would immediately inform the Fire Department of RUDA at telephone No. 101 and request for the fire tender. However, for purpose of drill practice, the communication link would be tested with the RUDA Fire Department for its efficacy.
  - All Electric supply of the building should close during of fire emergency.
  - No one can use lift during fire emergency

❖ **FIRE FIGHTING TEAM**

Fight fire with all fire fighting equipments. Use all fire extinguishers as appropriate. Control fire hydrant operations under Fire Officer, Ensure all equipments are serviceable.

- **The Piquet/Salvage Team**  
Remove all items as per priority from the area of fire, salvage out all material safely. Team must adequate hooks and poles to take out items for fire cover.
- **The Cordon/Protection Team**  
This team prevents people from crowding in fire area, help in guiding all escapees from fire area to reach assembly area. Prevent other administrative and other persons from blocking route and supply of fire extinguishers for the fire fighting party.
- **The Reserve Team Reserve**







Team must have equipments to ensure adequate people are available for reinforce fire fighting team. They will also support Fire Officer in executing the directions.

➤ **The Transport Officer**

The Transport Officer The transport officer will coordinate Traffic control. Guide fire tenders for deployment. Take company vehicles away from the area of fire.

➤ **Medical/evacuation Team**

This team will contact Ambulance, establish a safe area & provide first aid to the injured people. The team must have all first aid kit. Be in touch with empanelled hospital & evacuate cases of emergency.

❖ **REPORTING SYSTEMS**

➤ All efforts will be made to ensure that the reporting of fire is informed at the fastest means to the provost, registrar, SVP, Fire station, Police and empanelled hospital. Some of the actions are as listed below:

- Team In-charge shall report to the Manager (Admin) on the status of fire incident who will give further instructions, as deemed fit. The Manager(Admin) shall arrange for FIR to be filed and insurance company representatives to be called in for on the spot inspection.
- Contact numbers of all the important numbers must be kept at the gate, admin office and at Registrar office. Preferably, these numbers should be known to all.
- In case of fire the essential documents and equipment to be moved out should be marked as "Remove first in case of Fire".
- A mock drill will be carried out by the University, at least once a year. All available faculty, staff and students will participate and the lessons learnt would be debriefed. Fire Officer shall also demonstrate use of Fire Fighting equipment. At least, one student representative from each section should also join to brief students of his class subsequently on action required on the part of students. The Security staff shall guide the movements of students as per the direction of the SVP/ Manager (Admin.)
- The project and maintenance team should be well versed with the operations of the main fire hydrant set up for the purpose.

❖ **CONCLUSION:**

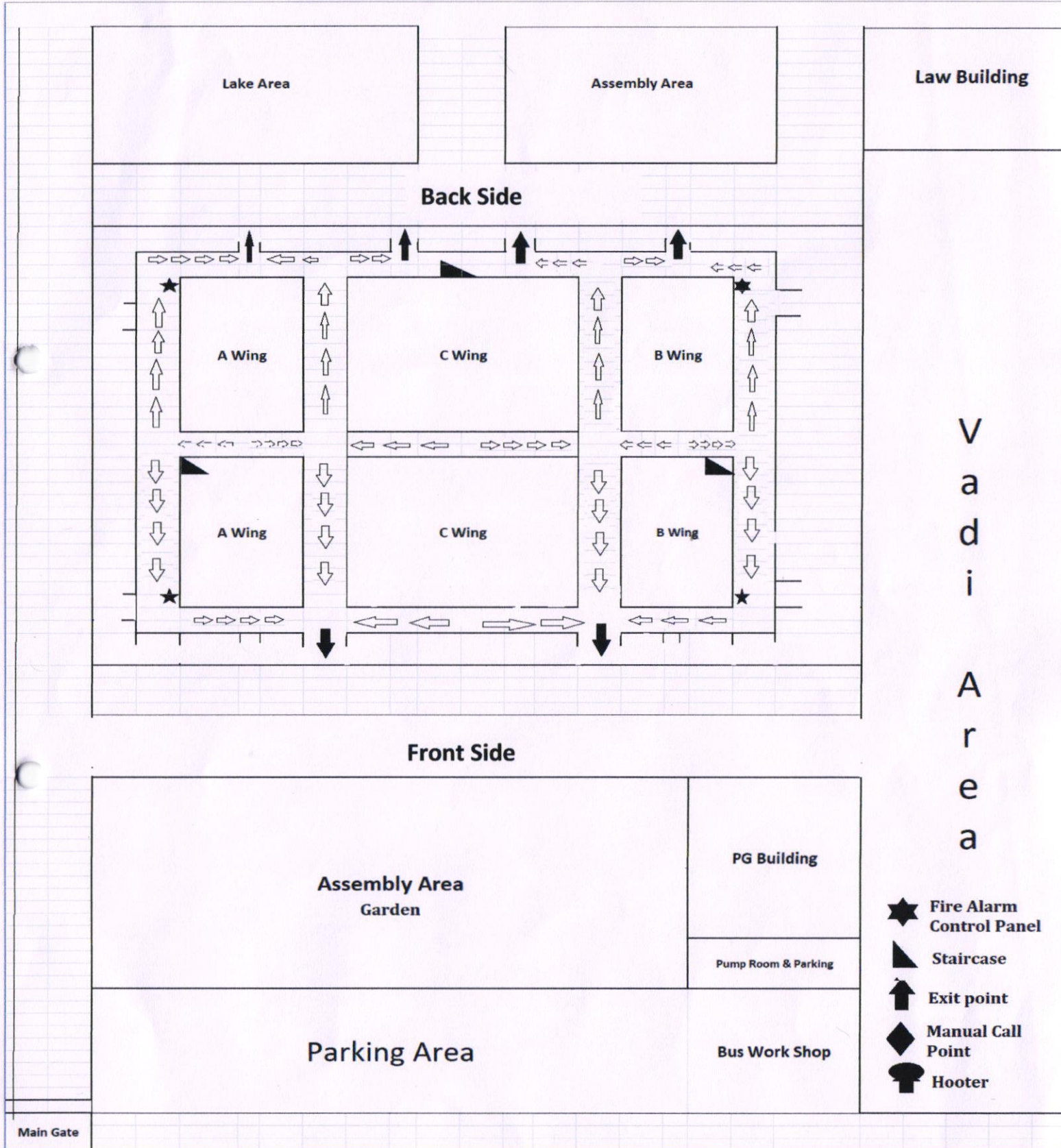
- It is best to prevent a fire incident by adhering to preventive measures. However, it is essential that we all must be ready to fight the fire and keep our firefighting resources in working condition and personnel well trained to combat fire.
- Rehearsals are important to put our procedures into practice. All employees and students must therefore participate mock drills/ rehearsals.





# Emergency Evacuation Plan

## Ground Floor of Main Building



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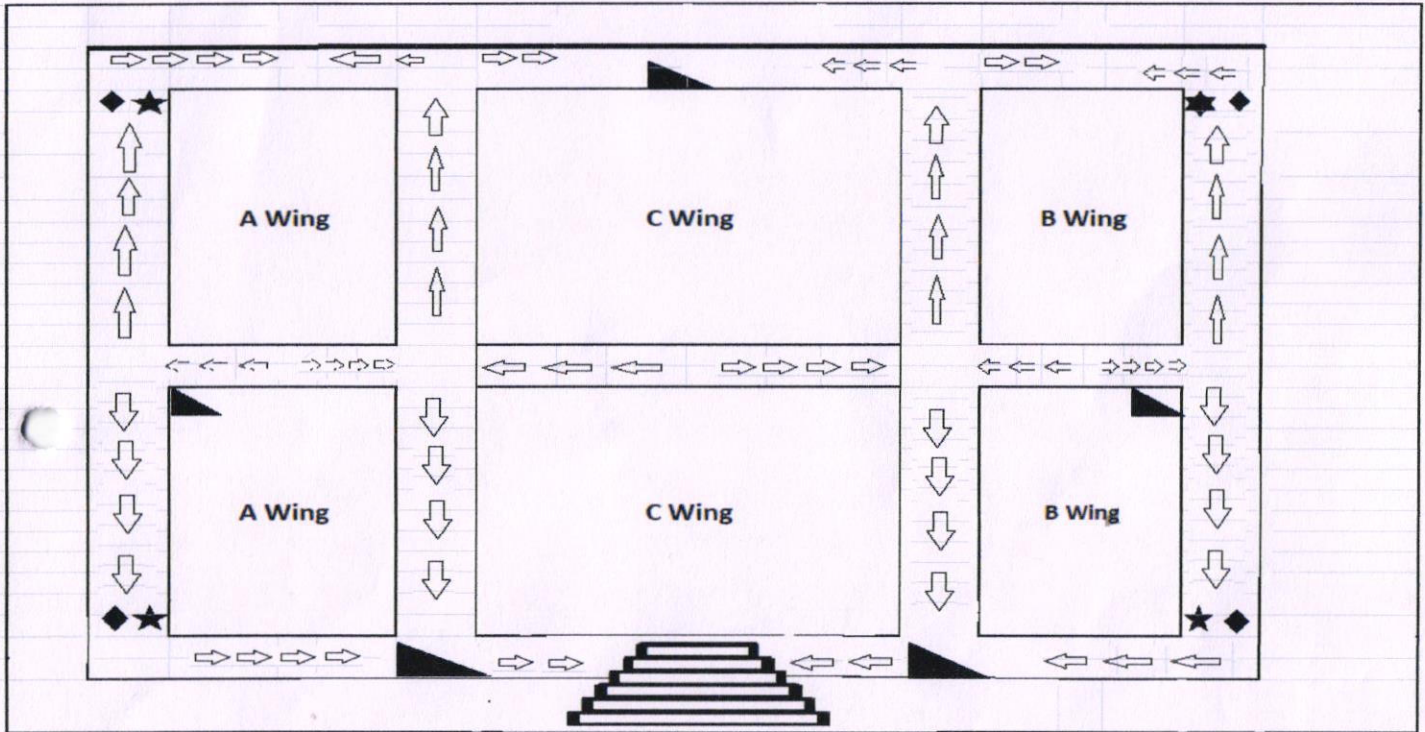
- ★ Fire Alarm Control Panel
- ▲ Staircase
- ↑ Exit point
- ◆ Manual Call Point
- 📣 Hooter




