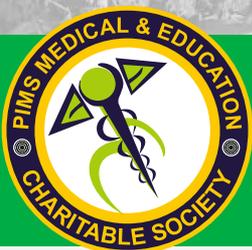


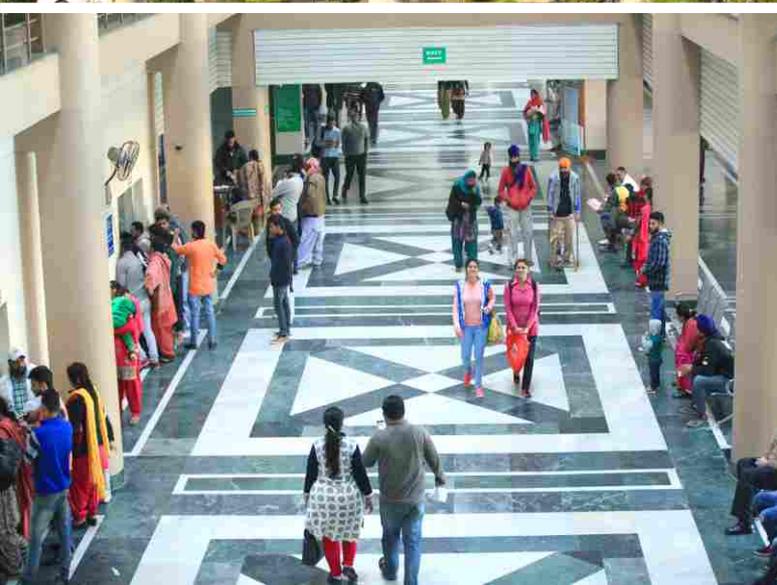


*Building a Healthy  
Tomorrow*



# PUNJAB INSTITUTE OF MEDICAL SCIENCES

PROSPECTUS - 2017





## C O N T E N T S

1.	Oath Of Hippocrates.....	1
2.	About PIMS.....	2
3.	Resident Director's Note .....	3
4.	Director Principal's Note .....	4
5.	MBBS Admissions 2017.....	5
5.1	Course Description.....	5
5.2	Eligibility For Admission.....	5
5.3	Admission Calendar.....	5
5.4	Provisional Distribution of Seats.....	6
5.5	MBBS Course Fee.....	6
5.6	Mode of Payment of Tuition Fee.....	6
5.7	Other Charges Payable .....	7
6.	Admission Procedure.....	8
7.	Important Instructions.....	9
8.	Disciplinary Rules And Regulations.....	10-14
9.	Academic Activities .....	15-16
10.	Accomplishments .....	17-18
11.	Life @ Campus .....	19-21
12.	Innovative Teaching Methodologies .....	22
13.	Community Connect .....	23
14.	Appendix 1 .....	24-31
	Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/ Institution) Regulation, 2009	

## Oath of Hippocrates



The Hippocratic Oath is an oath historically taken by doctors swearing to practice medicine ethically. It is widely believed to have been written by Hippocrates (460 BC – 370 BC), often regarded as the father of western medicine.

### Modern version

A widely used modern version of the traditional oath was penned in 1964 by Dr. Louis Lasagna, former Principal of the Sackler School of Graduate Biomedical Sciences and Academic Dean of the School of Medicine at Tufts University.

“I swear to fulfill, to the best of my ability and judgment, this covenant:

I will respect the hard-won scientific gains of those physicians in whose steps I walk, and gladly share such knowledge as is mine with those who are to follow.

I will apply, for the benefit of the sick, all measures that are required, avoiding those twin traps of over treatment and therapeutic nihilism.

I will remember that there is art to medicine as well as science, and that warmth, sympathy, and understanding may outweigh the surgeon's knife or the chemist's drug.

I will not be ashamed to say "I know not," nor will I fail to call in my colleagues when the skills of another are needed for a patient's recovery.

I will respect the privacy of my patients, for their problems are not disclosed to me that the world may know. Most especially must I treat with care in matters of life and death. If it is given to me to save a life, all thanks. But it may also be within my power to take a life; this awesome responsibility must be faced with great humbleness and awareness of my own frailty. Above all, I must not play at God.

I will remember that I do not treat a fever chart, a cancerous growth, but a sick human being, whose illness may affect the person's family and economic stability. My responsibility includes these related problems, if I am to care adequately for the sick.

I will prevent disease whenever I can, for prevention is preferable to cure.

I will remember that I remain a member of society, with special obligations to all my fellow human beings, those sound of mind and body as well as the in firm.

If I do not violate this oath, may I enjoy life and art, respected while I live and remembered with affection thereafter. May I always act so as to preserve the finest traditions of my calling and may I long experience the joy of healing those who seek my help.”

## About Punjab Institute of Medical Sciences



### INTRODUCTION

Punjab Institute of Medical Sciences (PIMS), Jalandhar was envisaged by the Govt. Of Punjab (GoP) in 1999 as the first medical college cum teaching hospital of the Doaba region. PIMS was operationalized under Public Private Partnership (PPP) mode. Acting as a beacon of light, PIMS caters to the needs of patients from all over the region. It is a place where health meets care and knowledge meets experience. PIMS offers students an effective learning environment by adopting newer teaching methodologies and exposure to CMEs and Conferences. PIMS as a centre of excellence not only focuses on transforming students into professionals but also proactively works in the domain of community development through its outreach programmes.

### VISION

To be recognized as a symbol of wellness and care, with an edifice built on efficient systems, neoteric technology and breakthrough medical research, shaping our students into doctors who are thought leaders of tomorrow.

### MISSION

#### We Aspire To:

- ❖ Provide distinctive medical care and state of art facilities with the collaborative effort of our professionally competent staff delivering an assurance of being in safe hands
- ❖ Be a cost efficient medical care provider that serves one and all

### VALUES

- ❖ **INNOVATION**  
We are committed to continuous development by executing newer initiatives since 'Innovation unveils new horizons'
- ❖ **COMMUNICATION**  
We believe in clear two way communication

making the patient an active partner in treatment because 'Together we make better choices'

- ❖ **COMPASSION**

We respect the inherent worth of people so we treat all with honor and dignity because 'We care'

- ❖ **INTEGRITY**

We abide by the highest level of professional ethics as 'Our morality defines our performance'

- ❖ **DEDICATION**

We all work with devotion, instilling faith and trust in people we serve as 'Dedication fosters care'



## Resident Director's Note



**Dr. Kanwaljit Singh**  
Resident Director

*“Success doesn't come  
from what you do  
occasionally.  
It comes from what  
you do consistently”*

*It is a matter of immense pride and pleasure for me to welcome to PIMS another group of young, energetic, bright and dedicated MBBS students with dreams in their eyes and hope in their hearts, and a desire to serve mankind through the noblest profession of all. It is always an exciting experience to follow the journey of five and a half years, as these young, shy and unsure teens metamorphose into mature, confident and responsible young doctors- a journey filled with emotions, experiences and lessons, not just about Medicine, but also about life.*

*As an institute, we focus on holistic development of our students so that they grow to be knowledgeable, competent and ethical practitioners of Medicine and simultaneously develop their personalities to make them thought and action leaders of society and our nation. Our first batch of interns walked confidently out of PIMS this last year and all of us- their teachers, mentors and guides- felt our hearts burst with pride. With placements in residencies, selection for electives in top medical schools of the USA, and admissions in PG seats across India, their accomplishments have reaffirmed our commitment to providing the highest level of Medical Education at PIMS. The credit for their achievements goes first and foremost to the young doctors themselves, but is backed up by the dynamism, dedication and effort of our experienced faculty and the facilities to learn that the institute provides. This also reflects in the excellent academic results year after year, as PIMS students regularly claim University ranks and merit positions. At the same time, they also continue to fly the flag of PIMS high on the sports field and in cultural competitions.*

