



# SRM DENTAL COLLEGE

(ISO 9001: 2008 Certified Institution)

Bharathi Salai, Ramapuram, Chennai – 600 089.

## SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Under Section 3 of UGC Act 1956)

Phone: 044 – 22490526, Fax: 044 – 22492429 E-Mail: [r.dntl.dean@srmcampus.org](mailto:r.dntl.dean@srmcampus.org)

### INTERNAL COMPLAINTS COMMITTEE

This Committee is meant for receiving complaints, monitoring and ensuring the complaints reach the appropriate committee for addressal. The committee also monitors the ongoing complaints, and ensure a safe way of handling the grievances. This committee has been implemented in the Institution for the students, teachers, administrators, non-teaching staff and other stakeholders of the institution. The Committee meets twice in a year i.e. in the month of July and December. The following are the members of the Committee.

1. **Dr. Ravi K**, Dean and HOD, Orthodontics
2. **Dr. K. Rajkumar**, Dean of Academics
3. **Dr. Muthukumar**, HOD, Prosthodontics
4. **Dr. Kavitha**, Professor, Endodontics
5. **Mrs. Priya**, Asst Manager, Office
6. **Ms. Thamarai**, Receptionist, Periodontics
7. **Varun Udhaya Kumar**, Student, Dental
8. **Dhanesh**, Student, Dental
9. **Saloni Swaika**, Student, Dental
10. **Mrs. Jayati Swaika**, Parent
11. **Dr. P. Udhaya Kumar**, Parent
12. **Mr. Neelakandan**, Parent
13. **Mrs. B. Saraswati**, Senior lawyer, Advocate, High Court

The committee monitors the functioning of the following committees concerned with matters of discipline, ethics, and codes of conduct and ensures the appropriate complaint is forwarded to the appropriate committee, and they are as follows:

- (i) **Disciplinary Committee (For staff & students)**
- (ii) **Grievance Redressal Committee (For staff & students)**
- (iii) **Code of Conduct Committee (For staff & students)**



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### (iv) Anti-ragging Committee (For staff & students)

The Committee comprises of the following members:

<b>Head of the committee</b>		
Dr. Ravi K Dean and HOD, Orthodontics	9940036014	<a href="mailto:dean.dental.rmp@srmist.edu.in">dean.dental.rmp@srmist.edu.in</a>
Dr. K. Rajkumar Dean of Academics	9500058376	<a href="mailto:vp.dental.rmp@srm.edu.in">vp.dental.rmp@srm.edu.in</a>
<b>Convenors</b>		
Dr. Muthukumar HOD, Prosthodontics	9444173227	<a href="mailto:muthukub@srmist.edu.in">muthukub@srmist.edu.in</a>
Dr. Kavitha Professor, Endodontics	9940048022	<a href="mailto:srmrpm.elearn@srmist.edu.in">srmrpm.elearn@srmist.edu.in</a>
<b>Members</b>		
Mrs. Priya Asst. Manager, Office	9952325952	<a href="mailto:srmpriya1604@gmail.com">srmpriya1604@gmail.com</a>
Ms. Thamarai Receptionist, Periodontics	7904585505	<a href="mailto:thamarai298@gmail.com">thamarai298@gmail.com</a>
Varun Udhaya Kumar Student, Dental	9704028968	<a href="mailto:vu7900@srmist.edu.in">vu7900@srmist.edu.in</a>
Dhanesh Student, Dental	8489598145	<a href="mailto:dhanesh@srmist.edu.in">dhanesh@srmist.edu.in</a>
Saloni Swaika Intern, Dental	9990590909	<a href="mailto:saloniswaika@gmail.com">saloniswaika@gmail.com</a>
Mrs. Jayati Swaika Parent	9312506389	<a href="mailto:jayatiswaika72@gmail.com">jayatiswaika72@gmail.com</a>
Dr. P. Udhaya Kumar Parent	9391011210	<a href="mailto:udhayadent9@gmail.com">udhayadent9@gmail.com</a>
Mr. Neelakandan Parent	9965281662	<a href="mailto:neelakandan@gmail.com">neelakandan@gmail.com</a>
Mrs. B Saraswati Senior Lawyer, Advocate, High Court	9381041483	<a href="mailto:saraswati_add@yahoo.com">saraswati_add@yahoo.com</a>



