

ORDINANCE GOVERNING MAINTENANCE OF DISCIPLINE IN FOREST RESEARCH INSTITUTE UNIVERSITY HOSTELS

Subject the general control of the Academic Council, the following Ordinances and Regulations shall regulate the maintenance of discipline among the students residing in the Hostels.

INSTITUTE HOSTELS

1. Residence

- 1.1 Students may be admitted to the Institute Hostel, according to the criteria laid down (vide Appendix – I) for the purpose and in accordance with the accommodation available for residence.
- 1.2 The Institute hostels should be totally vacated for a period of one month preferably in June, every year to enable the administration to attend to the maintenance and other associated matters of the hostels. However, if the presence of certain research students is considered essential then they may be accommodated in one hostel.
- 1.3 Students failing to secure a seat in a hostel are required to make their own arrangement and intimate to the registry address of their residences.

For the purpose of the above Regulation the term “Guardian” shall mean the legal guardian of the student, if one has been appointed or as an alternative a near relative if any, of responsible age provided that the guardian so declared shall sign a declaration of his relationship if any, with the student and shall execute a bond indicating that he shall be responsible for the good behavior of the student.

2. Disciplinary Control

- 2.1 Every student living in a hostel (city campus) will be subject to the disciplinary control of the Warden / Dean or any officer appointed by the Director, as the case may be. The Director shall constitute a Disciplinary Committee which will deal with all matter arising out of indiscipline and misconduct in the hostels.
- 2.2 An officer appointed by the Director shall with the cooperation of warden deal with all cases of indiscipline of students.
- 2.3 So long as the students is on the role of the Institute he/she shall be subject to the disciplinary control of the Institute authorities.

3. Rules of Residence

- 3.1 Students residing in the hostel, shall not absent themselves except under condition prescribed under regulation and shall follow the rules laid down under these regulations.
- 3.2 (a) A boy boarder is required to return by 10.00 p.m unless he has taken permission of the concerned warden.
(b) A girl boarder is required to return by 7.30 p.m (from September to February) and 8.30 p.m (from March to August) unless she has taken permission to the concerned warden.

- 3.3 No boarder shall leave the hostel or remain outside Dehra Dun when the Institute is open and course under which he has taken admission is running except with the written permission of the warden. Permission shall be given by the warden only when the student concerned has obtained leave from Course Coordinator.
- 3.4 Unless the permission of the warden has been received no boarder shall leave hostel except in an emergency. In the later case he shall inform the warden at the earliest and seek his permission.
- 3.5 Students going out on authorised tours excursion, etc, shall inform the warden in writing, stating that they have been permitted by the Course Coordinator/Dean /Director to go on such tours excursion, etc. for a specific period. The permission must be taken before they leave the hostel.

4. Extra – Curricular Activities

- 4.1 Apart from the official organisations approved by the Institute, students residing in the hostel with the permission of the Director organise Societies and Association for healthy promotion of their academic cultural, athletic and social welfare activities.
- 4.2 The Societies and Associations for promoting the academic cultural and other activities of the inmates of the hostel shall be subject to the guidance and control of the warden. On the recommendations of the warden the names of such Associations or Societies along-with their constitutions shall be forwarded to the Registrar as soon as possible for getting recognition by the Academic Council / Board of Management as the case may be.
- 4.3 For any functions in the hostel in respect of the Associations / Societies use of loudspeaker shall not be permitted.
- 4.4 Students shall not hold any meeting or organise any activity in the hostel without the written permission of the warden.
- 4.5 In all function and meeting organised in the Institute student shall maintain due decorum. Such student as are found to create disturbance or to disobey any instruction given to them shall be liable to disciplinary action as per Appendix-2

5 Accommodation of Guests

No boarder residing in men's hostel shall accommodate a guest in his room.

6 Boarder in Women's Hostel

- 6.1 Women students residing in the Women's hostel are required to return by 10.00 p.m. in the hostel unless specially permitted by the warden.
- 6.2 Women Students residing in the Women's hostel shall be allowed to meet the visitors in the visitors room only from 5.00 p.m. to 6.30. p.m.
- 6.3 No Women student residing in the Women's hostel shall accommodate guests in her room.