*I am sure that the batch of 2017 will add another illustrious chapter to the history of PIMS, and continue the tradition of making us all proud with their efforts, learning and achievements. I wish you all success, and pray that you will have the power to turn your dreams into reality.*



## Director Principal's Note



**Dr. Kulbir Kaur**  
Director Principal

*“Believe in what you  
want so much  
that it has no choice but  
to materialize”*

*Dear students*

*It gives me immense pleasure to extend warm welcome to medical students who are aspiring to join PIMS Jalandhar. We at PIMS are committed to focus on the needs of each individual student with an aim to nurture each student so that they come out as excellent medical professionals and good human beings.*

*We take pride in our infrastructural facilities, teaching faculty, staff support systems providing excellent teaching and learning environment for all round development of our students. Our highly qualified, experienced and dedicated faculty employing innovative teaching methods in the form of problem based learning gives students opportunity to actively participate ensuring requisite competency based knowledge and clinical skills. In addition, they are taught medical ethics and basics of research methodology.*

*In the present rapidly changing medical education scenario and health care delivery systems, along with the growth and development in information and communication technology, medical education has become more dynamic than ever before. Therefore, our focus will be on higher levels of learning, comprehension, analysis and application of knowledge and developing the right kind of attitude and humane approach in treating the sick and the needy.*

*With mutual cooperation of all the stakeholders, our mission is to deliver world class healthcare services at affordable cost with a focus and commitment to maintain the highest standards of medical services, patient care, scientific knowledge in addition to medical education. The Institute is looking at the future optimistically to achieve excellence in medical education as well as patient care.*

*We ensure stay of students at PIMS is very comfortable, successful and a lifelong memorable experience. I would like to wish you every success in future and hope that you will enjoy happy and fulfilling years during your MBBS course with us.*

# MBBS Admissions 2017



Candidates are advised to read and understand each and every statement in this prospectus. Any lapse, omission or failure to comply with these instructions shall not be the responsibility of the institution.

## COURSE DESCRIPTION

The duration of MBBS course is four and a half years plus one year of compulsory rotatory internship. The undergraduate course in medicine comprises of various subjects mentioned below:

First Professional	Second Professional	Final Professional Part 1	Final Professional Part II	Medicine: Allied	Surgery : Allied
Anatomy	Forensic Medicine	Community Medicine	Medicine & Allied	Chest & TB	Anesthesia
Biochemistry	Microbiology	ENT (Otolaryngology)	Obstetrics & Gynecology	Psychiatry	Dental
Physiology	Pathology	EYE (Ophthalmology)	Orthopedics	Skin	Radiology
Community Medicine	Pharmacology	All Clinical Subjects	Pediatrics		
	Community Medicine		Surgery & Allied		
	All Clinical Subjects				

The compulsory rotatory internship lasting for 12 months comprises of postings in Community Medicine, ENT, Ophthalmology, General Medicine, Surgery, Obstetrics and Gynaecology, Pediatrics, Orthopedics, Emergency Medicine and short electives in various specialties. The completion of course leads to award of degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) by Baba Farid University of Health Sciences, Faridkot (BFUHS). The course is governed by guidelines of BFUHS and Medical Council of India (MCI).

### Teaching methodology adopted in PIMS

- |   |                                       |
|---|---------------------------------------|
| • Didactic lectures                                 | • Interactive lectures and e-lectures |
| • Integrated teaching                               | • Group discussions                   |
| • Self directed learning modules                    | • Tutorials                           |
| • Seminars  | • Problem Based Learning (PBL)        |
| • Objective Structured Practical Examination (OSPE) | • Assignments                         |

## ELIGIBILITY FOR ADMISSION

All candidates who fulfill the eligibility criteria and other conditions as per Punjab Government Notification no.5/3/2017-5HB-III/2229 dated 02.06.2017 and have qualified in NEET 2017 can apply for admissions. The selection of candidates will be made by BFUHS.

## ADMISSION CALENDAR

1. The last date for submission of application form to BFUHS and date of counselling for government quota (Gen/SC/BC/HC/J&K seats), Management quota (Gen/SC/BC/HC/J&K seats) and NRI quota will be as notified by BFUHS on their website <http://bfuhs.ac.in/>
2. The details related to submission of documents, medical examination and fee payment will be notified by BFUHS on <http://bfuhs.ac.in/>
3. The relevant documents to be submitted by students can be downloaded from <http://www.pimsj.com/students-admissions/>

# MBBS Admissions 2017



## PROVISIONAL DISTRIBUTION OF SEATS

Total number of MBBS seats are 150. The distribution of seats is as per Govt. of Punjab/BFUHS:

1. Government Quota - 50%
2. Management Quota - 35%
3. NRI Quota - 15%

## MBBS COURSE FEE

### Government Quota and Management Quota:

The tuition fee is as per Punjab Government Notification no.5/3/2017-5HB-III/2229 dated 02.06.2017. Below fee is provisional and subject to changes as per Punjab Government directions from time to time.

MBBS	Government Quota	Management Quota	When Payable
1 <sup>st</sup> Year	₹ 2,20,000/-	₹ 6,60,000 /-	At the time of admission as per directions of BFUHS
2 <sup>nd</sup> Year	₹ 2,42,000/-	₹ 7,26,000/-	Before July 1, 2018
3 <sup>rd</sup> Year	₹ 2,66,200/-	₹ 7,98,600/-	Before July 1, 2019
4 <sup>th</sup> Year	₹ 2,92,820/-	₹ 8,78,460/-	Before July 1, 2020
5 <sup>th</sup> Year	₹ 3,22,102/-	₹ 9,66,306/-	Before July 1, 2021

### NRI Quota:

The tuition fee amounting to US \$ 1, 10,000 for the NRI Quota can either be paid in full at the time of admission or in installments as mentioned below. Students admitted against NRI seats will be required to furnish a Bank Guarantee at the time of admission (Annexure 02) for the balance fee, if they opt to pay the fee in installments.

Installments	(US \$)
1 <sup>st</sup> Installment (at the time of admission as per directions of BFUHS)	\$ 60,000
2 <sup>nd</sup> Installment (after one year of 1 <sup>st</sup> installment )	\$25,000
3 <sup>rd</sup> Installment (after 2 years of 1 <sup>st</sup> installment)	\$ 25,000

## MODE OF PAYMENT OF TUITION FEE

### Government Quota and Management Quota:

Tuition fee must be paid either through Bank Draft drawn in favour of "PIMS Medical & Education Charitable Society" payable at Jalandhar or via NEFT/RTGS payment, the required details for online payment can be obtained from Finance department, PIMS. Hostel and other charges are payable separately.

### NRI Quota:

Tuition fee must be made either by Demand Draft in US \$ drawn on any bank payable in India in favor of "PIMS Medical & Education Charitable Society" payable at Jalandhar or via NEFT/RTGS/SWIFT payment, the required details for online payment can be obtained from Finance department, PIMS. Hostel and other charges are payable separately.