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### MONITORING COMMITTEE

This Committee is meant for monitoring the Code of Conduct implemented in the Institution for the students, teachers, administrators, non-teaching staff and other stakeholders of the institution. It ensures the organisation of different programs on ethics, values, culture and other important areas for the betterment of the society. The Committee meets twice in a year i.e. in the month of July and December. The following are the members of the Committee.

1. **Dr. Ravi K**, Dean and HOD, Orthodontics
2. **Dr. K Rajkumar**, Dean of Academics
3. **Dr. Kavitha**, Professor, Endodontics
4. **Dr. Vidhya**, Professor, Endodontics
5. **Dr. Priyanka Cholan**, Reader, Periodontics
6. **Dr. Lakshmi**, Senior Lecturer, Periodontics
7. **Dr. Shreya Kishore**, Senior Lecturer, Orthodontics
8. **Dr. Rasiga Gandhi**, Senior Lecturer, Orthodontics
9. **Dr. Monisha Khatri**, Senior Lecturer, Endodontics
10. **Dr. Srujana Hemmanur**, Senior Lecturer, Endodontics
11. **Dr. Prem K**, Senior Lecturer, Endodontics
12. **Dr. Rohit M**, Senior Lecturer, Prosthodontics

#### About Monitoring Committee:

Institution has a prescribed code of conduct for staff and students which is printed in the College Handbook and is also displayed on the college website. The management believes that to guide and equip staff and students in moral and ethical values are a primary responsibility. To discharge this responsibility, it conducts awareness programmes so that students and staff are enabled to carry out their duties and responsibilities by adhering to the rules and regulations and prescribed code of conduct. A Monitoring Committee is constituted by the IQAC to monitor the adherence of the code of conduct.

#### Objectives of the Committee are to:

- monitor the adherence of the code of conduct



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- organize programmes on professional ethics for staff and students.
- organize awareness programmes on code of conduct for staff and students.
- implement the annual awareness programme on code of conduct

### Functions / Strategies:

1. The committee monitors the implementation of the annual awareness action plans made by the IQAC to drive home the code of conduct through awareness programmes, motivational sessions and guest lectures for staff and students.
2. Roles and responsibilities are assigned to student representatives, faculty coordinators of different committees/cells, HoDs, Deans , Director of Student Affairs, Controller of Examinations and Vice-Principal to schedule and implement the plan of action on code of conduct.
3. The committee monitors the functioning of all committees concerned with matters of discipline, ethics, and codes of conduct.
4. The committee maintains reports with supporting documents of the programmes organized
5. The committee meets once in every semester and records the minutes of the meetings.



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The Monitoring committee comprises of the following members:

S No.	Composition	Status
1.	Dr. Ravi K	Head of the committee
2.	Dr. K. Rajkumar	Head of the committee
3.	Dr. Kavitha	Convenor
4.	Dr. Vidhya	Convenor
5.	Dr. Priyanka Cholan	Convenor
6.	Dr. Lakshmi	Member
7.	Dr. Shreya Kishore	Member
8.	Dr. Rasiga Gandhi	Member
9.	Dr. Monisha Khatri	Member
10.	Dr. Srujana Hemmanur	Member
11.	Dr. Prem kumar	Member
12.	Dr. Rohit Sundaram	Member



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### DISCIPLINARY COMMITTEE OF SRM DENTAL COLLEGE, RAMAPURAM

The following committee was formulated for student discipline related issues (*enquiry & recommendations*) at SRM Dental College, Ramapuram for unspecified period, until or unless any changes in the committee are notified.