# Emergency Evacuation Plan

## First Floor of Main Building

Back Side



Front Side

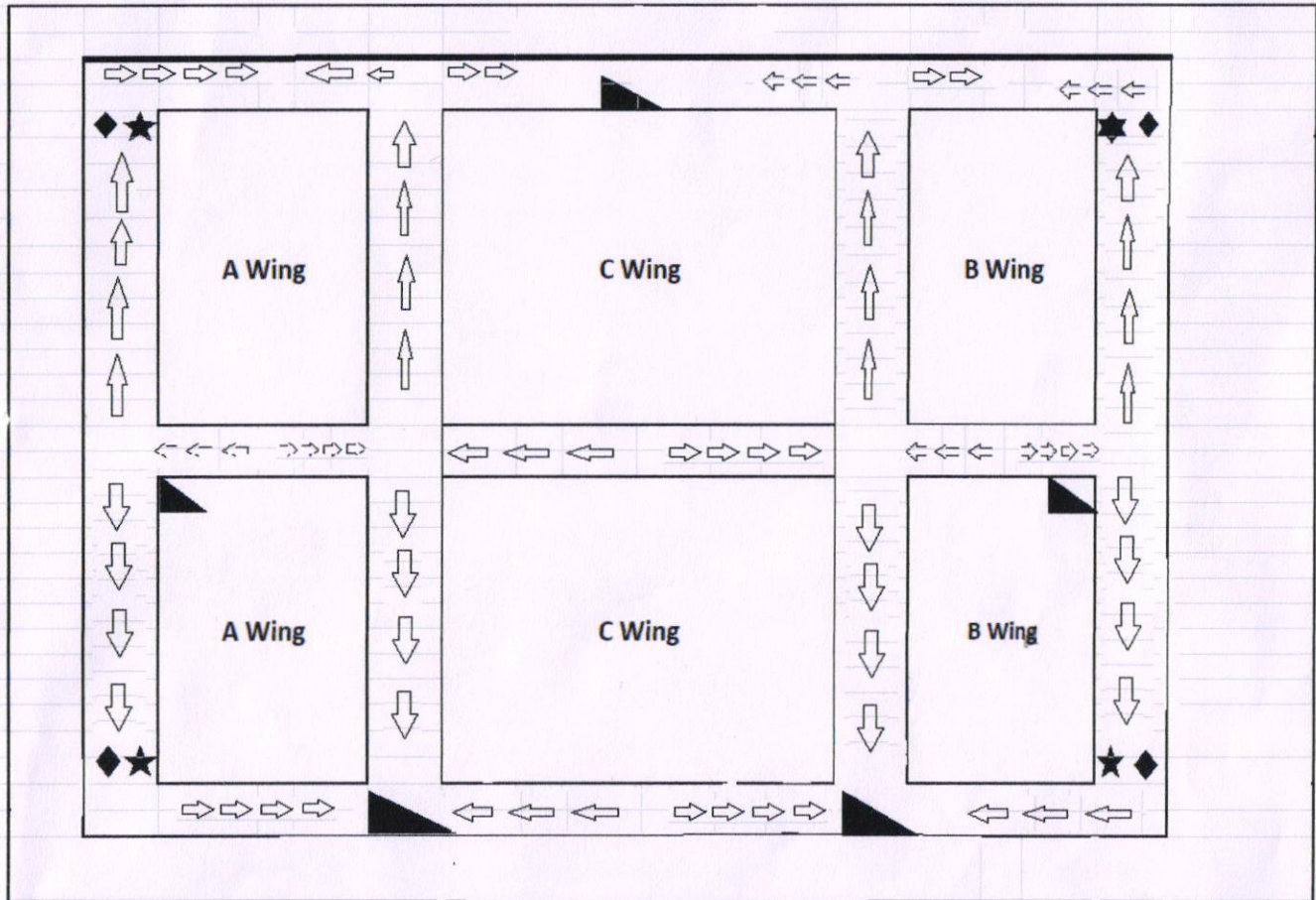
-  Fire Alarm Control Panel
-  Staircase
-  Exit point
-  Manual Call Point
-  Hooter








# Emergency Evacuation Plan

2<sup>nd</sup> to 6<sup>th</sup> Floor of Main Building

Back Side



Front Side

-  Fire Alarm Control Panel
-  Staircase
-  Exit point
-  Manual Call Point
-  Hooter



## **Nearest Fire Station:**

**1. Mavdi Road Fire Station.**

**Address:** RMC Complex, 130/131, Mavdi Main Road, Chandreshnagar, Rajkot, Gujarat 360004

**Phone:** 0281-554-2341

**2. Municipal Fire Station Kalawad Road.**

**Address:** C\2, Street Number 2, Africa Colony-6, Jala Ram Nagar, Rajkot, Gujarat 360007

**Phone:** 0281-554-2341

**3. Chief Fire Officer (RMC): 0281 2227222, 9879515966.**

## **Nearest Police Station:**

**1. Kuwadva Police Station**

**Address:** NH 8, Navagam, Rajkot, Gujarat 360003

**Phone:** 9099960420

**2. Rajkot B Division Police Station**

**Address:** Arya Nagar, Rajkot, Gujarat 360003

**Phone:** 02812230637

**3. Police Headquarters**

**Address:** Police Head Quarter, Rajkot, Gujarat 360001

**Phone:** 02812230637

## **Medical Centre/Hospitals Near College:**

**1. Ambulance – 108**

**2. Sterling Hospital Rajkot**

**Address:** Plot No.251, Police Station, 150 Feet Ring Rd, opp. Gandhigram, Dharam Nagar, Rajkot, Gujarat 360007

**Phone:** 0281-254-5600

**3. Wockhardt Hospitals, Rajkot**

**Address:** Kalawad Road Near St. Mary's High School, Rajkot, Gujarat 360007

**Phone:** 095120-07149



**4. Gokul Hospital.**

**Address:** 14, Sadgurunagar, nr. Ranchhoddasbapu ashram, Kuvadava Rd, Rajkot, Gujarat 360003  
**Phone:** 079001-08108

**5. Synergy Superspeciality Hospital**

**Address:** Synergy Circle, Nr Gokulmathura Apartment, Ayodhya Chowk BRTS Stand, 150 Feet Ring Rd, Rajkot, Gujarat 360005  
**Phone:** 0281-619-5000