**Note:** The payment of tuition fee beyond the dates specified in the prospectus will attract late fee, the amount of late fee will be informed at the commencement of the academic session

# MBBS Admissions 2017



## OTHER CHARGES PAYABLE

Other charges payable by the selected students at the time of admission are:

Head	Category	Govt. Quota	Management Quota	NRI Quota
Admission Fee	One time	₹ 2500/-	₹ 2500/-	As per BFUHS
BFUHS Registration fee (Actuals as notified by University)	One time	₹ 6000/-	₹ 10000/-	US \$ 1200/-
Internet Charges	Annually	₹ 3000/-	₹ 3000/-	US\$ equals to ₹ 3000/-
Library Security (Refundable)	One time	₹ 20000/-	₹ 20000/-	US\$ equals to ₹ 20000/-
*University Charges or HSLIBNET	Annually	₹ 1900/-	₹ 1900/-	US\$ equals to ₹ 1900/-
Other University/Administrative charges	Annually	₹ 7000/-	₹ 7000/-	US\$ equals to ₹ 7000/-
Medical Check-Up	One time	₹ 1000/-	₹ 1000/-	US\$ equals to ₹ 1000/-
College Administrative Expenses/ Student Welfare/ Insurance	Annually	₹ 13000/-	₹ 13000/-	US\$ equals to ₹ 13000/-

Charges for Hostel (in Rupees)	Category	A.C. Room in General Hostel	General Room
Room Rent	Annually	₹ 26400/- +10% increase every year	₹ 16500/- +10% increase every year
Electricity Charges (As advance & as per actual)	Annually	₹ 47250/-	₹ 17850/-
Water Charges	Annually	₹ 2500/-	₹ 2500/-
Mess Charges (As advance & as per actual)	Annually	₹ 51000/-	₹ 51000/-
Hostel Security (Refundable)	One time	₹ 27500/-	₹ 27500/-
General Charges	One time	₹ 2000/-	₹ 2000/-
Laundry Charges	Annually	₹ 4500/-	₹ 4500/-

**Note:** The above charges are subject to changes by college authorities/BFUHS/Govt. of Punjab

\* University charges will be paid only by the selected candidates and will be refunded, if a candidate is shifted to another college in subsequent counselling on operation of the waiting list/leaves the college and another candidate joined on his/her place.

# ADMISSION PROCEDURE



- » The procedure of admission is as per Punjab Government Notification no.5/3/2017-5HB-III/2229 dated 02.06.2017
- » All the candidates are required to appear in NEET 2017 and participate in the centralized counselling of BFUHS on dates as notified by BFUHS on their website
- » Candidates selected in the centralized counselling for PIMS shall report to PIMS, Jalandhar on the dates notified by the BFUHS along with original documents as per 'Admission Document List' provided below
- » Prospectus can be obtained on cash payment of Rs. 3000/- from the Accounts Branch Ground Floor of PIMS, Jalandhar
- » For admissions under NRI quota, the equivalence and eligibility of candidates will be determined by the BFUHS. After the selection, the candidate is required to submit the original documents to PIMS. NRI candidates need to pay the registration fee of US \$ 1200 and prospectus & application fee of US \$ 100

## Admission Document List

S/No.	List of Documents	S/No.	List of Documents
1.	Matriculation certificate showing date of birth	13.	Undertaking regarding ragging by the candidate (in English and Punjabi) - Annexure 06a <b>(Available on <a href="http://www.pimsj.com">www.pimsj.com</a>)</b>
2.	Detailed Marks Card of 10+1	14.	Undertaking regarding ragging by the Parents (in English and Punjabi) - Annexure 06b <b>(Available on <a href="http://www.pimsj.com">www.pimsj.com</a>)</b>
3.	Qualifying Examination detailed Marks Card (10+2)	15.	Application for hostel accommodation, if applicable. Annexure 07 <b>(Available on <a href="http://www.pimsj.com">www.pimsj.com</a>)</b>
4.	NEET-2017 Admit Card, Result Card and Provisional Allotment letter	16.	Sworn Declaration from the Parent/Guardian <b>(As per BFUHS Prospectus -2017)</b>
5.	Certificate in support of claim under reserved category <b>(As per the specimen given in BFUHS Prospectus -2017)</b>	17.	Migration Certificate if passed 10+2 or equivalent examination from Board/University other than PSEB
6.	Punjab Residence Certificate <b>(As per BFUHS Prospectus -2017)</b>	18.	Ten unattested copies of the same passport size photograph
7.	Self Undertaking by candidate after affixing self attested recent photograph regarding gap year, if there is gap after 10+2 examination <b>(As per BFUHS Prospectus -2017)</b>	19.	Exemption certificate in case studied out of Punjab, wherever applicable <b>(As per BFUHS Prospectus -2017)</b>
8.	Admission Application Form – Annexure 01 <b>(Available on <a href="http://www.pimsj.com">www.pimsj.com</a>)</b>	20.	Bank draft of other charges in favor of PIMS Medical & Education Charitable Society payable at Jalandhar at the time of admission
9.	Certificate from the Head of the Institute from where the candidate has passed 10+1 and 10+2 - Form No. 1 <b>(As per BFUHS Prospectus -2017)</b>	21.	Copy of Bank Challan after payment of tuition fee
10.	Surety Bond/ Bank Guarantee of balance fee (to be submitted at the time of admission/ selection) - Annexure 02 or Annexure 03 <b>(Available on <a href="http://www.pimsj.com">www.pimsj.com</a>)</b>		
11.	Declaration by 1 <sup>st</sup> Year MBBS Student – Annexure 04 <b>(Available on <a href="http://www.pimsj.com">www.pimsj.com</a>)</b>		
12.	Character certificate from Institution last attended - Annexure 05 <b>(Available on <a href="http://www.pimsj.com">www.pimsj.com</a>)</b>		

## IMPORTANT INSTRUCTIONS



1. All admissions are provisional and are subject to approval by the Vice Chancellor, Baba Farid University of Health Sciences, Faridkot
2. The course of study and examination will be governed by the regulations of BFUHS and MCI
3. **Refund of Tuition Fee:** Fee once paid, is refundable only when a candidate is shifted to another college in subsequent counselling on operation of waiting list by the Baba Farid University of Health Sciences
4. **Fee from Failed Students :** A student failing in any subject in the university examination shall be required to pay, for each subject and each attempt, fee at the rate of Rs. 2000/- for students admitted against Govt./Management seats and US \$ 250 or equivalent amount for students admitted against NRI seats
5. Mess charges as outlined before are payable in advance every year. This does not include canteen charges
6. Apart from tuition fee for different categories as outlined under MBBS COURSE FEE , additional charges such as Eligibility Fee, Registration Fee, Administrative expenses, Examination Fee and any other fee required by the University from time to time shall be paid by the students
7. The security deposit will be refunded (without interest & after adjustment, if any) only post completion of the course including one year compulsory rotatory internship, on submission of 'No dues certificate'
8. The classes for the failed/detained students will start immediately after the declaration of the result. Attendance in these classes is compulsory
9. Inter-medical college migration is not permitted, except under extraordinary circumstances as considered by MCI
10. The rules and regulations including fees may be revised as and when required and the revised rules and regulations including fee will be applicable irrespective of the conditions mentioned in this prospectus
11. Access to cell phones and public phones shall be unrestricted in hostels; however use of cell phones is prohibited in classrooms, laboratories, seminar halls, library & wards etc.

# DISCIPLINARY RULES AND REGULATIONS



## A-RAGGING

### All students admitted will submit a declaration (Annexure 06a & 06b)

Ragging in any form is strictly forbidden. As per the current order of the Honorable Supreme Court of India and regulations of BFUHS/MCI in this connection, the following should be noted by all candidates and their parents/guardians below are the relevant directions:

1. Ragging in any form constitutes a criminal offence. A student indulging in ragging can be:
  - (a) Expelled from the institution
  - (b) Banned from the mess/hostel
  - (c) His/her scholarship can be withdrawn
  - (d) Debarred from examinations
  - (e) Denied admission to any institution
  - (f) Prosecuted for criminal action
  - (g) Lodging of FIR with local police against those who RAG/ABET ragging

If any incidence of ragging comes to the notice of the college authorities, the concerned student shall be given the chance to explain himself/herself and if his/her explanation is not found satisfactory, the authority would proceed with action as outlined above.