#### Head of the committee

Dr. Ravi K MDS Dean and HOD, Orthodontics	9940036014	<a href="mailto:dean.dental.rmp@srmist.edu.in">dean.dental.rmp@srmist.edu.in</a>
Dr. K. Rajkumar MDS Dean of Academics	9500058376	<a href="mailto:vp.dental.rmp@srm.edu.in">vp.dental.rmp@srm.edu.in</a>

#### Convener:

Dr.B.Muthukumar. MDS Prof & HOD, Prosthodontics	9444173227	<a href="mailto:muthukub@srmist.edu.in">muthukub@srmist.edu.in</a>
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#### Members in charge of boy students:

Dr.R.Venkat. MDS PhD Professor, Prosthodontics	9841103588	<a href="mailto:venkatr@srmist.edu.in">venkatr@srmist.edu.in</a>
Dr.Ravikumar MDS Reader, Prosthodontics	9444125488	<a href="mailto:ravikumn@srmist.edu.in">ravikumn@srmist.edu.in</a>

#### Members in charge of girl students:

Dr.SC Ahila Professor, Prosthodontics	9443607653	<a href="mailto:ahilac@srmist.edu.in">ahilac@srmist.edu.in</a>
Dr.Shreya Kishore Senior Lecturer	9940163652	<a href="mailto:shreyak@srmist.edu.in">shreyak@srmist.edu.in</a>

Dean

SRM Dental College, Ramapuram



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The Disciplinary committee comprises of the following members:

S No.	Composition	Status
1.	Dr. Ravi K	Head of the committee
2.	Dr. K. Rajkumar	Head of the committee
3.	Dr. Kavitha	Convenor
4.	Dr. Vidhya	Convenor
5.	Dr. Priyanka Cholan	Convenor
6.	Dr. Lakshmi	Member
7.	Dr. Shreya Kishore	Member
8.	Dr. Rasiga Gandhi	Member
9.	Dr. Monisha Khatri	Member
10.	Dr. Srujana Hemmanur	Member
11.	Dr. Prem kumar	Member
12.	Dr. Rohit Sundaram	Member





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### GRIEVANCE REDRESSAL COMMITTEE OF SRM DENTAL COLLEGE, RAMAPURAM

The following committee is formulated, for student discipline related issues (*enquiry & recommendations*) at SRM Dental College, Ramapuram for unspecified period, until or unless any changes in the committee are notified.

#### Head of the committee

Dr. Ravi K MDS 9940036014 [dean.dental.rmp@srmist.edu.in](mailto:dean.dental.rmp@srmist.edu.in)  
Dean and HOD, Orthodontics

Dr. K. Rajkumar MDS 9500058376 [vp.dental.rmp@srm.edu.in](mailto:vp.dental.rmp@srm.edu.in)  
Dean of Academics

#### Convenor:

Dr. Kavitha, MDS 9940048022 [srmrpm.elearn@srmist.edu.in](mailto:srmrpm.elearn@srmist.edu.in)  
Professor, Endodontics

Dr. Priyanka Cholan, MDS 9840771507 [priyankk1@srmist.edu.in](mailto:priyankk1@srmist.edu.in)  
Reader, Periodontics

#### Members in charge

Dr. Lakshmi, MDS 9884690298 [lakshmir3@srmist.edu.in](mailto:lakshmir3@srmist.edu.in)  
Senior Lecturer, Periodontics

Dr. Shreya Kishore, MDS 9940163652 [shreyak@srmist.edu.in](mailto:shreyak@srmist.edu.in)  
Senior Lecturer, Orthodontics

Dr. Rasiga Gandhi, MDS 9092874219 [rasigag@srmist.edu.in](mailto:rasigag@srmist.edu.in)  
Senior Lecturer, Orthodontics

Dr. Monisha Khatri, MDS 9940453084 [monishak@srmist.edu.in](mailto:monishak@srmist.edu.in)  
Senior Lecturer, Endodontics

Dr. Srujana Hemmanur, MDS 9637357042 [srujanah@srmist.edu.in](mailto:srujanah@srmist.edu.in)  
Senior Lecturer, Endodontics