**6. Civil Hospital, Rajkot.**

**Address:** Jamnagar Road, Hospital Chowk, opp. SBI, Rajkot, Gujarat 360001.  
**Phone:** 0281-247-1118

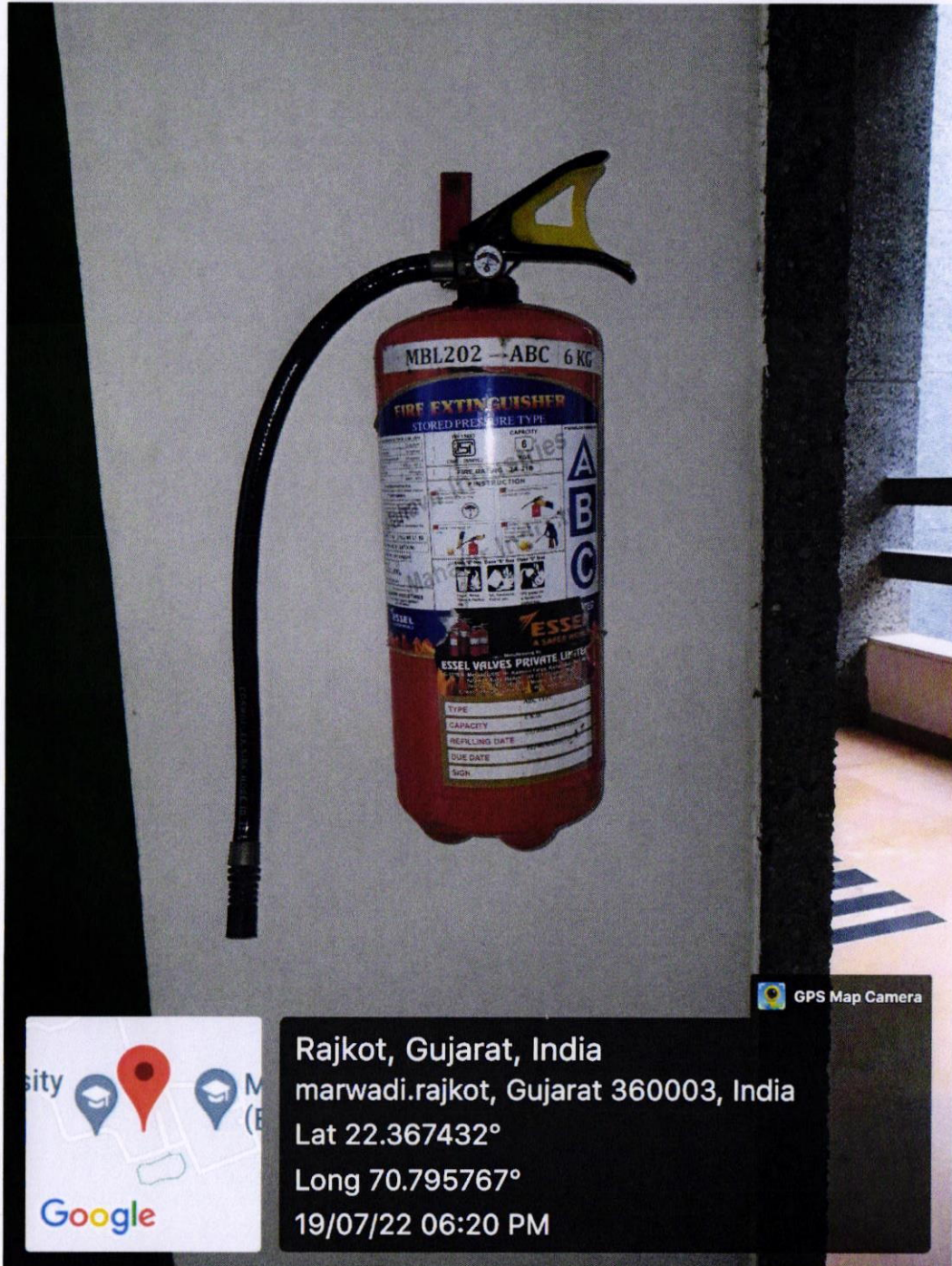


### 7.1.1. – Fire Extinguisher – GeoTagged Photographs



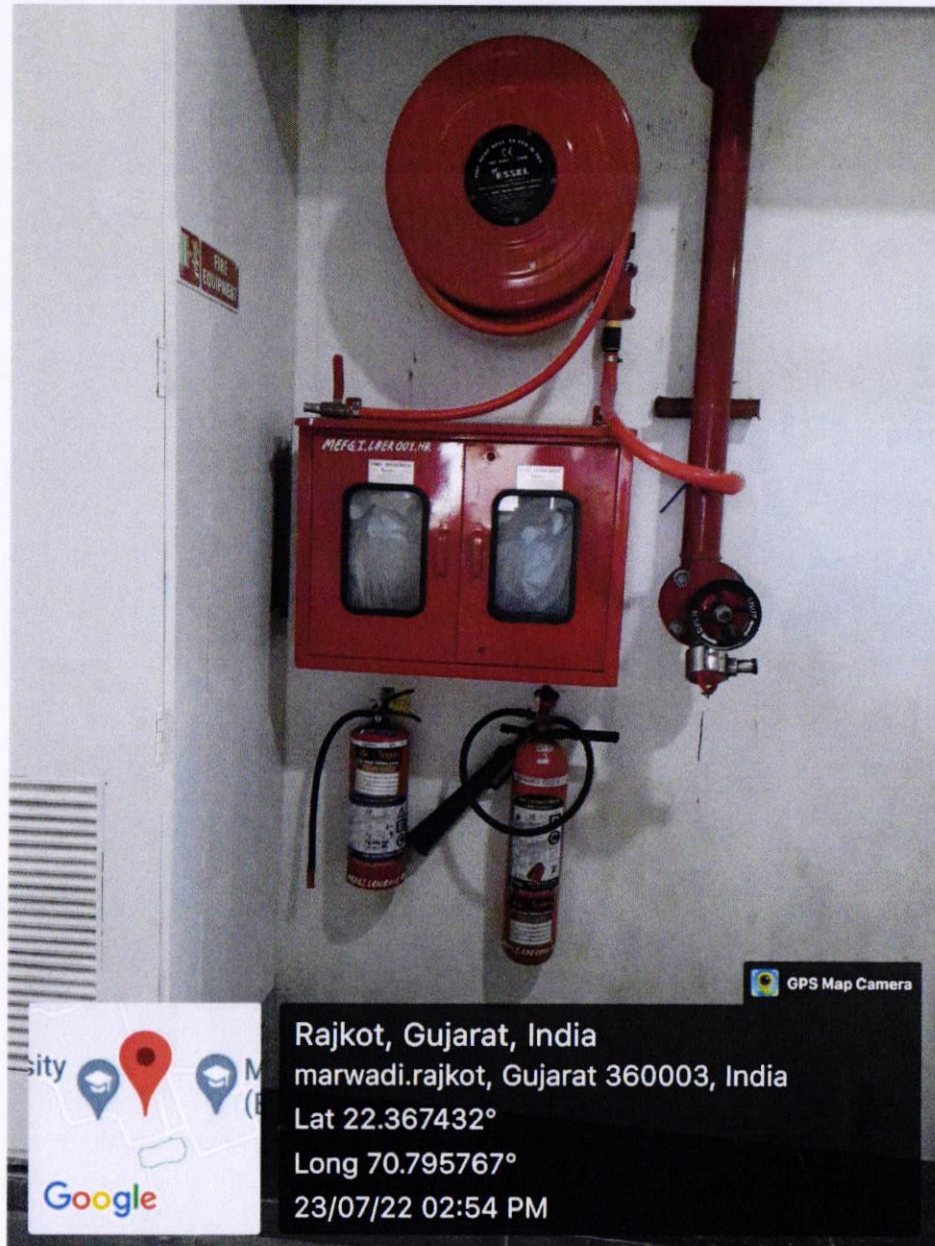


### 7.1.1. – Fire Extinguisher – GeoTagged Photographs



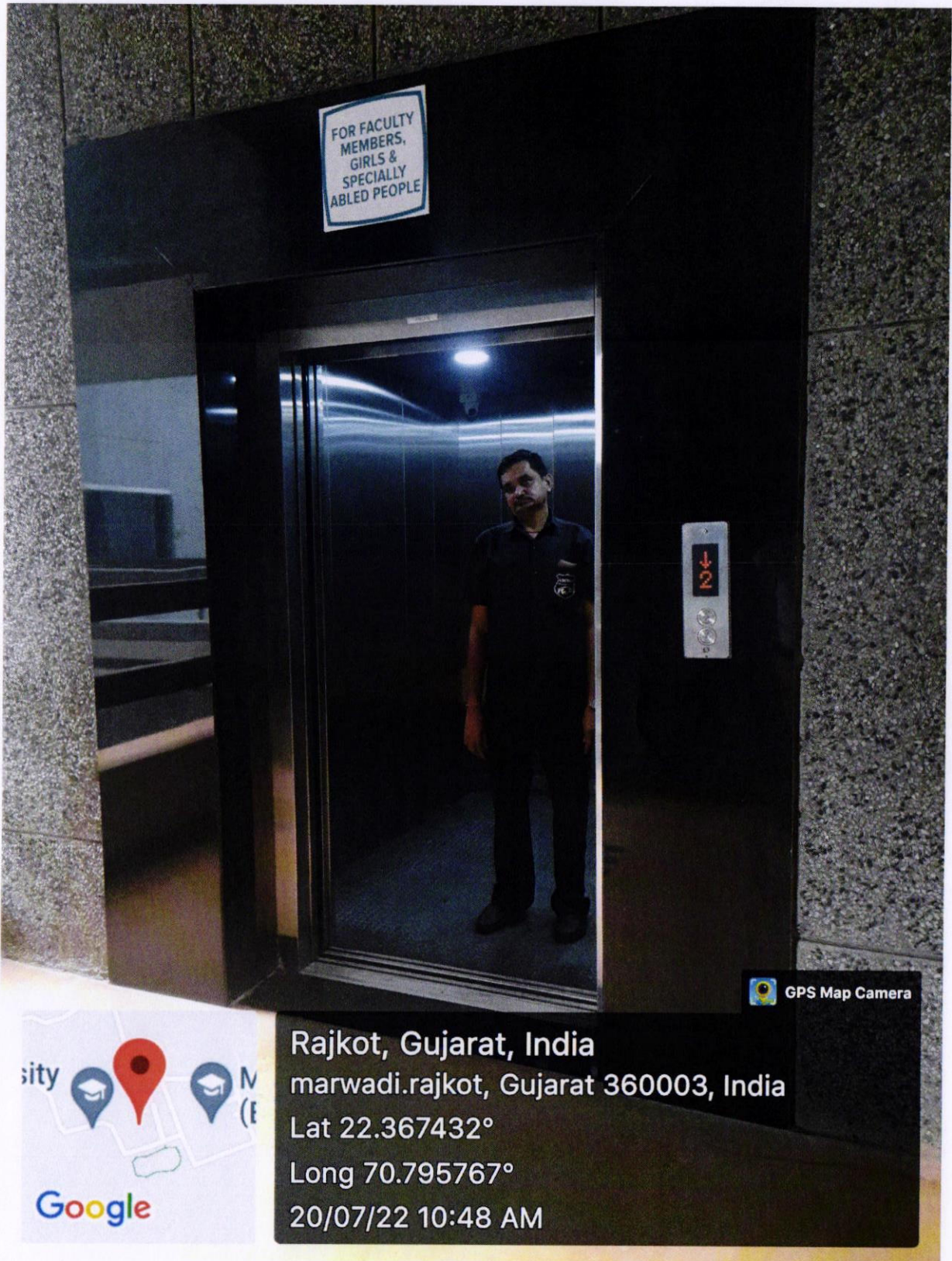


### 7.1.1. – Fire Extinguisher – GeoTagged Photographs





### 7.1.1. – Earmarked Lift for Girls Students





### 7.1.1 – Alarm Based Lift System



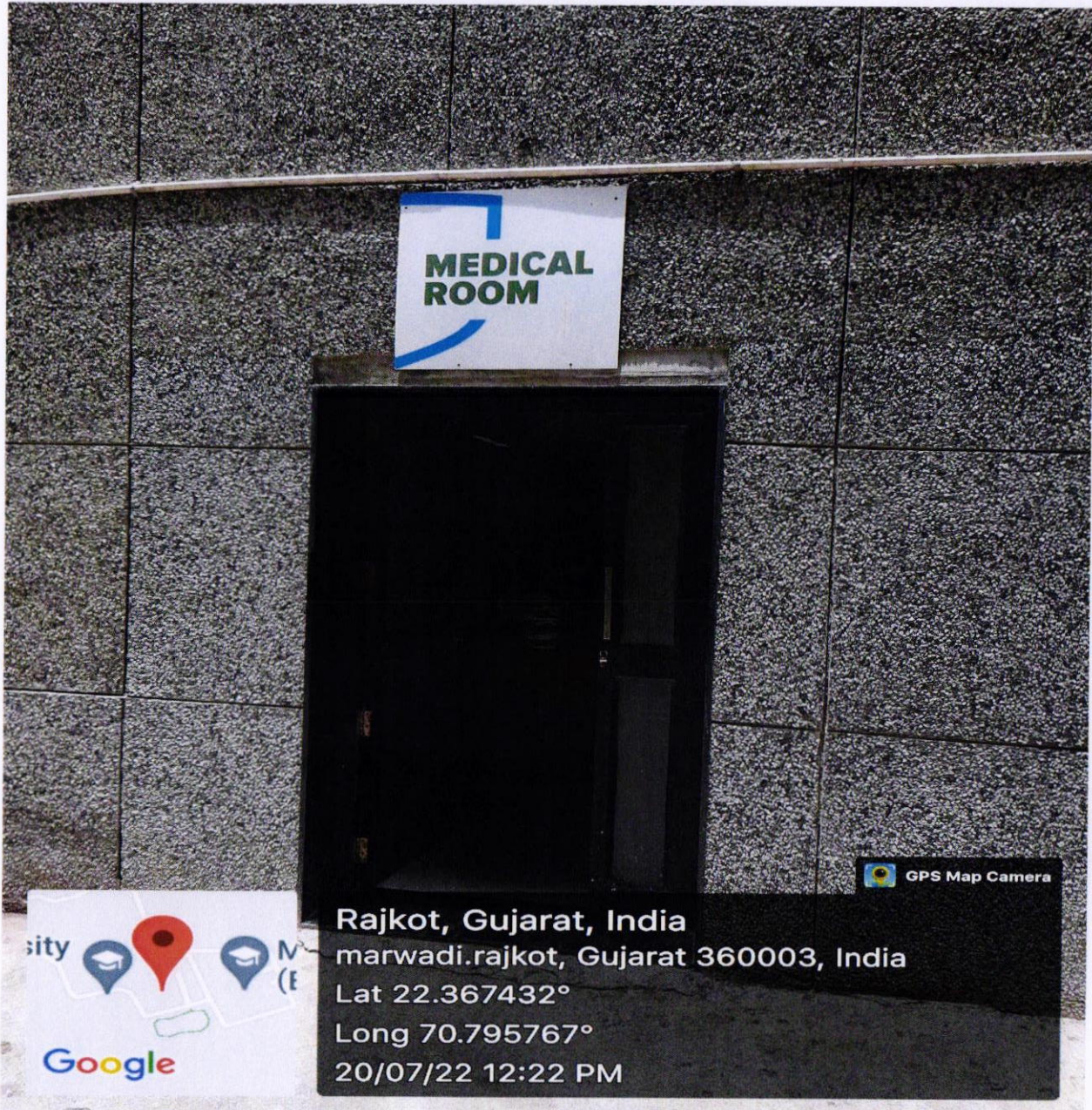


### 7.1.1 – Alarm Based Lift System





7.1.1 – Medical Room at Campus





### 7.1.1 – Medical Room at Campus







To

DR. VIRAL KAUSHIK JIVRAJANI  
"RUTVIK"  
1/6 RAMKRISHNA NAGAR  
YAGNIK ROAD  
RAJKOT - 360001

**07 March 2022**

Sub: Your Appointment as MEDICAL DOCTOR (Dept. of ACADEMIC ADMIN)

**Dear DR. VIRAL KAUSHIK JIVRAJANI**

We are delighted to offer you an association with our institution as MEDICAL DOCTOR (Dept. of ACADEMIC ADMIN) with effect from 07 March 2022

**Nature of Appointment:**

**Probationary: 07 March 2022 to 06 March 2023**

An employee with high character and competence usually gets confirmed at the end of one year of continuous association

**Primary Role:**

- To lead/assist as assigned to you
- To carry out all associated tasks pertaining to your role, department and organization
- To serve as mentor and advisor to the assigned group (Students/juniors/new joinee)
- To carry out all administrative tasks as assigned
- To actively participate in events and functions related to organization. You may be required to keep odd hours for the same
- To attend various training programs as identified by the organization for mutual growth
- To carry out all tasks as considered necessary and appropriate for educational institution

**Compensation:**

Monthly compensation: INR42000 CTC

You will be entitled for other benefits and allowances applicable to you as decided by the organization

**Other Benefits\* : (As per prevailing organization policy)**

- Subsidized/free bus transport if using organization buses at their normal timings
- Child Education Subsidy if studying in the organization
- Subsidized and safe housing for outstation employees as per availability
- Subsidized Gym facility if using beyond office hours





**Working Terms & Conditions:**

- Staying back and late nights for extra and co-curricular activities and extended days for trips are inevitable to education. You may be required to attend to these demands
- Organization holds the right to Intellectual Property created/used by you for the purpose of teaching and learning in the University
- Organization reserves the right to seize /search/retrieve any of your personal device/gadgets if doubted to be used against the goodwill of organization
- Organization will not be responsible for any loss of life/personal property/physical damage

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind.

We welcome you on board. Looking forward to have you as family member

  
Registrar

**Please Note:**

- The organization reserves its right to use your working time as per its requirements
- Benefits any are not encashable or exchangeable
- Above mentioned salary includes all statutory benefits applicable to you. You will be eligible for the payment of any and all statutory requirements as per prevailing government /organization policies
- Your training may be in campus, out of campus, out station, international, beyond duty hours or on holidays
- Your placement may be transferred at any of the location depending on changing needs of the organization and development of your role
- All benefits mentioned /informed to you including leaves/vacations are for full time employment for the full year. Prorating will be applicable as per rules
- The terms and conditions may undergo change as per the organizational needs and directives. The employee will be bound by any amendment and/or new policy or regulation done in good faith by the organization as and when considered necessary



**Annexure A: Exit Process & Termination policy of the organization:**

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

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However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind. The termination will be immediate without any notice or pay there in lieu of under below mentioned circumstances:

1. In case of insubordination /disobedience/incapability to perform any duty allotted by the head /organization