The aggrieved students are free to report any incidence of ragging to any member of the Anti-Ragging Committee by written communication, telephone or SMS. All efforts will be made to keep the name of the reporting person confidential. The

names and telephone numbers of the members of this committee will be provided to the students soon after admission.

2. Every student at the time of admission shall furnish a character certificate (Annexure 05) from the institution from where he/she has passed his/her qualifying examination, which would mention the status of his/her behavioral pattern.
3. An annual self undertaking (Annexure 06a & 06b) signed by each student, (whether fresher or senior) and his/her parents jointly stating that each of them have read the relevant instructions and regulations against ragging, as well as punishments and that if the ward has been found guilty, the college authorities will proceed with action against him/her. It shall be furnished in English as well as in vernacular language at the beginning of each academic year by every student.
4. PIMS has an Anti-Ragging Committee and Anti Ragging Flying Squad, which comprises of representatives of Civil & Police administration and local media in addition to the senior faculty members of the institution.
5. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he/she shall be expelled from the institution as per judgment of the Honorable Supreme Court of India in SLP (Civil) NO.24295/2004

**PIMS Anti Ragging Helpline Number (24X7): 18004196001 (Toll Free)**

**National Anti Ragging Helpline (24X7): 1800-180-5522 (Toll Free)**

## B-ATTENDANCE

1. As per MCI regulations on Graduate Medical Education, no student shall be allowed to appear in the professional examination of the concerned subject conducted by university if his/her attendance falls short of 75% in Theory and 80% in Clinicals/Practicals

2. Every student is required to adhere to the timings notified for lectures, demonstrations, practicals, tutorials, tests and clinical classes. As per Govt. orders, the students may also be marked by biometric attendance system directly linked with BFUHS.

# DISCIPLINARY RULES AND REGULATIONS



## C-INTERNALASSESSMENT

The internal assessment in each subject shall be based on:

1. Day-to-day assessment & evaluation of practicals, student assignments, preparation for seminars, clinical case presentation etc
2. Performance in the class tests, regular term examinations and student's conduct and discipline in the classes
3. Attendance in theory as well as practical/clinical classes
4. A student must secure at least minimum percentage of the total marks fixed for internal assessment in the particular subject separately for the theory & practical in order to be eligible to appear in the University examination of that subject

The criteria of internal assessment may change as per guidelines of BFUHS/MCI

## D-CLASS ROOM

1. Wearing of doctor's coat with college emblem on the left top pocket is mandatory for all the students. Identity card must be displayed at all the times in the campus
2. No student is allowed to leave the lecture theatre without the permission of his/her faculty or until the class is over
3. Immediately after assembly of the class, roll call will be taken. Late comers will be marked absent
4. Disciplinary action will be taken against any student misbehaving in the class room
5. Students are not permitted to remain in the lecture theatre except during the prescribed hours of lectures

## E-LEAVE

1. In all cases leave taken will be at the student's own risk so far as the percentage of attendance is concerned and medical

certificate will not make up for deficiency in attendance

2. Sick leave will only be granted on the production of a medical certificate from an authorized medical officer appointed by the Director Principal of the college except when the student is already on leave and is out of station, in that case a certificate from a qualified doctor should be submitted immediately. The student will submit a fitness certificate from the same doctor at the time of rejoining after sick leave. The sick leave is counted as "Absent" for the purpose of calculation of attendance for eligibility for university examinations
3. A medical certificate must specify the nature of the illness and the period with dates of leave recommended on the account of that illness
4. If a student is absent without leave continuously for five days in any subject, the information will be sent to the Director Principal by Head of the Department and if the absence continues for a period of four weeks, name of the student will be struck off from the college roll
5. Leave of any kind cannot be converted to attendance

## F-INDISCIPLINE AND PUNISHMENT

1. For all offences that occur in the college, hospital premises or in the college hostels, the Director Principal, may at his/her discretion refer the case to the college disciplinary committee. The disciplinary committee shall have the power to interrogate any student or students or any member of the staff or any member of public and is empowered to send its recommendations to the Director Principal

## DISCIPLINARY RULES AND REGULATIONS



2. After considering the recommendations of the college disciplinary committee, disciplinary action by the Director Principal against the students committing an offence might take one or more of the following forms depending upon severity of the offence:
  - a) The student may be asked to tender an apology, verbal or written. This shall be placed on the student's record
  - b) A student may be fined
  - c) A student may be suspended from the college rolls for a period not exceeding two weeks at a time, pending enquiry into the misconduct of the student along with a red entry in the record
  - d) The student may be expelled from the college for a certain period as decided by the disciplinary committee along with a red entry in the record
  - e) A student may be placed on probation for a period up to one year. If during the period of probation he/she fails to improve his/her conduct, he/she may be expelled from the College
  - f) Three red entries in the record render a student liable to expulsion from the college
  - g) The disciplinary action taken shall be intimated to parents
3. In case of expulsion following regulations will be followed:
  - a) Expulsion whenever imposed on a college student shall mean the loss of up to maximum five calendar years and will mean he/she being debarred from the university examination during the period of his/her expulsion
  - b) A student expelled from a college shall not be readmitted before the expiry of the period of his/her expulsion
  - c) Cases of expulsion shall be reported to the university by the Director Principal for registration and notification
4. A student shall continue to be under the disciplinary jurisdiction of the Director-Principal of the college till the declaration of the result of final professional MBBS examination
5. The decision of the Director Principal in all cases shall be considered as final
6. All disputes are subject to Jalandhar (Punjab) jurisdiction only

### COLLEGE LIBRARY

1. The Library will be open on all working days from 9 AM to 10 PM or as per schedule decided from time to time by college authorities
2. The following shall be entitled to use the library
  - A) The faculty of the college
  - B) Students of the college
3. Silence and order must be maintained in the library at all the times, any violation of this rule will result in serious disciplinary action
4. Any person who loses, defaces or otherwise seriously damages books/any library assets shall be liable to pay the cost of the replacement. In the event of the book being one of the set or series, the cost of whole set or series, shall be paid by the person if the single copy lost/damaged or not available
5. Books that are required for occasional reference, such as encyclopedias, dictionaries, atlas etc. and books of great value or rarity shall not be issued
6. Books borrowed from the library are not transferable
7. Books shall be issued strictly according to the priority of demand
8. A suggestion book is kept in the library in which suggestions for new books are invited
9. Use of internet facilities in the library is subject to rules and regulations framed from time to time by college authorities
10. Library rules as mentioned in the library membership card have to be strictly followed

# DISCIPLINARY RULES AND REGULATIONS



## COLLEGE HOSTEL

The application form, rules & regulations in regard to hostel are part of the Annexure 07

### A. ADMISSION TO THE HOSTEL

- a) The institution provides hostel accommodation for the students requiring the same
- b) The Director Principal on recommendation of the warden may refuse allotment or reject the application of a student if satisfied that the student is not a desirable person to live in the hostel. This is applicable even during the academic course of the student
- c) There are separate hostels for boys and girls. These hostels are open only to students on the college rolls.
- d) Accommodation shall be allotted by the Warden in order of seniority and merit which will be determined by the year of study and by the marks obtained at the last University / promotion examination.
- e) In making the allotment the warden will also take into consideration student's conduct and character
- f) Students whose hostel dues are not paid will not be eligible for allotment
- g) If a student who is allotted hostel accommodation is not personally residing or found by the administration to be misusing the room i.e. , keeping unlawful or illegal occupants, his/her allotment will be cancelled and the case will be referred to the Disciplinary Committee for further necessary action
- h) Option for AC hostel rooms is given at the time of admission and will be allotted on first come first serve basis. Change from Non AC to AC may be permitted in mid session after depositing full fee and subject to availability