7. Power of Enquiry from Students

Every Officer/Scientist and other members of the staff have the power of demanding from the students their identity card and such other information as may be desired by him/her. Students failing to provide the correct information shall be liable to disciplinary action as per Appendix-2.

8. Penalty for Violation

For any contravention of the Ordinances/Rules relating to discipline misconduct or moral turpitude the guilty students shall be liable to such punishment as is provided for in the rules. Punishment for any omissions or commissions or for breach of discipline or any misconduct shall be awarded in accordance with the rules mentioned in Appendix-2.

- 1.1 In case of serious misconduct, the name of the students shall be entered in the conduct book maintained with the warden. If the name of the student has been entered thrice in the conduct book for misconduct the student shall be liable to expulsion from the hostel under the order of the Director.
- 1.2 Students found guilty of misconduct in the Institute are liable to be denied hostel facility.
- 1.3 For act of indiscipline and or misconduct student may be fined by the warden upto a limit of Rs. 200/-.

9 Articles Permitted/Prohibited in the room

9.1 Every border shall be provided at least the following articles

1	Takhat/Cot	(one)
2	Mattress	(one)
3	Table	(one)
4	Chair	(one)

- 9.2 Use of the heater by a boarder is not permitted.
- 9.3 Students desirous of keeping costly items may do at their own risk.
- 9.4 Students shall not be permitted to keep even licensed firearms, knives contraband material, etc, in the hostel room under any circumstances whatsoever. A breach of this regulation will lead to the expulsion of the student from the hostel without any enquiry.
- 9.5 Students shall not be permitted to use any hallucinogenic drug or alcoholic drinks. Even possession of these prohibited articles will render them to severe disciplinary action vide Appendix-2

10 Invitation to guests for inaugural and other functions

10.1 Students of the Institute may invite any person from outside the Institute for inaugural and other functions of the Societies, Associations, and Hostel Union etc. after obtaining prior permission of the warden.

11 Breach of general rules of the Institute

11.1 Students of the Institution shall abide by the general rules of traffic, health, sanitation, messing extra curricular activities and security of property which may be announced by the Institute from time to time. Any breach on their part will render them liable to such disciplinary action as may be taken by the Institute vide Appendix-2

12 Violation of general Laws of the land

- 12.1 All cases of indiscipline amounting to violation of the law of the land, shall be reported to the Registrar / Director who may after preliminary enquiry handover the student concerned to the police for instituting case in a Court of Law.

13 Saving Clause

- 13.1 Any question of discipline not covered by these rules and other rules framed by the Academic Council shall be dealt with by the Director.

Appendix – I

CATEGORY OF BOARDERS / RESIDENTS IN A INSTITUTE HOSTEL AND PERIOD OF THEIR STAY

1. Ph.D. Research Scholars

- 1.1 Residence facility - 4 years with effect from the date of registration or till submission of thesis, whichever is earlier.

It may be extended for one year in two installments of 6 months each on recommendation of the Supervisor / Head of the Division. However no extension will be given after the submission of thesis.

2. Other bonafide Students

- 2.1 Only such students who have joined a regular Post – graduate Diploma, Post – graduate Degree & other courses in the Institute shall be eligible for hostel accommodation. The period of allotment though renewable every year, shall not exceed the period of the course to which a student has been admitted.

- 2.2 Students, who have been expelled rusticated or are under suspension for various act (s) of indiscipline during the course of their studentship, shall not be considered for allotment of seats in the hostel.

- 2.3 Unauthorised occupants will be expelled from the hostel by the warden. It is equally the responsibility of the hosteller to see that no guest stays in his room. If they persist in disobeying the orders then they are likely to be subjected to severe disciplinary action including rusticated for a specified period or even expulsion from the Institute.