Dr. Rohit Sundaram, MDS 9677254785 [rohitm@srmist.edu.in](mailto:rohitm@srmist.edu.in)  
Senior Lecturer, Prosthodontics

Dr. Prem Kumar, MDS 7639333231 [premkumv@srmist.edu.in](mailto:premkumv@srmist.edu.in)  
Senior Lecturer, Endodontics

**Dean**  
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### GRIEVANCE REDRESSAL COMMITTEE

Grievance redress is a part and parcel of any administration. Grievance address and monitoring committee was formed in the year 2014 in SRM Dental College to bring in an environment so that students feel free to communicate regarding the problems they encounter in college and in the hostel.

The committee is headed by Dr. Ravi, Dean, and Dr. Rajkumar, Dean of Academics along with the coordinators of other department faculties namely Dr Kavitha Sanjeev, Professor, Dept of Conservative dentistry and Endodontics; Dr Priyanka, Reader, Dept of Periodontics; Dr. Lakshmi, Senior Lecturer, Dept of Periodontics; Dr. Shreya Kishore, Senior Lecturer, Dept of Orthodontics, Dr. Rasiga Gandhi, Senior lecturer, Dept of Orthodontics; Dr. Monisha Khatri, Senior Lecturer, Dept of Conservative dentistry and Endodontics; Dr. Srujana Hemmanur, Senior Lecturer, Dept of Conservative dentistry and Endodontics; Dr. Rohit Sundaram, Senior Lecturer, Dept of Prosthodontics; Dr. Prem kumar, Senior lecturer, Dept of Conservative dentistry and Endodontics.

The meeting is annually being held at the beginning of their course (I BDS) at the first week of every September.

One to one interaction by all the faculties is done so the students get acquainted.

The respective phone numbers and the email address are also given to the students so they can reach out easily.



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### CODE OF CONDUCT COMMITTEE OF SRM DENTAL COLLEGE, RAMAPURAM

The following committee is formulated, for student discipline related issues (*enquiry & recommendations*) at SRM Dental College, Ramapuram for unspecified period, until or unless any changes in the committee are notified.

#### Head of the committee

Dr. Ravi K MDS

Dean and HOD, Orthodontics

9940036014

[dean.dental.rmp@srmist.edu.in](mailto:dean.dental.rmp@srmist.edu.in)

Dr. K. Rajkumar MDS

Dean of Academics

9500058376

[vp.dental.rmp@srm.edu.in](mailto:vp.dental.rmp@srm.edu.in)

#### Convenor:

Dr. Kavitha, MDS

Professor, Endodontics

9940048022

[srmrpm.elearn@srmist.edu.in](mailto:srmrpm.elearn@srmist.edu.in)

Dr. Vidhya, MDS

Professor, Endodontics

9445563355

[vidhyas@srmist.edu.in](mailto:vidhyas@srmist.edu.in)

Dr. Priyanka Cholan, MDS

Reader, Periodontics

9840771507

[priyankk1@srmist.edu.in](mailto:priyankk1@srmist.edu.in)

#### Members in charge

Dr. Lakshmi, MDS

Senior Lecturer, Periodontics

9884690298

[lakshmir3@srmist.edu.in](mailto:lakshmir3@srmist.edu.in)

Dr. Shreya Kishore, MDS

Senior Lecturer, Orthodontics

9940163652

[shreyak@srmist.edu.in](mailto:shreyak@srmist.edu.in)

Dr. Rasiga Gandhi, MDS

Senior Lecturer, Orthodontics

9092874219

[rasigag@srmist.edu.in](mailto:rasigag@srmist.edu.in)

Dr. Monisha Khatri, MDS

Senior Lecturer, Endodontics

9940453084

[monishak@srmist.edu.in](mailto:monishak@srmist.edu.in)

Dr. Srujana Hemmanur, MDS

Senior Lecturer, Endodontics

9637357042

[srujanah@srmist.edu.in](mailto:srujanah@srmist.edu.in)