- l) In case of girls hostlers, parents need to provide in writing to Director Principal at the time of hostel admission, the names and addresses of the local guardians/relatives who would visit the girl students or with whom she can stay overnight with the permission of the warden

### B. HOSTEL FEE

Hostel fee and security are payable by the students for the full year along with the college fee

### C. DISCIPLINE

- a) Warden is authorized to punish students for any irregularities, neglect of duties or breach of discipline. The Hostel Superintendent, for any breach of discipline may punish the students by way of a fine. Complaints proved to be correct after inquiry by the Hostel Superintendent shall be brought to the notice of the Director Principal for information to the parents of the boarders. Appeals against the orders of the Hostel Superintendent if any, shall be made to the Director Principal/disciplinary committee
- b) The students will not shift rooms without prior permission of the warden, Hostel Superintendent, and the Director Principal
- c) Furniture must not be shifted from one room to another without prior permission of the warden
- d) All damages shall be repaired at the expense of the boarders as they are responsible for the same
- e) No religious ceremony likely to injure the feelings of the boarders shall be performed in the hostel
- f) No boarder shall indulge in any amusement which disturbs other boarders

## DISCIPLINARY RULES AND REGULATIONS



- g) Every boarder shall be in his/her room by 9:00 PM (except those who are in the library). Boarders are prohibited from leaving the hostel after 9:30 PM. Any boarder, who wishes to stay out after this time, shall take prior permission from the warden. Late comers will first report to the warden of their hostel before going to their rooms. Infringement of this rule is a serious offence
  - h) No boarder shall stay out for the night or spend the week end without prior permission of the warden
  - l) Defacing of walls, furniture and fixtures, interference with electrical fittings is strictly prohibited
  - j) All cases of sickness must be reported to the warden for necessary action
  - k) Smoking, use of liquor and narcotic drugs in the hostel premises is strictly prohibited (Institution area is totally non-smoking, non-drinking zone).
  - l) If any student is found consuming liquor in the hostel, the student will be expelled from hostel along with the his/her roommates
  - m) If any student is found consuming narcotic drugs, student will be expelled from the college
  - n) Any kind of weapons/explosives etc are strictly prohibited. Defaulters shall face disciplinary action
  - o) Any student who is absent from hostel without permission for a period of more than one week, will automatically forfeit his/her allotment in hostel. Warden will open his room and store the belongings in the store room after making an inventory. The student on return will seek re- allotment of accommodation in the usual way.
  - p) Any student who is unable to occupy his allotted accommodation in the hostel by the notified date for reasons, other than certified illness, for which he will submit a certificate, before the due date will also forfeit his allotment
  - q) The hostel authorities will not be responsible for loss of anything from the student's room. But loss if any should be immediately reported to the warden. Students are advised not to keep a large sum of money or other valuables in the room. Students are not allowed to stay in the hostel during class hours except with permission from the warden
  - r) The speed limit for driving inside the college campus is 20km/hr
- D. VISITORS**
- a) Rights of admission to the hostel premises are reserved
  - b) No guest shall be allowed to reside in the hostel. Violation of this rule will render the boarder liable for expulsion from the hostel in addition to any other penalty/fine which the Hostel Superintendent may deem appropriate
  - c) Students may receive authorized visitors daily from 5 pm to 8 pm. At other times visitors may be received only with the written permission of the warden
  - d) The visitors will be seated in the reception area and the student concerned will be informed after the entry has been made in the visitor's book
  - e) No female visitors are allowed to enter the male hostel/and vice-versa under any circumstances.
- Only those visitors will be allowed in the reception area whose names are given in the visitor's list which has been submitted in the hostel office duly signed by the parents or guardian of the boarder
- E. MESS**
- Mess rules will be observed. All students will dine in the mess. No student shall cook food in his/her room or bring mess food to his/her room. Rules including meal timing will be displayed on the notice board Note: The above rules are subjected to revision from time to time by college authorities.

## ACADEMIC ACTIVITIES



### ORAL CANCER SYMPOSIUM

An Oral Cancer Symposium was organized by Head and Neck Oncology team of PIMS on 13<sup>th</sup> February, 2017. The symposium aimed to cover different facets of Oral Cancer like Diagnosis and Staging of Oral Cancer, Anesthesia in Oral Cancer, Reconstruction, role of Radiotherapy, Management of neck nodes, Premalignant lesions. Even the significance of Nutritional Management for Head and Neck cancer patients was touched upon. The Symposium helped the audience to have a holistic understanding on this grievous problem of Oral Cancer



### CME ON TRANSFUSION MEDICINE

Keeping in mind the rapid advancements in the field of Transfusion Medicine and to keep pace with these advancements, the department of Transfusion Medicine, PIMS organized 'An Update on Safe Blood Transfusion Service' on 6<sup>th</sup> May, 2017. CME was attended by doctors from varied parts of the country. The CME comprised of power point presentations, panel discussions and case presentations on the critical topics of Transfusion Medicine. The various topics discussed in the CME were Rational use of blood and blood components in present scenario, Quality indicators for blood components, cross match v/s type & screen, accreditation of blood banks, applications of therapeutic plasma exchange, scope of chemiluminescence in TTI testing, etc. Even a panel discussion on 'need for change in policy in the light of rapid development in Technology' was conducted which was quite insightful for all.



### CME ON INFECTIOUS DISEASES

CME on Infectious Diseases was organized with joint efforts of Department of Medicine and Microbiology, PIMS and in collaboration of Clinical Infectious Diseases Society of India. This academic event was organized on 1<sup>st</sup> April, 2017 and was attended by eminent speakers from various institutes of the country including CIDS of India who exchanged their ideas on topics like Acute febrile encephalopathy, Tuberculosis: newer diagnostic trends, role of clinical microbiologist in antibiotic stewardship, changes in clinical scenarios, current guidelines in treatment of Malaria etc. Clinical studies were also presented covering the areas like Study of Dengue Fever, issues in diagnosis and management of Swine Flu etc. The knowledge exchange in this conference was highly insightful and enriching experience for participants and audience.



## ACADEMIC ACTIVITIES



### WORLD LEPROSY DAY

PIMS celebrated World Leprosy Day on 30th January, 2017 with an objective of creating awareness among general public and medical students regarding Leprosy and social issues associated with it. The Martyrdom day of Mahatma Gandhi is observed as 'World Leprosy Day' as he had great affection and sympathy for the Leprosy patients. Dr. RL Bassan, Assistant Professor and Dr. Khushamn, Assistant Professor, Department of Dermatology, PIMS discussed causes, treatment, prevention and rehabilitation of Leprosy in detail. A two minutes silence was also observed to pay homage to Mahatma Gandhi.

### NEONATAL RESUSCITATION TRAINING PROGRAM

Approximately one million babies die per year worldwide due to birth asphyxia of which about one third is contributed by India. Hence, resuscitation of babies at birth is the most important single intervention to deal with this problem.

Workshops on neonatal resuscitation were conducted by the department of Pediatrics for pediatricians of the region, MBBS interns and nursing staff of PIMS. In this certified course all participants were given hands on training of all the skills required for neonatal resuscitation.

### ACLS/BLS TRAINING FOR INTERNS

150 Interns were trained in American Heart Association accredited, Basic & Advanced Cardiac Life Support at PIMS Jalandhar. In this AHA certified course, all the participants were given hands on training of all the skills required for Basic & Advanced Cardiac Life Support.