2. In case of theft, fraud, criminal activity, misconduct research misconduct, plagiarism
3. In case of abuse, corporal punishment, sexual harassment
4. In case of damage to property/ goodwill of employer
5. In case of taking or giving bribes
6. In case of habitual absence or absence without leave for more than 10 days
7. In case of involvement in activities of conflict of interests
8. In case of repeated errors in tasks allotted
9. In case of change in rules/strategies due to which the offered position is abolished

I have read the above and I agree to the exit process and termination policy of the organization

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_





To

Mrs. TRIVENI BEESAPU  
FLAT NO. 107,  
PLAYTOR, PAUD,  
TAL MULSHI DISTRICT,  
PUNE - 412108  
M :- 8374058162

**14 July 2021**

Sub: Your Appointment as EXECUTIVE (Dept. of HOSTEL)

**Dear Mrs. TRIVENI BEESAPU**

We are delighted to offer you an association with our institution as EXECUTIVE (Dept. of HOSTEL) with effect from 14 July 2021

**Nature of Appointment:**

**Probationary: 14 July 2021 to 13 July 2022**

An employee with high character and competence usually gets confirmed at the end of one year of continuous association

**Primary Role:**

- To lead/assist as assigned to you
- To carry out all associated tasks pertaining to your role, department and organization
- To serve as mentor and advisor to the assigned group (Students/juniors/new joinee)
- To carry out all administrative tasks as assigned
- To actively participate in events and functions related to organization. You may be required to keep odd hours for the same
- To attend various training programs as identified by the organization for mutual growth
- To carry out all tasks as considered necessary and appropriate for educational institution

**Compensation:**

Monthly compensation: INR 34000 CTC

You will be entitled for other benefits and allowances applicable to you as decided by the organization

**Working Terms & Conditions:**

- Staying back and late nights for extra and co-curricular activities and extended days for trips are inevitable to education. You may be required to attend to these demands
- Organization holds the right to Intellectual Property created/used by you for the purpose of teaching and learning in the University
- Organization reserves the right to seize /search/retrieve any of your personal device/gadgets if doubted to be used against the goodwill of organization
- Organization will not be responsible for any loss of life/personal property/physical damage

*Triveni*





**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind.

We welcome you on board. Looking forward to have you as family member

  
Registrar

**Please Note:**

- The organization reserves its right to use your working time as per its requirements
- Benefits any are not encashable or exchangeable
- Above mentioned salary includes all statutory benefits applicable to you. You will be eligible for the payment of any and all statutory requirements as per prevailing government /organization policies
- Your training may be in campus, out of campus, out station, international, beyond duty hours or on holidays
- Your placement may be transferred at any of the location depending on changing needs of the organization and development of your role
- All benefits mentioned /informed to you including leaves/vacations are for full time employment for the full year. Prorating will be applicable as per rules
- The terms and conditions may undergo change as per the organizational needs and directives. The employee will be bound by any amendment and/or new policy or regulation done in good faith by the organization as and when considered necessary

*Tinkari*



**Annexure A: Exit Process & Termination policy of the organization:**

**Exit process:**

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1. In case of insubordination /disobedience/incapability to perform any duty allotted by the head /organization
2. In case of theft, fraud, criminal activity, misconduct research misconduct, plagiarism
3. In case of abuse, corporal punishment, sexual harassment
4. In case of damage to property/ goodwill of employer
5. In case of taking or giving bribes
6. In case of habitual absence or absence without leave for more than 10 days
7. In case of involvement in activities of conflict of interests
8. In case of repeated errors in tasks allotted
9. In case of change in rules/strategies due to which the offered position is abolished

I have read the above and I agree to the exit process and termination policy of the organization