Dr. Rohit Sundaram, MDS

Senior Lecturer, Prosthodontics

9677254785

[rohitm@srmist.edu.in](mailto:rohitm@srmist.edu.in)

Dr. Prem Kumar, MDS

Senior Lecturer, Endodontics

7639333231

[premkumv@srmist.edu.in](mailto:premkumv@srmist.edu.in)

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The Code of conduct committee comprises of the following members:

S No.	Composition	Status
1.	Dr. Ravi K	Head of the committee
2.	Dr. K. Rajkumar	Head of the committee
3.	Dr. Kavitha	Convenor
4.	Dr. Vidhya	Convenor
5.	Dr. Priyanka Cholan	Convenor
6.	Dr. Lakshmi	Member
7.	Dr. Shreya Kishore	Member
8.	Dr. Rasiga Gandhi	Member
9.	Dr. Monisha Khatri	Member
10.	Dr. Srujana Hemmanur	Member
11.	Dr. Prem kumar	Member
12.	Dr. Rohit Sundaram	Member



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### CODE OF CONDUCT

The code of conduct committee has a bi-yearly meeting, every year, to update the codes, to address the issues. The committee has a meeting every year, with the fresh graduates, to inform them the various code of conduct that has to be abided in the campus, till the day of their graduation.

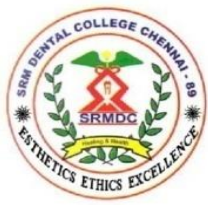
The do's and don'ts are mentioned below.

#### DO'S

- Be aware of this code of conduct, disciplinary rules, procedures, policies and processes.
- Be informed that any indiscipline or misconduct will be recorded in the Student ERP to trace the history by the Directorate of Student Affairs.
- Respect the wellness, privacy and safety of others and abstain from unwanted behavior thereby not supporting, participating and committing any violation of this Code.
- Visibly display SRMIST Student Identity Card when entering and exiting the campus 24/7 in all locations. Produce/hand-over the ID card when requested by the authorities.
- Follow proper, formal dress code.
- Visibly display vehicle pass on the vehicle.
- Compulsorily wear helmet and seat belt as appropriate.
- Follow and keep all rules regarding hostel, campus, academics and examinations.
- Co-operate and provide information at a disciplinary hearing.
- Acknowledge that the decision of SRMIST is final and binding.
- Understand and acknowledge that sanctions as deemed essential will be imposed on violating any of the disciplinary policy.
- It is a mandate to complete the sanctions (punishments) imposed by the University.

#### DON'TS

- Avoid dark tinted glass window vehicles, tampering of vehicle silencers, triples in bike, rash driving, non-use of helmets, speeding & vehicle stunts.
- Avoid indiscipline in areas such as the gym, food courts, shops & stores, transport areas, sports areas, etc.
- Avoid bringing passed-out students and/or outsiders inside the campus without proper permission.
- Avoid improper and informal dressing (shorts, exposing & transparent clothes etc.)
- Avoid roaming in the campus without ID card.
- Avoid misuse or tampering of ID cards.
- Avoid any complaint of misconduct outside the campus.