### WORKSHOP ON CRADLE TO CRAYONS AND BEYOND

The recent advances in the neonatal care has ensured the survival of very tiny babies. Most of these babies are preterm and low birth weight and need to be kept in NICU for a longer duration.

To provide optimal care to these babies after birth, mimicking in-utero environment, Indian Academy of Pediatrics started a scientific workshop, "Cradle to Crayons and Beyond" in 2016.

The department of Pediatrics, PIMS conducted such a workshop at PIMS on 27th May, 2017 for pediatricians from Punjab. The sessions included developmentally supportive care in NICU aimed at providing care to the babies similar to in-utero environment. It was followed by identification and follow-up of high risk babies to minimize morbidities and complications. Understanding normal development for 0 to 6 years babies, red flag signs, developmental assessment and autism were also covered. The sessions were followed by hands on workshop for tone assessment and use of screening tools.

## ACCOMPLISHMENTS



### NEET PG RESULTS OF PIMS STUDENTS

A proud moment for PIMS as these students of first batch -2011 aced NEET PG 2017 and secured seats in reputed institutes across the country.



**Dr. Aashita Mittal**

AIR-103 | MD - Radiodiagnosis  
Lady Hardinge Medical College,  
New Delhi



**Dr. Jasnoor Sra**

AIR -9318 | MD - Anaesthesia  
CMC, Ludhiana



**Dr. Arshiya Bansal**

AIR -13191 | MD - Pathology  
GMC, Patiala



**Dr. Puneet Mallhan**

AIR -14628 | MD - Radiodiagnosis  
DMC, Ludhiana



**Dr. Manvy Chalana**

MD - Microbiology  
GMC, Amritsar



**Dr. Gunjot Kaur**

MD - Pathology  
GMC, Amritsar



**Dr. Pradeep Atter**

MD - Anaesthesia  
GMC, Chandigarh

### RESEARCH & MEDICAL ELECTIVES

- » Jatin Kanda (Batch-2012)  
Clinical Elective| Cardiology | Freeman Hospital,  
Newcastle University, UK
- » Avreen Kaur Vij (Batch-2011)  
Research Elective | Pulmonology | Johns Hopkins  
University, Baltimore, US
- » Arshiya Dayal & Vanie Gulati (Batch  
2015) participated in 38<sup>th</sup> Asian Medical  
Students Conference at Seoul, South  
Korea (Paper presented on “Accidents in  
medical field, hospital no longer a safe  
area”).

- ❖ 52 PIMS faculty members have undergone training in Basic Medical Education technology
- ❖ 3 faculty members have completed one year MCI Advance Course in Medical Education
- ❖ 15 faculty members have undergone training in ATCOM

# ACCOMPLISHMENTS



## MBBS Batch 2012 (Final Prof. Part-II)



**Navkamal Kaur**  
69.44% | Rank-1



**Mehak Arora**  
69.11% | Rank-2



**Gagandeep**  
68.44% | Rank-3

## MBBS Batch 2014



**Simrat Kaur Batth**  
74.9% | Rank-6



**Ramandeep Kaur**  
74% | Rank-1  
Distinction Microbiology



**Aakriti Mahajan**  
73.8% | Rank-9



**Purnima Bhanot**  
73-9% | Rank-9

## MBBS Batch 2015 First Prof.



**Shivani**  
72.8% | Rank-1



**Apoorva Sharma**  
71.6% | Rank-2



**Shikha Walia**  
71% | Rank-3



## ANNUAL SPORTS MEET (2016-2017)

Being the flagship event of PIMS, students eagerly wait for this event. The zeal and vigour across all batches to participate and outperform is beyond expression. Sports meet is a 7 days event where students get opportunity to participate in team and individual events like Volleyball, Basketball, football, cricket, handball, Badminton and Table Tennis. This gives students a chance to learn the essence of a healthy competition, feeling of oneness, build camaraderie and revitalize their energies.

### WINNER DETAILS

#### Best Sportsperson:

Boys- Harshit Hareendra      Batch 2014

Girls- Manpreet Kaur      Batch 2014

#### Best Athlete:

Boys - Harshit Arora      Batch 2014

Girls - Hunardeep Kaur      Batch 2014



### OVERALL BEST BATCH

1<sup>st</sup>      2014

2<sup>nd</sup>      2015

3<sup>rd</sup>      2016





**Events & Activities:** Across the year, various co-curricular events are organized by students which helps them to revitalize and be zealous to cope up with the rigorous academic curriculum. The Institute provides students a platform for their overall development in form clubs and committees. This helps them to plan, organize and participate in events to explore their creative sides and tweak their imagination.



# LIFE @ CAMPUS



# INNOVATIVE TEACHING METHODOLOGIES



## Poster and Model Making

Poster and Model making as an innovative teaching tool was introduced in departments of Forensic, Microbiology, Pharmacology & Ophthalmology. It's an ingenious way for the students to use their creative skills and an amalgamation of "learning & recreation". During the process, students came up with novel ideas & acquired knowledge, making it an effective way of learning. Students were divided into groups & given topics for models & posters, viva on the assigned topics was conducted & students were assessed.

## Teaching Research Methodology

PIMS has taken an initiative to teach research methodology to undergraduate students by conducting regular in-house seminars.



## COMMUNITY CONNECT



PIMS as a center of excellence not only focuses on transforming students into professionals but also works to serve the society through its Corporate Social Responsibility (CSR) programs. CSR programs of PIMS intend to promote preventive and remedial healthcare services to vulnerable sections of society. Our programs are designed on the basis of need assessment and focus on leveraging the institute's inherent healthcare experience and competencies to deliver a sustainable impact.



### SWASTHYA JYOTI



### BAL SURAKSHA



### JAN KALYAN

**Swasthya Jyoti** aims at promoting health education by conducting various health awareness lectures, talks and interactive sessions with medical experts. Various activities done under this program are – All India Radio (AIR) talks and Doordarshan programs on Health education, 'Save Girl Child', 'Sutta chad de yaar'- combined initiative by PIMS and BIG FM. Around 80-90 awareness lectures are conducted yearly on topics like cancer awareness, Hepatitis B, Swine Flu, Stress Management, Lifestyle disease prevention, De-addiction, Down's Syndrome, Prevention of Dengue and Malaria etc.



**Bal Suraksha** targets to work with a holistic approach to improve the health status of children by conducting regular health check-ups and imparting basic health education to them. Under this program the activities that are carried are:- Health Check-up for Students, Awareness Talk, Visit to a Medical College. Till now 18,000 students have been covered from around 70- 80 schools for hospital visit and health check-up and around 30-40 lectures yearly are organized by PIMS on topics like diet and hygiene, stress management, effects of radiation from mobile phones, dental hygiene and drug abuse etc.

**Jan Kalyan** focuses on serving with smile. It strives to enhance the quality of life of people in rural areas by running Urban Health Training Centre (UHTC), Rural Health Training Centre (RHTC), organizing De-Addiction campaigns, nukkad natak and Medical Camps in areas devoid of health facilities and medical services. Around 85,000 patients have been examined in past 5 years under this program. In the 15 villages- medically adopted by PIMS, twice in a month our team of doctors and staff visit and provide free health check-up and medicines.





(Appendix I)

Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/ Institutions) Regulations, 2009.

## NOTIFICATION

(New Delhi, the 3rd August, 2009)

No. MCI-34(1)/2009-Med./25453, In exercise of the powers conferred by Section 33 of the Indian Medical Council Act, 1956 (102 of 1956) the Medical Council of India with the previous sanction of the Central Government hereby makes the following Regulations, namely:-

### 1. Short title, commencement and applicability

- (i) These Regulations may be called the Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges / Institutions) Regulations, 2009.
- (ii) They shall come into force on the date of their publication in the Official Gazette.

