



Organization wide awareness and undertakings on policies with zero tolerance

(a) Prohibition of Ragging in Educational Institutions Act 26, 1997 and Disciplinary Act:

Salient Features:

- Prohibition of Ragging within or outside educational institution.
- Without permission no entry is allowed within college and hostel premises.
- It is compulsory for all students to carry identity cards and need to show on demand.
- Girl students must be available in hostel rooms by 7 pm and boys by 9 pm.
- The Hostel Wardens can inspect the rooms at any time.
- Before leaving the hostel, it is necessary for a student to submit declaration from parents to warden.

(b) Detention of students from Internal and External Examinations:

Salient Features:

- Students Attendance in the classes must be maintained above 75% for internal examinations Mid Term Test (MTT-1 and MTT-2) separately.
- Student detained in both internal examinations MTT-1 and MTT-2 are debarred from external examinations conducted by RTU.

(c) Reporting of Teaching and Non-teaching staff members:

Salient Features:

- Every teaching and non-teaching staff members after joining the college must submit Police Verification within one month of joining.
- Every teaching and non-teaching staff members must do biometric attendance.

(d) Grievance submission and redressal:

Salient Features:

- Grievance Form submitted to the concerned section incharge in writing as per format.
- Action taken report must be submitted within stipulated time for the closure of grievance.
- Information about action taken must be communicated to the individual within stipulated time.

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JAI PUR ENGINEERING COLLEGE
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(e) Faculty Appraisal:

Salient Features:

- Office Superintendent maintains Academic Performance Indicators (API) files of every faculty member.
- Faculty members have to submit his/her Appraisal Form atleast 15 days prior to the date of increment.
- Faculty Appraisal Form carries weightage of 200 score points focusing on teaching and learning, research, innovation along with career advancements with respect to various activities.
- Faculty members must have atleast 50% score points to get annual appraisals.

PRINCIPAL

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