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- Avoid disgraceful public display of affection (indecent position/objectionable pose, etc.)
- Avoid damaging any campus property (eg- books, buildings, gadgets, fire extinguishers, elevators, plants, vehicles, etc).
- Avoid discourtesy and disrespect to any SRMIST official, faculty, staff or support services person of the campus.
- Avoid the use of abusive language, threatening or intimidating any person.
- Avoid causing an alarm through any expression or communication to anyone physically or by electronic or social media platforms.
- Avoid giving bribes, theft, forgery and gambling.
- Avoid groupism of any kind with a view to take law into one's own hands. Avoid arrogant behavior and arguments with any authority and staff.
- Avoid physical fight with other students or with any faculty / staff / security.
- **Avoid disobeying institutional orders alone or with others** (includes **instigating and/or participating**).
- Avoid shouting slogans and raising voice in a group or group complaints.
- Avoid possession or distribution of banned items such as – fire crackers, weapons, sharp objects, pornographic materials. Avoid possession / consumption / transportation/distribution of tobacco, gutka and similar banned substances.
- Avoid misconduct resulting in complaint. (e.g. -cheating with shopkeepers, teasing girls, stalking and/or sexually harassing the opposite gender in any way, creating nuisance in public areas, etc.).
- Avoid physical fights, at times serious ones leading to injury.
- Avoid coming to the campus, attending classes or driving in an inebriated state under the influence of alcohol and/or other drugs.
- Avoid forgery of signatures of authority/producing false documents/giving false information pertaining to academics and hostel.
- Avoid possessing, distributing, consuming and transporting alcohol and drugs/narcotics within and outside the campus. (Includes compelling/ threatening fellow students to bring the material inside campus).
- Avoid being charged for a criminal offence by the state/police by filing of FIR and subsequent arrest for possessing drugs / narcotics / alcohol / rioting / assault/unlawful assembly/theft/molestation /threatening/grievous hurt and any other offences considered as criminal in nature under the Indian Penal Code.
- Avoid dangerous habits which may adversely affect other students' behavior and safety (E.g., Influencing other students by making their private videos, blackmailing, involving or pressurizing for pornography, having connection with potential drug suppliers.)
- Avoid collecting money in any form or involving in any trading transactions (influencing parents during admission for better branches and confirming admission into this campus by taking money from them etc.).
- Avoid entering the campus when under suspension and/or facing disciplinary charges/ criminal offence.



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- Avoid utilizing SRMIST premises without the knowledge and consent of the concerned authority. Avoid exhibiting any notices or publicizing any event in any form in any part of the campus without proper approval.
- Avoid unauthorized use of SRMIST's name or its campus in any form of online media (email, blogs, websites, chats and social networking sites like whatsapp, instagram etc.) Avoid sharing / transfer of pictures, voice or video of any individual(s) on the SRMIST campus.
- Avoid any activity disrupting the law and order of SRMIST that needs police reporting and intervention.
- Avoid creating a statement about SRMIST without prior approval from the concerned authority and communicating any statement to a third party. Avoid spreading rumors about SRMIST and its functioning.
- Avoid any anti-institutional / national / communal or political voicing.
- Avoid interfering or giving false testimony or evidence at a disciplinary proceeding and avoid harassing or intimidating any participant in the disciplinary process.
- Avoid repetition of any misconduct.
- Avoid noncompliance/ non completion of any sanctions meted out earlier.
- Avoid ragging- a criminal offence which is prohibited in any form.





# SRM DENTAL COLLEGE

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Bharathi Salai, Ramapuram, Chennai – 600 089.

## SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Under Section 3 of UGC Act 1956)

Phone: 044 – 22490526, Fax: 044 – 22492429 E-Mail: [r.dntl.dean@srmcampus.org](mailto:r.dntl.dean@srmcampus.org)

### ANTI-RAGGING COMMITTEE OF SRM DENTAL COLLEGE, RAMAPURAM

The following committee is formulated, for student discipline related issues (*enquiry & recommendations*) at SRM Dental College, Ramapuram for unspecified period, until or unless any changes in the committee are notified.

#### Head of the committee

Dr. Ravi K MDS

Dean and HOD, Orthodontics

9940036014

[dean.dental.rmp@srmist.edu.in](mailto:dean.dental.rmp@srmist.edu.in)

Dr. K. Rajkumar MDS

Dean of Academics

9500058376

[vp.dental.rmp@srm.edu.in](mailto:vp.dental.rmp@srm.edu.in)

#### Nodal Officer

Dr. B. Muthukumar, MDS

Professor and HOD, Prosthodontics

9444173227

[muthukub@srmist.edu.in](mailto:muthukub@srmist.edu.in)