Name: B. Triveni Signature: Triveni  
Date: 19/7/21



### 7.1.1 – Ambulance Services at Campus

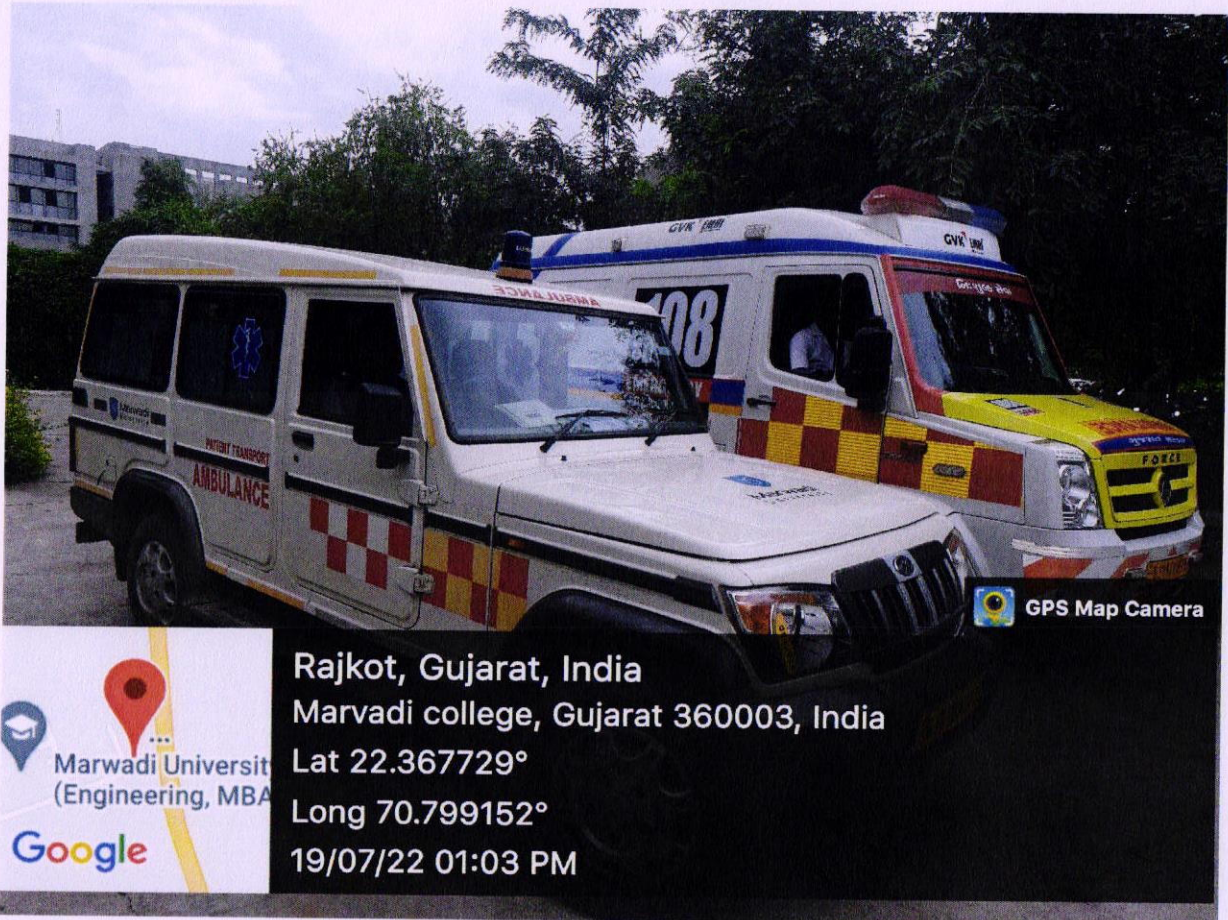


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Marvadi college, Gujarat 360003, India  
Lat 22.36776°  
Long 70.799131°  
19/07/22 01:03 PM





### 7.1.1 – Ambulance Services at Campus





SOP/ADMIN/SECURITY/2022-23/019

02/07/2022

**POLICY ON WEARING HELMET:- MEFGI**

As per the Rule of wearing helmet in India is concerned, the Motor Vehicles Act says that not wearing of Helmets by two wheeler riders can attract fine up to Rs 2000/-.

Under section 129 of Motor Vehicle Act, 1988, it is compulsory for two wheeler riders to wear Safety helmets of a thickness of 20 to 25 mm, with quality foam. It should also have an ISI Mark and follow the Bureau of Indian Standards.

However, in the recent past there have been controversial argument for and against wearing helmets. As per the Gujarat Govt wearing helmet is optional in the Urban areas on the plea that helmet is more of disturbance than help in a crowded, Rajkot City.

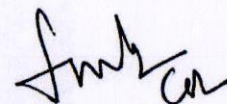
Whether the issue is a strict enforcement or a healthy habit, it is requested that all students and staff using two wheelers are requested to wear helmets compulsorily inside the Campus and preferably outside too.

As per the doctors, a helmet can prevent death due to head injuries in accidents. Therefore, wearing helmets are healthy not hateful and this awareness towards a safer world must be conveyed to all the members in the University.

Security personnel, Admin Staff and teaching faculty are requested to keep Counselling the students and their sub-ordinates time and again to make it a healthy culture.

MU staff is also being informed about this time and again on this aspect through various means. A copy of the same published through monthly Admin bulletin is attached for reference.

As an incentive, on the Foundation Day, three persons who have a regular habit of wearing helmets and encourage others to wear Helmets regularly will be rewarded with a Certificate by the Administrative Department for their noble service towards this.

  
**Registrar**  
Marwadi University

Marwadi Education Foundation's Group of Institutions Rajkot-Morbi Road, At & PO : Gauridad Rajkot 360 003. Gujarat, India





I look my best when I take my helmet off after a long motorcycle ride. I have a glow and a bit of helmet hair.

(Eric Bana)

### Where to start, first?

One day, some students reached students section and requested Deputy Registrar to insist that all who enter MEFGI campus in two wheelers should wear Helmets. It is a real concern for safety. All of us agree. But the habit of wearing helmet is not in our culture!!

Deputy Registrar approached Administration Department to implement the rule. "All those entering MEFGI campus in two wheelers must wear Helmet."

Administration first conducted a survey and found out that 100% of the bike riders don't wear helmets. Since the survey started, approximately 2% of the bike riders started wearing helmets. About 10% of the bike riders requested for time to purchase helmets.

Most of the bike riders asked Administration, if they would be penalized for not wearing Helmets? Some put a request that since they are in the last Semester, they be pardoned as only few days are left and will not be regularly visiting the university.

Administration feels that at no time the idea should be enforced like done in Army Cantonments or in a MNC set up. This being an educational institution, we want all to internalize the point and be self-disciplined. The purpose is to educate and plant the idea that wearing helmet while driving two wheeler is necessary, compulsory and for safety. Accepting this idea and internalizing it is always a challenge. This makes the difference between the educated and uneducated.

Remember the theme of the TEDx talk in "Educating Billions". We are here in the university not for a certificate alone but something more: values and self control. Internalizing is a habit and it is not easy. It is me who has to work and drive the ghost out and plant the value.

We want all to be disciplined. But we think that this "ALL" is for everyone except me...I am an exception to the rules. **But it is the other way.** It is me who will make the change in **ME**. It is **ME** who will be disciplined. It is **ME** who make the society. This problem of not wearing helmet can be solved only when we accept the fact that it is **ME** who has to follow. It is a safety requirement for **ME** and administration is only facilitating you.

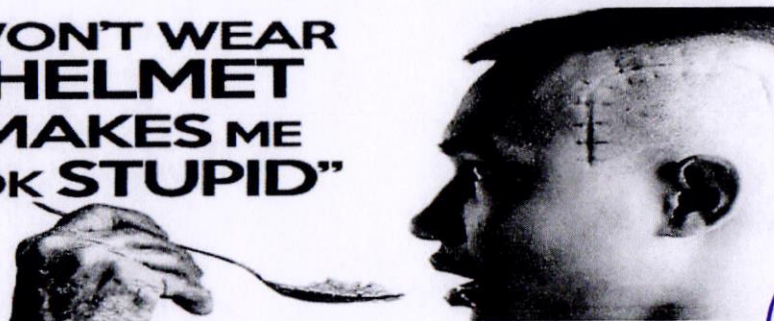
Enforcing discipline, rules and penalty may see helmets crossing the security gate but does that achieve the purpose?

It has to be a **want from within.**

So shall we start implementing the wearing of helmets while driving two wheelers?

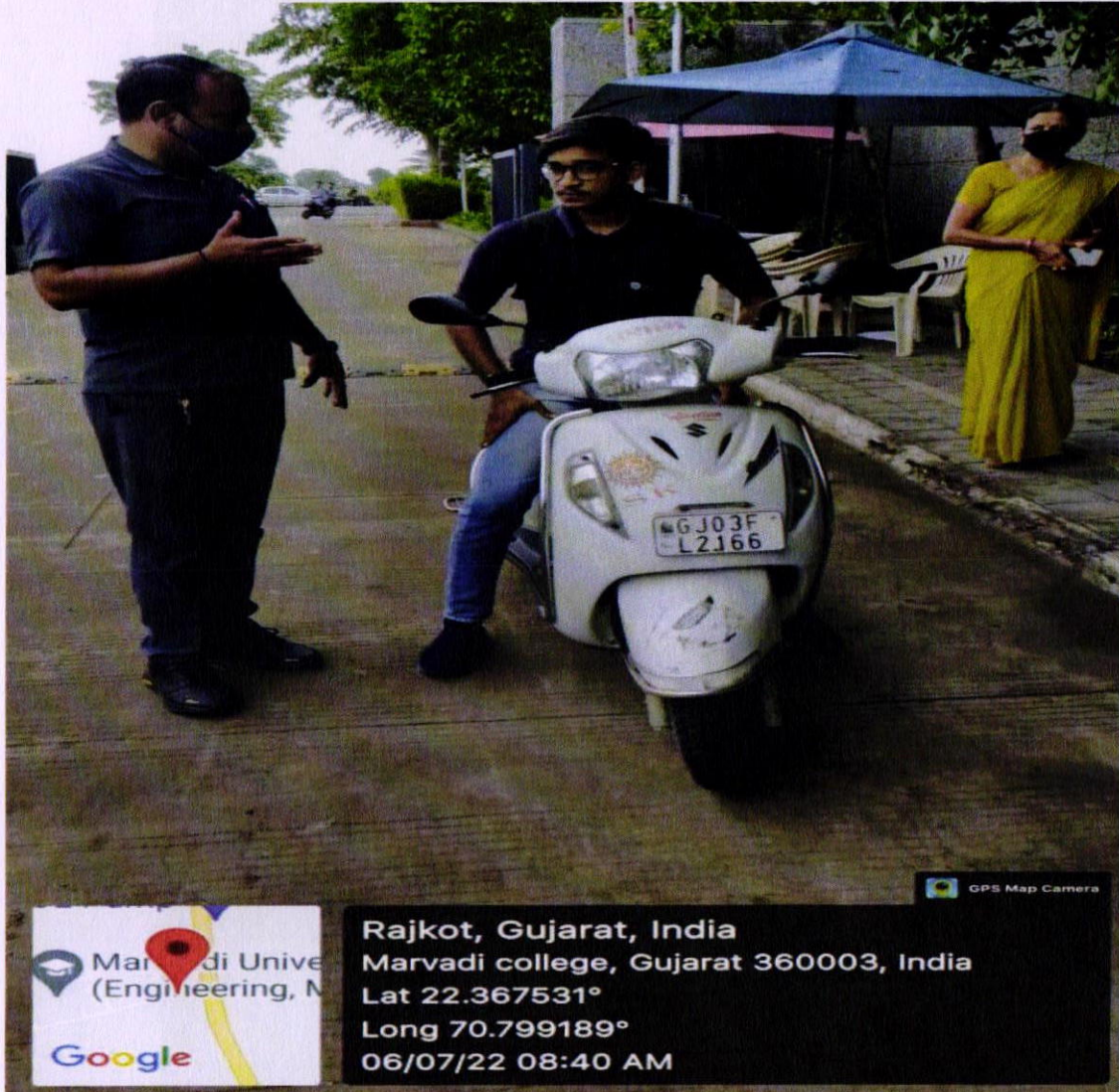
Where to start first?...It is from **ME.**