### 2. Objective:-

To root out ragging in all its forms from medical colleges/institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

### 3. Definitions:- For the purposes of these Regulations:-

3.1 "Medical College" means an institution, whether known as such or by any other name, which provides for a programme, beyond 12 years of schooling, for obtaining recognized MBBS qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programmes of study and present students undergoing such programmes of study for the examination for the award of recognized MBBS/PG Degree/Diploma qualifications.

3.2 "Head of the institution" means the Dean/Principal/Director of the concerned medical college/institution.

#### 3.3 Ragging" includes the following:

Any conduct whether by words spoken or written or by an act which has the effect of harassing, teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

3.4 MCI means MCI constituted in terms of Section 3 of Indian Medical Council Act, 1956.

3.5 "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, an institution deemed to be university under Section 3 of the UGC Act, 1956, or an institution specially empowered by an Act of Parliament to confer or grant degrees.



#### 4. Punishable ingredients of Ragging:

- » Abetment to ragging;
- » Criminal conspiracy to rag;
- » Unlawful assembly and rioting while ragging;
- » Public nuisance created during ragging;
- » Violation of decency and morals through ragging;
- » Injury to body, causing hurt or grievous hurt;
- » Wrongful restraint;
- » Wrongful confinement;
- » Use of criminal force;
- » Assault as well as sexual offences or even unnatural offences;
- » Extortion;
- » Criminal trespass;
- » Offences against property;
- » Criminal intimidation;
- » Attempts to commit any or all of the above mentioned offences against the victim(s);
- » Physical or psychological humiliation.
- » All other offences following from the definition of "Ragging".

#### 5. Measures for prohibition of ragging:-

- 5.1 The Medical College/Institution / University shall strictly observe the provisions of the Act of the Central Government and the State Governments, if any, or if enacted and / or for the time being in force, considering ragging as a cognizable offence under the law at par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ST and prohibiting ragging in all its forms in all institutions.
- 5.2 Ragging in all its forms shall be totally banned in the entire Medical College/Institution / University including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc) whether located within the campus or outside and in all means of transportation of students whether public or private.
- 5.3 The Medical College/Institution / University shall take strict action against those found guilty of ragging and/or of abetting ragging.

#### 6. Measures for prevention of ragging at the institution level:-

- 6.1 Before admissions:-
  - 6.1.1 The advertisement for admissions shall clearly mention that ragging is totally banned / prohibited in the Medical College/Institution and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately.
  - 6.1.2 The brochure of admission/instruction booklet for candidates shall print in block letters these Regulations in full (including Annexures).
  - 6.1.3 The 'Prospectus' and other admission related documents shall incorporate all directions of the Hon'ble Supreme Court and /or the Central or State Governments as applicable, so that the candidates and their parents/ guardians are sensitized in respect of the prohibition and consequences of ragging



- 6.1.4 A Brochure or booklet/leaflet shall be distributed to each student at the beginning of each academic session for obtaining undertaking not to indulge or abet ragging and shall contain the blueprint of prevention and methods of redress.
- The application form for admission/ enrolment shall have a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the applicant (English version given in Annexure ), to be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and to the effect that he/she has not been expelled and/or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.
- 6.1.3 The application form shall also contain a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the parent/ guardian (English version given in Annexure ), to be signed by the parent/ guardian of the applicant to the effect that he/ she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/ her ward in case the latter is found guilty of ragging and/or abetting ragging. A database shall be created out of affidavits affirmed by each student and his/her parents/guardians stored electronically, and shall contain the details of each student. The database shall also function as a record of ragging complaints received.
- 6.1.4 The application for admission shall be accompanied by a document in the form of the School Leaving Certificate/transfer certificate/migration certificate/ Character Certificate which shall include a report on the behavioral pattern of the applicant, so that the institution can thereafter keep intense watch upon a student who has a negative entry in this regard.
- 6.1.5 A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure (both Parts) along with his/ her application for hostel accommodation.
- 6.1.6 At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Wardens, representatives of students, parents/ guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.
- 6.1.7 To make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, big posters (preferably multicolored with different colours for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
- 6.1.8 Apart from placing posters mentioned in sub-clause 6.1.9 above at strategic places, the Medical College/Institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, by holding counseling sessions, workshops, painting and design competitions among students and other methods as it deems fit.
- 6.1.11 The Medical College/Institution/University shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- 6.1.12 The Medical College /Institution/ University shall identify, properly illuminate and man all vulnerable locations.
- 6.1.13 The Medical College/Institution/University shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
- 6.1.14 The Medical College/Institution/University shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, leaflets, seminars, street plays, etc.



6.1.15 The faculties/ departments/ units of the Medical College/Institution /University shall have induction arrangements (including those which anticipate, identify and plan to meet any special needs of any specific section of students) in place well in advance of the beginning of the academic year with a clear sense of the main aims and objectives of the induction process.

The Principal or Head of the Institution/Department shall obtain an undertaking from every employee of the institution including teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns etc. that he/she would report promptly any case of ragging which comes to his/her notice. A provision shall be made in the service rules for issuing certificates of appreciation to such members of the staff who report ragging which will form part of their service record.

## **6.2. On admission:-**

6.2.1 Every fresher admitted to the Medical College/Institution/University shall be given a printed leaflet detailing when and to whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committees, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc., so that the fresher need not look up to the seniors for help in such matters and get indebted to them and start doing things, right or wrong, at their behest. Such a step will reduce the freshers' dependence on their seniors.

Every institution should engage or seek the assistance of professional counselors at the time of admissions to counsel 'freshers' in order to prepare them for the life ahead, particularly for adjusting to the life in hostels.

6.2.2 The Medical College/Institution/University through the leaflet mentioned above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.

6.2.3 The leaflet mentioned above shall also inform the freshers about their rights as bonafide students of the institution and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.

6.2.4 The leaflet mentioned above shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.

Medical College/Institution/University shall also organize joint sensitization programmes of 'freshers' and seniors.

On the arrival of senior students after the first week or after the second week as the case may be, further orientation programmes must be scheduled as follows (i) joint sensitization programme and counseling of both 'freshers' and senior by a Professional counselor; (ii) joint orientation programme of 'freshers' and seniors to be addressed by the principal/Head of the institution, and the anti-ragging committee ; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the 'freshers' and seniors to interact in the presence of faculty members ; (iv) in the hostel, the warden should address all students; may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.

6.2.6 Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.

## **6.3. At the end of the academic year:-**

6.3.1 At the end of every academic year the Dean/Principal/Director shall send a letter to the parents/guardians of the students who are completing the first year informing them about the law regarding ragging and the punishments, and appealing to them to impress upon their wards to desist from indulging in ragging when they come back at the beginning of the next academic session.



6.3.2 At the end of every academic year the Medical College/Institution /University shall form a 'Mentoring Cell' consisting of Mentors for the succeeding academic year. There shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of 1 Mentor for 6 freshers and 1 Mentor of a higher level for 6 Mentors of the lower level.

Each batch of freshers should be divided into small groups and each such group shall be assigned to a member of the staff. Such staff member should interact individually with, each member of the group on a daily basis for ascertaining the problems/difficulties if any faced by the fresher in the institution and extending necessary help.

In the case of freshers admitted to a hostel it shall be the responsibility of the teacher in charge of the group to coordinate with the warden of the hostel and to make surprise visits to the rooms in the hostel where the members of the group are lodged.