#### Convenor:

Dr. R Venkat, MDS PhD

Professor, Prosthodontics

9841103588

[venkatr@srmist.edu.in](mailto:venkatr@srmist.edu.in)

#### Members:

Dr. N Gopichander, MDS

Professor, Prosthodontics

9840749441

[gopichan@srmist.edu.in](mailto:gopichan@srmist.edu.in)

Dr. V Anitha, MDS

Professor, Prosthodontics

9840142949

[anithavi@srmist.edu.in](mailto:anithavi@srmist.edu.in)

Mrs. Priya

Asst. Manager, Office

9952325952

[srmpriya1604@gmail.com](mailto:srmpriya1604@gmail.com)

Ms. Thamarai

Receptionist, Periodontics

7904585505

[thamarai298@gmail.com](mailto:thamarai298@gmail.com)

Varun Udhaya Kumar

Student, Dental

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[vu7900@srmist.edu.in](mailto:vu7900@srmist.edu.in)

Dhanesh

Student, Dental

8489598145

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Saloni Swaika

Intern, Dental

9990590909

[saloniswaika@gmail.com](mailto:saloniswaika@gmail.com)

Mrs. Jayati Swaika

Parent

9312506389

[jayatiswaika72@gmail.com](mailto:jayatiswaika72@gmail.com)





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Dr. P. Udhaya Kumar  
Parent

9391011210

[udhayadent9@gmail.com](mailto:udhayadent9@gmail.com)

Mr. Neelakandan  
Parent

9965281662

[neelakandan@gmail.com](mailto:neelakandan@gmail.com)

Mrs. B Saraswati  
Senior Lawyer, Advocate, High Court

9381041483

[saraswati\\_add@yahoo.com](mailto:saraswati_add@yahoo.com)

**Dean**

**SRM Dental College, Ramapuram**



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The anti-ragging committee comprises of the following members:

S No.	Composition	Status
1.	Dr. Ravi K	Head of the committee
2.	Dr. K. Rajkumar	Head of the committee
3.	Dr. Muthukumar	Nodal officer
4.	Dr. Venkat	Convenor
5.	Dr. Gopichandar	Member
6.	Dr. V. Anitha	Member
7.	Mrs. Priya	Member
8.	Ms. Thamarai	Member
9.	Varun Udhaya Kumar	Member
10.	Dhanesh	Member
11.	Saloni Swaika	Member
12.	Mrs. Jayati Swaika	Member
13.	Dr. P. Udhaya Kumar	Member
14.	Mr. Neelakandan	Member
15.	Mrs. B Saraswati	Member



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### GOVERNMENT ORDER ON RAGGING

The Tamilnadu Government has passed an ACT No. 7 of 1997 in Legislative Assembly. The Extract of the above act is as follows.

#### Extract of Act No. 7 of 1997

##### 1. Prohibition of Ragging

The Prohibition of Ragging act of Tamil Nadu 1997 defines ragging as follows :

Display of noisy, disorderly conduct doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes –

a) teasing, abusing or playing practical jokes on, or causing hurt to such student or

b) asking the students to do any act or perform something which such student will not in the ordinary course willing to do.

Ragging within or outside any educational Institution is prohibited by this act.

##### 2. Penalty for Ragging.

Whoever directly or indirectly commits, participates in, abets or propagates “Ragging” within or outside any educational Institution, shall be punished with imprisonment for a term which may extend to two years and shall also be liable to a fine which may extend to ten thousand rupees.

##### 3. Dismissal of Students

Any student convicted on an offence under this section shall also be dismissed from the educational Institution and such student shall not be admitted in any other educational institution. The Hon’ble Supreme Court of India in its order dated 16.05.2007 in SLP(C) No.24292/2004 has given specific directions in this regard which is as follows.

“If any incidents of ragging comes to the notice of the authority the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the authority would expel him from the Institutions”.

##### 4. Suspension of student

Without prejudice to the foregoing provisions, whenever any student complains of ragging to the Head of an educational institution or to any other person responsible for management of the educational institution he/she shall enquire into the same immediately and if found true shall suspend the student, who has committed the offence, from the educational Institution.