**" I WONT WEAR  
A HELMET  
IT MAKES ME  
LOOK STUPID"**





### 7.1.1. Helmet Geo-Tagged Photographs







Rajkot, Gujarat, India  
Marwadi college, Gujarat 360003, India  
Lat 22.367557°  
Long 70.79916°  
06/07/22 08:58 AM

GPS Map Camera





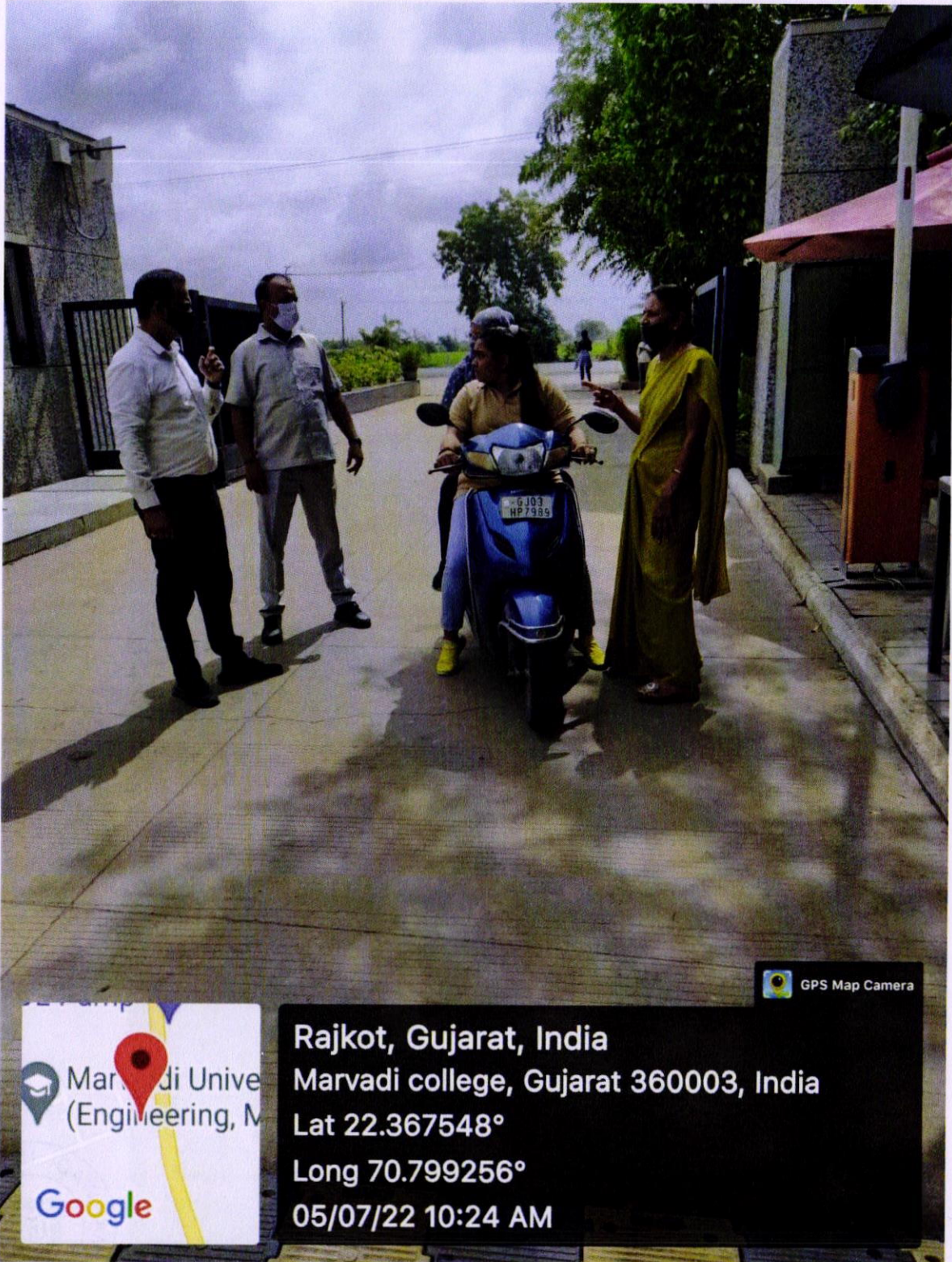



Rajkot, Gujarat, India  
Marvadi college, Gujarat 360003, India  
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Long 70.79919°  
06/07/22 08:40 AM

GPS Map Camera







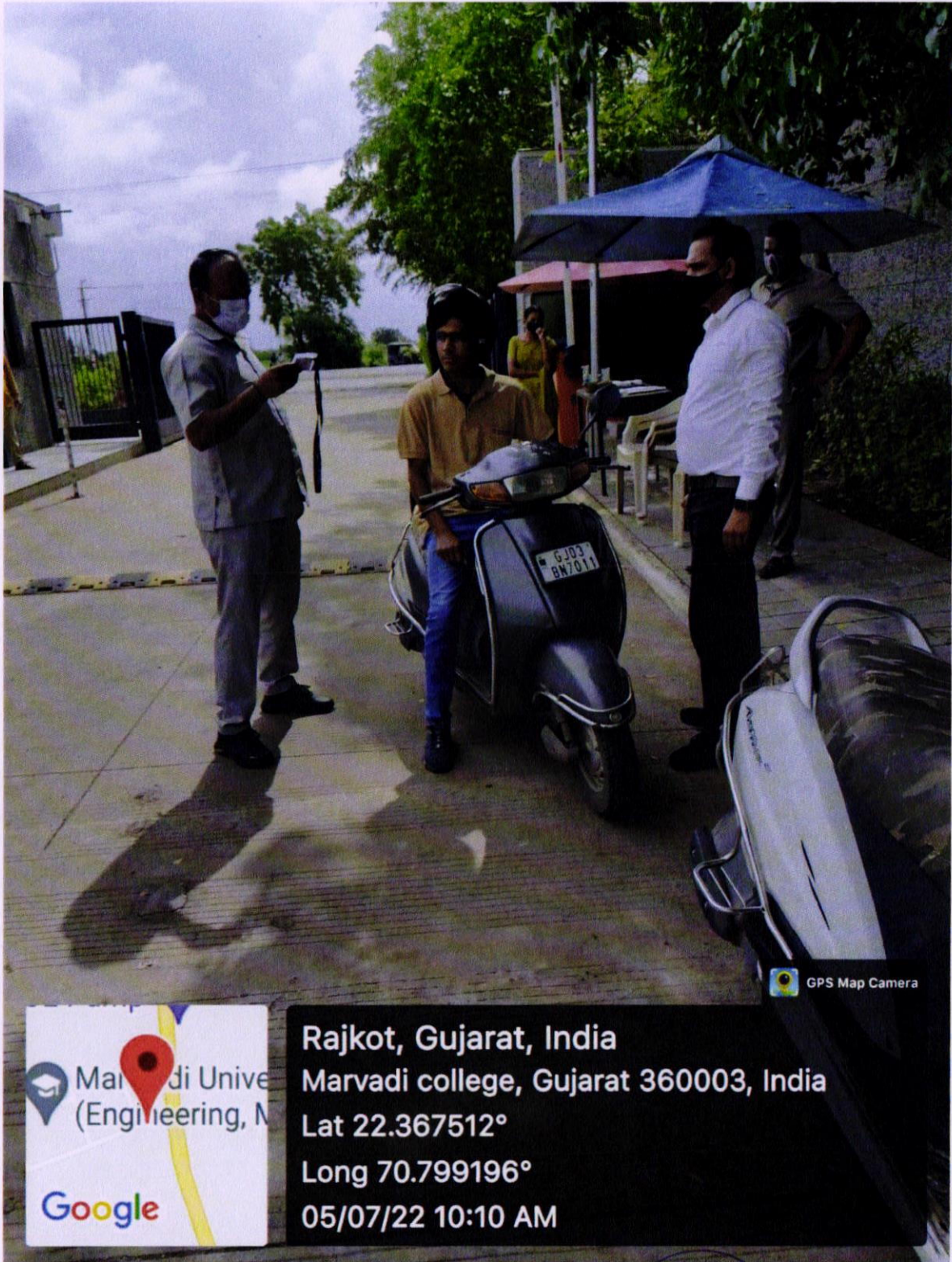
 GPS Map Camera



**Rajkot, Gujarat, India**  
**Marvadi college, Gujarat 360003, India**  
**Lat 22.367548°**  
**Long 70.799256°**  
**05/07/22 10:24 AM**