#### **6.4. Setting up of Committees and their functions:-**

**6.4.1 The Anti-Ragging Committee:-** Every institution shall have an Anti-Ragging Committee and an Anti-Ragging Squad. The Anti-Ragging Committee shall be headed by the Head of the institution and shall consist of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the Anti Ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.

**6.4.2 The Anti-Ragging Squad:-** The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall exclusively consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the Anti-Ragging Committee.

All matters of discipline within teaching institutions must be resolved within the campus except those impinging on law and order or breach of peace or public tranquility, all of which should be dealt with under the penal laws of the land

University Monitoring Cell At the level of the University, we recommend that there should be a Monitoring Cell on Ragging, which should coordinate with the affiliated colleges and institutions under its domain. The Cell should call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committee, Anti - Ragging Squads, Monitoring Cells at the level of the institution, the compliance with instructions on conducting orientation programmes, counseling sessions, the incidents of ragging, the problems faced by wardens or other officials. It should also keep itself abreast of the decisions of the District level Anti - Ragging Committee. This Monitoring Cell should also review the efforts made by institutions to publicize anti - ragging measures, soliciting of undertaking from parents and students each year to abstain from ragging activities or willingness to be penalized for violations; and should function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye - laws to facilitate the implementation of anti-ragging measures at the level of the institution.

#### **6.5. Other measures:-**

6.5.1 The Annexures mentioned in 6.1.4, 6.1.5 and 6.1.7 of these Regulations shall be furnished at the beginning of each academic year by every student, that is, by freshers as well as seniors.

6.5.2 The Medical College/Institution /University shall arrange for regular and periodic psychological counseling and orientation for students (for freshers separately, as well as jointly with seniors) by professional counselors during the first three months of the new academic year. This shall be done at the institution and department/ course levels. Parents and teachers shall also be involved in such sessions.



6.5.3 Full-time warden shall be appointed as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline, as well as the softer skills of counseling and communicating with the youth outside the class-room situations. Wardens shall be accessible at all hours and shall be provided with mobile phones and the details of their telephone number must be widely publicized. Similarly, the telephone numbers of the other important functionaries - Heads of institutions, faculty members, members of the anti-ragging committees, district and sub-divisional authorities and state authorities where relevant, should also be widely disseminated for the needy to get in touch or seek help in emergencies. The institution shall review and suitably enhance the powers and perquisites of Wardens and authorities involved in curbing the menace of ragging.

Further the institutions shall provide necessary incentives for the post of full-time warden, so as to attract suitable candidates.

6.5.4 Freshers shall be lodged in a separate hostel block, wherever possible, and where such facilities are not available, the college/institution shall ensure that seniors' access to freshers' accommodation is strictly monitored by wardens, security guards and college staff.

As ragging takes place mostly in the hostels after the classes are over in the college, a round the clock vigil against ragging in the hostel premises shall be provided. It is seen, that college canteens and hostel messes are also places where ragging often takes place. The employers/employees of the canteens/mess shall be given necessary instructions to keep strict vigil and to report the incidents of ragging to the college authorities if any.

The security personnel posted in hostels shall be under the direct control of the Wardens and assessed by them.

6.5.5 Private commercially managed lodges and hostels shall be registered with the local police authorities, and this shall be done necessarily on the recommendation of the Head of the institution. Local police, local administration and the institutional authorities shall ensure vigil on incidents that may come within the definition of ragging and shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within the campus. Managements of such private hostels shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within campuses.

6.5.6 Besides registering private hostels as stated above, the towns or cities where educational institutions are located should be apportioned as sectors among faculty members, as is being done by some institutions, so that they could maintain vigil and report any incidents of ragging outside campuses and en route while 'freshers' commute.

6.5.7 The Head of the institution shall take immediate action on receipt of the recommendations of the Ant-Ragging Squad. He/She shall also take action *suomotu* if the circumstances so warrant.

6.5.8 Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.

6.5.9 Anonymous random surveys shall be conducted across the 1st year batch of students (freshers) every fortnight during the first three months of the academic year to verify and cross-check whether the campus is indeed free of ragging or not. The institution may design its own methodology of conducting such surveys.

6.5.10 The burden of proof shall lie on the perpetrator of ragging and not on the victim.

6.5.11 The institution shall file an FIR with the police / local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/ local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.

6.5.12 The Migration/Transfer Certificate issued to the student by the Medical College/Institution /University shall have an entry, apart from those relating to general conduct and behaviour, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.



Preventing or acting against ragging shall be the collective responsibility of all levels and sections of 6.5.13 authorities or functionaries in the Medical College/Institution /University, including faculty, and not merely that of the specific body/ committee constituted for prevention of ragging.

6.5.14 As such the college canteens and hostel messes are also places where ragging often takes place, hence the employers/employees of the canteens/mess shall be given necessary instructions to keep strict vigil and to report the incidents of ragging to the college authorities, if any.

Further access to mobile phones and public phones shall be unrestricted in hostels and campuses, except in class-rooms, seminar halls, library etc. where jammers shall be installed to restrict the use of mobile phones.

6.6 Measures for encouraging healthy interaction between freshers and seniors:-

6.6.1 The Medical College/Institution /University shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the freshers and senior students.

6.6.2 Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.

6.6.3 The Medical College/Institution /University shall enhance the student-faculty interaction by involving the students in all matters of the institution, except those relating to the actual processes of evaluation and of faculty appointments, so that the students shall feel that they are responsible partners in managing the affairs of the institution and consequently the credit due to the institution for good work/ performance is due to them as well.

7. Regulatory Measures

The inspecting/visiting committees of MCI shall cross verify that the medical college/institution has strictly complied with the anti ragging measures and has a blemishless record in terms of there being no incident of ragging during the impending period (i.e. from earlier inspection) or otherwise.

8. Awardable Punishments.

8.1 At the Medical College/Institution level:

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

8.1.1 Suspension from attending classes and academic privileges.

8.1.2 Withholding/withdrawing scholarship/ fellowship and other benefits

8.1.3 Debarring from appearing in any test/ examination or other evaluation process.

8.1.4. Withholding results

8.1.5 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.

8.1.6 Suspension/ expulsion from the hostel

8.1.7 Cancellation of admission.

8.1.8 Rustication from the institution for period ranging from 1 to 4 semesters



8.1.5 Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.

8.1.6 Fine of Rs. 25,000/- and Rs. 1 lakh.

8.1.5 Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

8.2 Penal consequences for the heads of the institutions/administration of the institution who do not take timely steps in the prevention of ragging and punishing those who rag.

The authorities of the institution particularly the Head of the institution, shall be responsible to ensure that no incident of ragging takes place in the institution. In case any incident of ragging takes place, the Head shall take prompt and appropriate action against the person (s) whose dereliction of duty lead to the incident. The authority designated to appoint the Head shall, in its turn, take prompt and appropriate action against the Head.

In addition to penal consequences, departmental enquiries be initiated against such heads institutions / members of the administration / faculty members / non-teaching staff, who display an apathetic or insensitive attitude towards complaints of ragging.

8.3 At the MCI level

8.3.1 Impose an exemplary fine of Rs. 1 lakh for each incident of ragging payable by erring medical college/institution to such authority as may be designated by the appropriate Govt., as the case may be.

8.3.2 Declare the erring Medical College /Institution/ University as not having the minimum academic standards and warning the potential candidates for admission at such institution through public notice and posing on the MCI website.

8.3.3 Declare the erring Medical College /Institution/ University to be ineligible for preferring any application u/s 10A of the Indian Medical Council Act, 1956 for a minimum period of one year, extendable by such quantum by the Council as would be commensurate with the wrong.

(Lt. Col. (Retd.) Dr. A.R.N. Setalvad)

SECRETARY



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