- 2.4 Defaulters in payment of fees will be liable for cancellation of their allotment in the hostel (vide appendix-2)

- 2.5 It shall be necessary for the boarders of the hostel to fulfill the requirement of attendance in the classes as laid down in the regulations. Boarders are liable to loose their hostel seats if they do not fulfill the attendance requirement as stated above (vide appendix -2)

- 2.6 Not withstanding the period of stay mentioned above at various level, no students of the Institute should be allowed to stay in the hostels of the Institute for a total period exceeding 7 (seven) years. Ordinarily it implies 2 years of post graduate course and maximum of 5 years of Ph.D. Programme but will depend on the duration of the courses run in the Institute.

- 2.7 No students of the Institute shall have the right to stay in the same room in the next academic session. In the beginning of each academic session fresh allotment of accommodation will be made on production of No Dues Certificate.

Appendix – II

MAINTENANCE OF HOSTEL DISCIPLINE

Students residing in Institute hostel shall abide by the aforesaid regulations. Any breach of these regulations, lack of decorum indiscipline, improper conduct of willful damage of hostel property or of the belongings of a fellow student shall entail disciplinary action including expulsion from the Institute.

Without prejudice to the generality of the foregoing provision and unless there is anything repugnant in the subject or context “indiscipline” and “misconduct” shall include the following and if the allegation of indiscipline / misconduct against a student residing in hostel is found correct, he will be liable to disciplinary action as indicated below: -

	ACTS	PUNISHMENT
A	INDISCIPLINE	
1.	Leaving hostel overnight without obtaining prior permission in writing	Warning by the Warden of the hostel. In the event of repeated violations despite warning entry in the conduct book, three such entries will entail expulsion from hostel
2.	Irregularity in attendance in hostel / or classes.	
3.	Accommodation of guest in the hostel.	
4.	Change in guardianship without obtaining prior permission in writing.	Severe warning and entry in the Conduct Book by the Warden.
5.	Holding of meeting or organizing any activity in the hostel without permission in writing.	Severe warning and imposition of a fine not exceeding Rs 200/- on repeated entry in the conduct Book and after three such entries expulsion from the hostel
6.	Inviting persons from outside the University to inaugurate functions etc. without prior permission in writing.	
7.	Use of Loud Speaker in the hostel.	
8.	Use of electric heater in the hostel.	Expulsion from Hostel
9.	Change in place of residence without prior permission in writing.	Expulsion from the hostel
B	MISCONDUCT	
10.	Non vacation of hostel after the prescribed period of stay.	Warning followed by the rustication from the University for a specific period. i. Suspension from the hostel for two months. ii. Expulsion from the hostel for three months.
11.	Non payment of Mess / Hostel dues beyond due date.	

12.	Manhandling / Physical assault on anyone in the hostel premises.	i. Institution of an enquiry. ii. Suspension from hostel pending in case of prime facie guilty. iii. Disciplinary action after completion of enquiry.
13.	Misbehavior with staff members charged with the duty to check identity card and entry etc.	
14.	Removing furniture or hostel property.	
15.	Moral turpitude.	Expulsion from the hostel.
16.	Abuse of drugs / indulgence in intoxicants.	
17.	Keeping firearms Knives, contraband material, etc.	
18.	Ragging in any form inside or outside the hostel.	Students found indulging in ragging shall be summarily expelled from the Institute.

19. In case of reports of indiscipline / misconduct other than those specified above the matter shall be considered by a committee appointed by the Director.

MEASURES TO BE TAKEN FOR PREVENTION OF RAGGING IN THE HOSTEL

1. The Registrar/ Dean/Head of Division/Course Coordinator shall write before the start of the new session to the parents/guardians of the students in senior classes informing them of the possible consequences of ragging and requesting them to instruct their wards against getting involved in ragging.
2. Telephone numbers of Senior Faculty members/Administrative officers/Director will be given by the Registrar's office to every new entrants with the advice that he should report all incidents of ragging through these numbers even anonymously, if circumstances so warrant.
3. Squads consisting of warden/Dean/Head of Division/Course Coordinator /Faculty members/Registrar including senior students and security staff will do regular patrolling throughout the night at least for first month of the opening of the term.
4. All new entrants shall be attached in small groups with senior Faculty members who shall help in the process of adjustment of students to the new environment and serve as an academic and personal tutor.