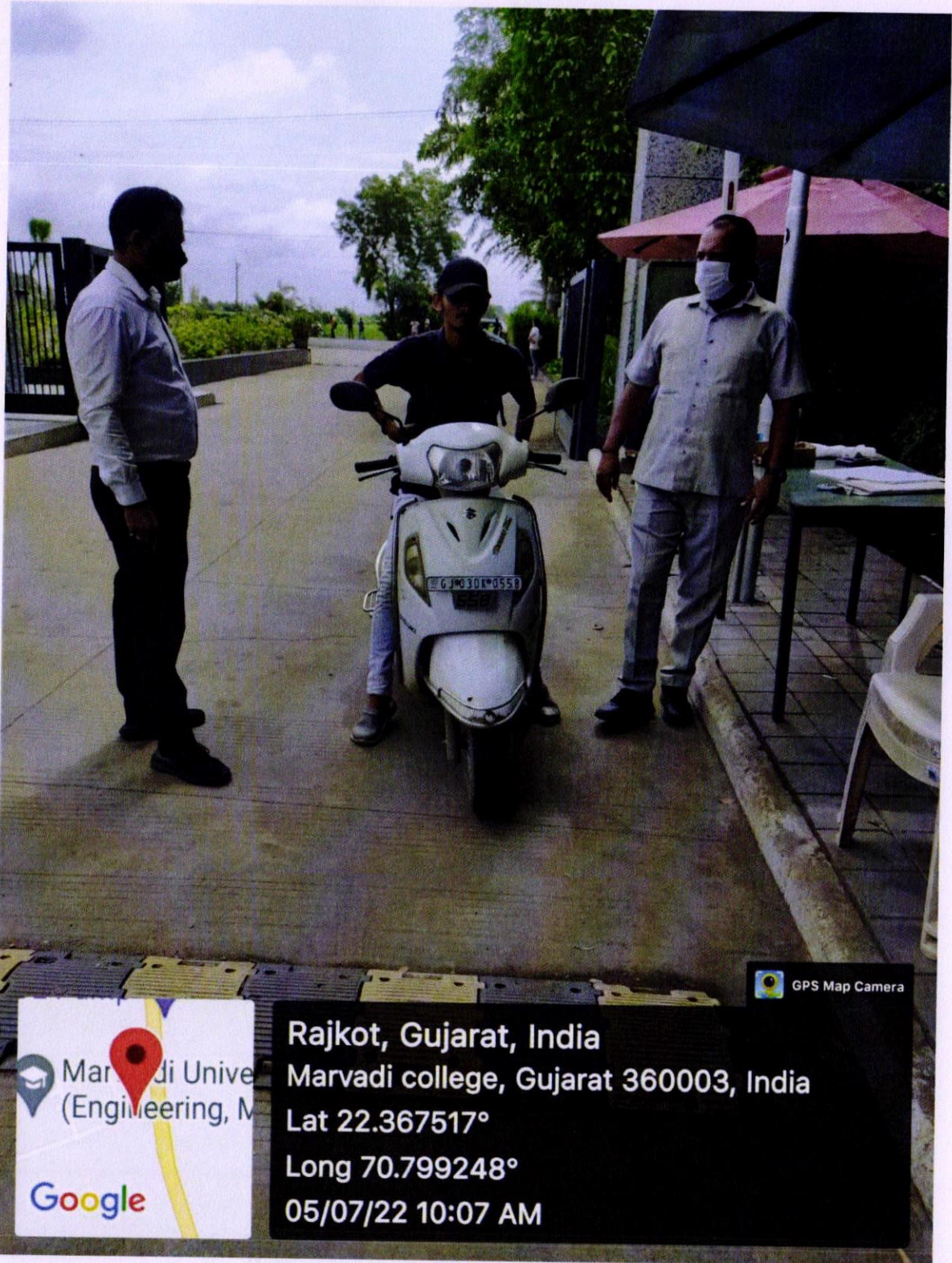




**Rajkot, Gujarat, India**  
**Marvadi college, Gujarat 360003, India**  
**Lat 22.367512°**  
**Long 70.799196°**  
**05/07/22 10:10 AM**











Rajkot, Gujarat, India  
Marwadi college, Gujarat 360003, India  
Lat 22.367507°  
Long 70.79923°  
06/07/22 08:39 AM







Dr. Meeta Joshi <meeta.joshi@marwadieducation.edu.in>

## MU Vehicle Stickers

1 message

**Sonal Punjani** <sonal.punjani@marwadieducation.edu.in>

Sat, Jul 31, 2021 at 3:07 PM

To: All MEFGI <allmefgi@marwadieducation.edu.in>

Cc: Bajra Sikder <bajra.sikder@marwadieducation.edu.in>, Arvind Raj <arvind.raj@marwadieducation.edu.in>

Namaste Team

We have prepared a vehicle sticker for all MU employees who are commuting by their own vehicle . We would request you to act as under to get and utilize the sticker on your vehicle

1. All the four & two wheelers used by the employees to commute to the University should be fixed with MU stickers displaying on it.
2. The sticker distribution process will be completed by 6<sup>th</sup> of August'21. After that one needs to go through the store to get the sticker.
3. There are two type of stickers
  - i) For 2 wheeler (back pasting, need to be fixed on the frontal body part of the vehicle)
  - ii) For 4 wheeler (front pasting, need to be fixed on the left upper side of the windscreen from inside)
4. The sticker can be collected from the PG building between 10-12 hrs between 1<sup>st</sup> -5<sup>th</sup> Aug.
5. The receiver need to show the
  - i) Vehicle registration proof
  - ii) Employee proof (in case of not known to us)

6. Currently the Sticker strictly is circulation for the Employees only. For the 3rd party (vendors etc.) and students, will issue later.

For Team

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**EVENT REPORT ON MENSTRUATION SEMINAR**

Date & Time - 19<sup>th</sup> August – 2: 30 to 3: 30 pm

Co-ordinator – Ms. Krishna Unadkat – Asst Prof. – Faculty of Management

Participants – Female Students of MBA Sem 3 & 1 (GTU & MU) – Around 220

Facilitator – Ms. Manisha Singh Patel - Obstetrician and Gynaecologist, Wockhardt Hospital – Rajkot

Organized Under – Women’s Cell – Departmental Activity

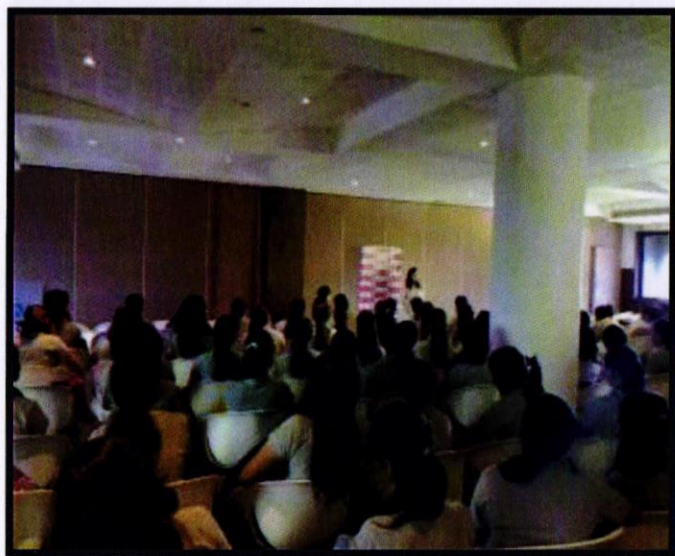
Objective –

MU - Woman's Welfare Cell organized an awareness Seminar for Female's Menstruation Health. The Objective of this Seminar was to impart Personal Care Guidance to girl students at young age. It guide them to develop healthy habits and avoid any future Problems related to menstruation and personal Health

Outcome –

The Seminar was based on Knowledge sharing. Our Female Students received much information about the topic. It was an interactive seminar where they received replies to their queries.

Event Photos –



  
Registrar  
Marwadi University





<https://www.marwadiuniversity.ac.in/expert-lecture-by-mr-tarkesh-molia/>

Expert Session - Fundamental Rights

Posted September 28, 2019

Lecture on Fundamental Rights was delivered to the students of FoL on 28/09/2019 by Mr. TarkeshMolia, Associate Professor in Institute of Law-Nirma University.



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Marwadi University





**Debate Competition**

“Technology Is Responsible For Erosion Of Social Values,  
Resulting In Increasing Crimes Against Women”

Faculty of Law, Marwadi University took a unique initiative and organized an event on 20/12/2019 to sensitize Hostelite’s towards issues faced by women in society through Dance and Street Play.

A debate competition was also organized on topic of “Technology is responsible for erosion of social values, resulting in increasing crimes against women”. The students residing in hostel took part in huge number for this event and enjoyed thoroughly.



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<https://www.marwadiuniversity.ac.in/cyber-safe-abhiyan-2019/>

## Cyber Safe Abhiyan

Posted September 14, 2019

Faculty of Computer Applications of Marwadi University, recently launched 'Cyber Safe Abhiyan', with a mission to spread the safety awareness amongst the youth who predominantly use the social media. The program was inaugurated by Shri.Ravi Mohan Saini IPS, Zone-1 Officer, Rajkot City. During his inaugural speech, he said that the mobile devices and social media have become essential aspects of youth. Students have to understand the safety measures before operating them. In order to manage the increasing trends of cyber crimes, the department is also fully equipped to trace any such things happening where common public are getting victimised. Complementary copies of the book 'Cyber-SurakshitMahila' has been issued to all the women participants by the police office and Registrar of Marwadi University Shri.Naresh Jadeja. This book, written by Shri.Manoh Agrawal, IPS, Police Commissioner of Rajkot city contains 15 eye-opening sketches to ensure online safety of girls.

Two technical sessions were also part of the event. Shri.Krishna Sharma, Consultant, Marwadi University provided couple of demonstrations on how the hackers make use of the weakness of a system to gain access to other's personal data. Dr.RahulNikam, Faculty of Law, Marwadi university delivered a session on 'Cyber Law', different IT acts available against people who indulge in cyber crimes. Dr.Sridaran, Dean, Faculty of Computer Applications welcomed the gathering.

Earlier, a live demonstration stall was also inaugurated by the police official and Provost Dr.Y.P. Kosta of Marwadi University, wherein the cyber security students provided useful information and also live demonstration of various prominent cyber attacks including ' Mobile Hacking', 'Cyber Bullying', 'DoS / DDoS attacks' and so on. Over 300+ students from various colleges of Rajkot city and the university's own students and some parents attended the event and found the event highly useful.

Faculty of Computer Applications with student volunteers have made all the arrangements related to the event.



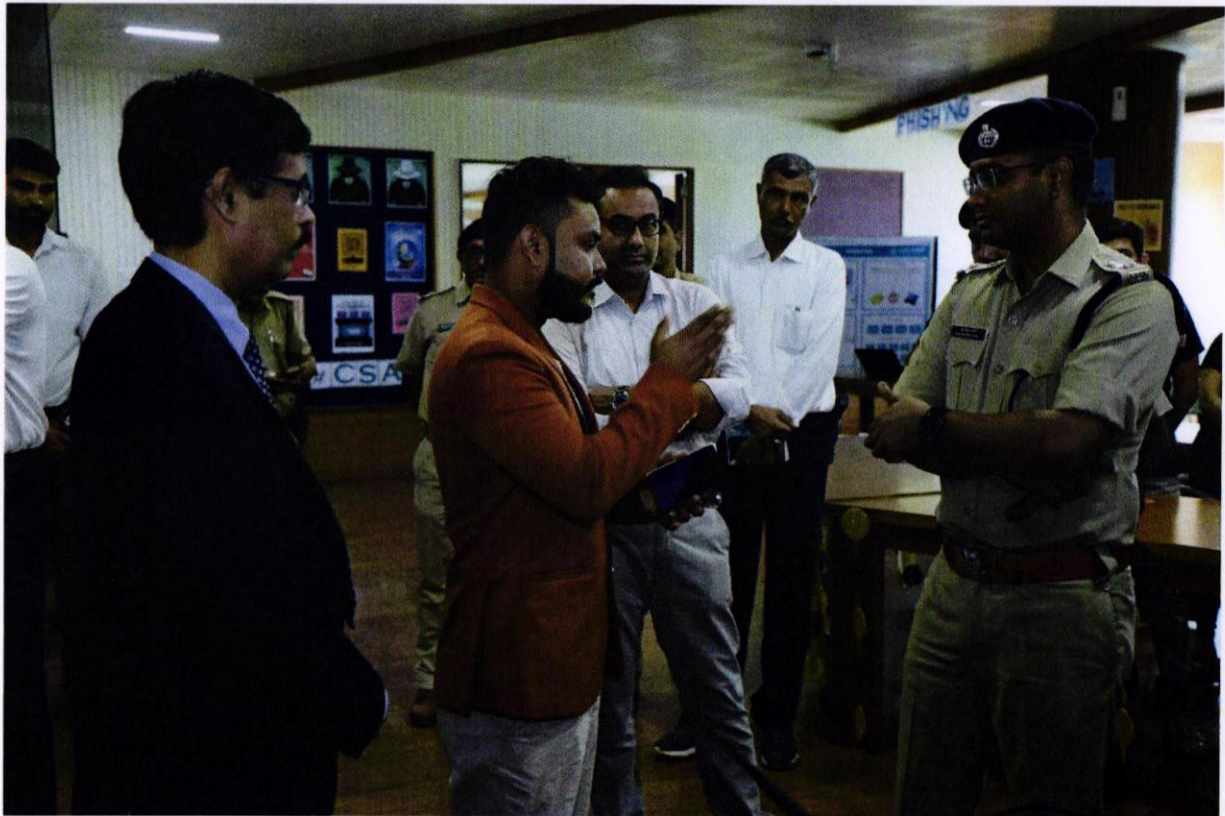




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Marwadi University





## CYBER SAFE ABHIYAN PROGRAM SCHEDULE

TIME	DESCRIPTION
09:30 AM to 09:50 AM	Inauguration of Cyber Security Awareness Exhibition by Guests (Location: FDP Hall, PG Building)
09:50 AM to 10:00 AM	Welcome Address by <b>Dr. R. Sridaran</b> Dean – FoCA
10:00 AM to 10:20 AM	Inaugural speech by <b>Shri. Ravi Mohan Saini</b> , IPS – Zone 1 Officer
10:20 AM to 11:20 AM	Expert session 1 by <b>Mr. Krishna Sharma</b> , Consultant, MU
11:20 AM to 11:50 AM	Expert Session 2 by <b>Dr. Rahul Nikam</b> , Faculty of Law, MU
11:50 AM to 11:55 AM	Vote of thanks by Prof. Dimple Chauhan, Program Coordinator – Cyber Security

### THANKS SPEECH WAS GIVEN BY

**Prof. Dimple Chauhan.**

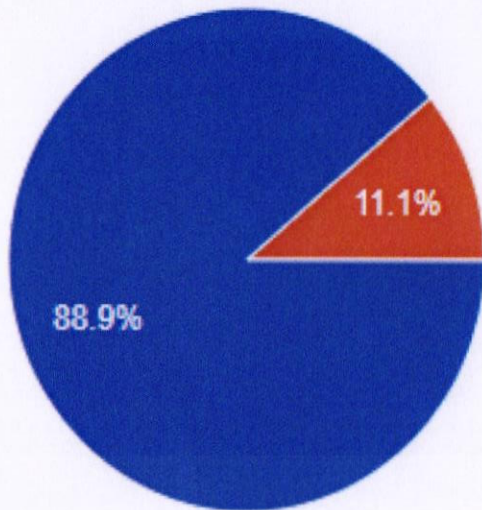
### FEEDBACK GIVEN BY PARTICIPATION:





**PLEASE SHARE YOUR EXPERIENCE AT CYBER – SAFE ABHIYAN**

36 responses







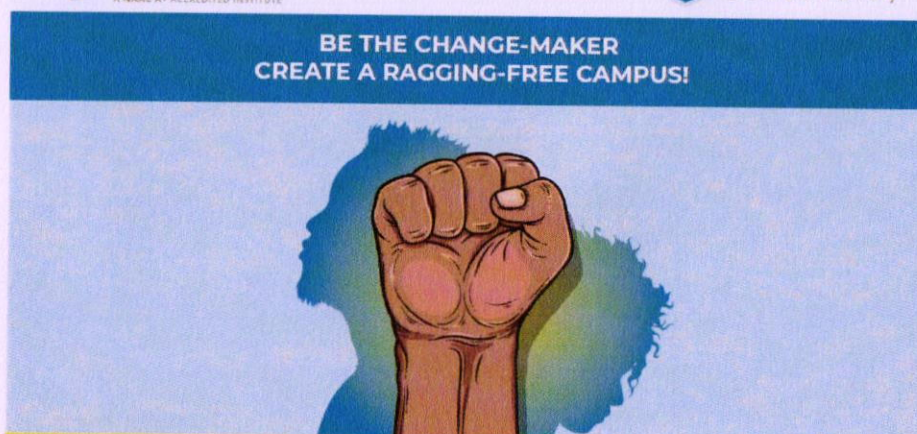
-  OUTSTANDING
-  GOOD
-  SATISFACTORY
-  POOR





## Poster Making Competition on Anti-Ragging competition

Ragging has been seen as a crime in recent times all over the country. A lot of people have come forward to eradicate this from the society and to make it a better environment for the students in all colleges and universities. A Poster making competition was organized by Marwadi University with a theme of BE A CHANGE MAKER – CREATE A RAGGING FREE CAMPUS to contribute this movement. All of the participants shown their crevitu in various forms to highlight the problem.



### Competition Rules

- The Heading of the competition poster should be "POSTER COMPETITION ON ANTI-RAGGING"
- Your competition poster should have both Marwadi University and MEFGI logo on the top righthand side and left-hand side respectively  
Only solo participants can take part. It is not a group event
- One student can submit one entry only
- Last Date of Registration: 25/02/21
- Last date of Poster Submission: 04/03/21
- Students can use all or any one of the tools from Corel Draw, Photoshop, Illustrator, or any other designing tool
- There will be only one winner who will win a cash prize of Rs. 3000/-  
The winning entry will be displayed at strategic places in the MU Campus
- The judges from the Anti-ragging committee and Management will decide the winner. The judge's decision will be final  
Your Poster should have a strong Headline that sends a message on anti-ragging

### Your poster should include the following content:

Stand up strong! SAY NO TO

Physical Abuse | Verbal Abuse | Forced Activity | Lifestyle Restrictions | Conversational Mind-games

When you start ragging someone, remember that you are scarring them for life. Stop humiliation or you will face the following consequences:

Suspension | Blacklisting | Ruined Career | Expulsion | Possible Prosecution

- Hierarchy to Complain against Ragging : Student -> Anti-Ragging Cell Department Coordinator -> Anti Ragging Central Committee
- Visit and Know your Department Coordinator <https://www.marwadiversity.ac.in/anti-ragging/>

- The registered students will have to send 2 files of the poster:  
jpeg file | Raw file
- WHERE TO SEND THE FILE - We will share the email address with the registered students in the registration form.  
Register Now & Participate

Last Date of Registration : 25/02/21  
Last date of Poster Submission : 04/03/21  
Link: <https://forms.gle/sjN6iHW9u6c2Wcur5>

SCAN QR CODE  
FOR REGISTRATION





## Report on "EXPERT TALK ON BREAST CANCER AWARENESS"

**Objective:** To awaken the knowledge in the field of science for the student

**Date:** March 7, 2022

**Time:** 11:00 A.M. Onwards

**Venue:** Inner seminar hall, PG Building

### Description of event:

Breast cancer and cervical cancer of the cervix remains a major public health Problem for India, especially as we are getting a higher number of cases in young Female students for cervical cancer. Even every day, a number of women under the age of 40 are diagnosed with breast cancer as well. By awareness we can Prevent its onset or diagnose at an early level to decrease its mortality. The most common factor for onset of cervical cancer is hpvhuman papillomavirus. The expert talk is based on how the hpv vaccine would be useful for the young Females.

### **Speaker Name:**

Dr. Sejal Shah

### **Faculty Coordinator:**

Dr. Sabera Bijani

### **Student Coordinators:**

Ms. Event cotongo

Ms. Sneha Bhudia

### **Glimpse of Event:**