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### FORMAT OF DECLARATION (To be given by the parent)

**From,**

.....  
.....  
.....  
.....  
.....

**To,**

**The Principal,**  
SRM Dental College,  
SRM University,  
Ramapuram, Chennai – 89.

Sir,

I hereby declare that I have read “ **THE ACT. No.7 of 1997 TAMIL NADU GOVERNMENT GAZATTE EXTRA – ORDINARY – THE TAMIL NADU PROBIHIBITION OF RAGGING ACT 1997**”. I am fully aware of the consequences and punishments that are stipulated in the above act and I undertake to make sure that my son / daughter .....  
Studying in SRM Dental College of SRM University will not indulge in any form of Ragging activity directly or indirectly within the campus or outside.

Yours Sincerely,



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### Anti – Ragging Squad :

The Anti – ragging committee of the college comprises of members as mentioned earlier.

Anti –ragging squad comprises one of the teaching staff from each department + Supervisor + Hostel Wardens (Floor wardens for each floor in boys and girl’s hostel, Deputy Chief Wardens, Hostel Manager and Senior Residential Wardens) +Transport In charge of College + Teaching staffs travelling by college buses.

Name and contact numbers of all members + Anti ragging squad members + Local nearby police station inspector number are displayed in all strategic locations. The names and contact numbers of committee members are also displayed in college calendar and also in the college website.

### Complaint Mechanism and Reprisal:

Students can make a complaint by any of the following mechanisms

- Complaint letter to be dropped in the specific Anti-ragging complaint boxes kept at various locations – hostels, mess, college.
- Complaint letter to be submitted to warden/anti-ragging squad member / committee member / manager / head of institution / HOD or staff incharge for first years in department.
- Telephone call to any of the antiragging squad members or to the committee members directly any time.

Complaints are received, registered, channeled, addressed and enquiries are conducted in a systematic manner. Complaints are received from students directly by committee members in person or through phone calls or from the complaint box. Individual year staff in charge and HOD’s will forward any complaints they receive to the Anti – Ragging Committee immediately. Upon receiving a complaint, the members under the directions of Dean and VP, formulate an enquiry committee and summon the complainant and the offender separately. A written complaint will be received from the complainant and the offender will be suspended from attending the college immediate effect until further enquiry and orders. An enquiry committee will be formulated comprising of 3 HODs/professors from various Institutions within the SRM Ramapuram Campus and based on the enquiry findings; depending on the severity of the offence following actions will be taken:

- a) Time – bound Suspension from the College and Hostel.
- b) Debarring from appearing in University Examinations for Specific Period.
- c) Expulsions from hostel for repeated offenders.
- d) Termination from course for severe repeated offence.
- e) Initiation of legal action through local police authorities if required.



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### **Awareness programs for Juniors and Senior Students**

Periodic awareness programs are conducted separately for juniors and seniors. A special awareness program is conducted during the College Induction Program for each new batch of students during commencement of course.

### **Undertaking from Students**

Undertaking are taken from all students – seniors and juniors individually regarding their awareness about the Ragging Menace, Anti – Ragging Act, Punishments, Committee members, etc.

### **Complaint box**

Complaint boxes are kept exclusively for ragging related complaints in College / Mess / Hostel floors. The box will checked daily by the Anti – Ragging Committee for any complaint letters.

**CCTV Cameras** are fixed at strategic locations in college premises

### **Weekly meetings of the anti-ragging committee**

Weekly meetings of the anti-ragging committee are held routinely. All issues are addressed every week.



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### ANTI-RAGGING DISCIPLINARY COMMITTEE

#### OF SRM DENTAL COLLEGE, RAMAPURAM

#### ANTIRAGGING COMMITTEE

<b>NODAL OFFICER</b>		
DR. B. MUTHUKUMAR, MDS PROFESSOR & HOD, PROSTHODONTICS	9444173227	<a href="mailto:muthukub@srmist.edu.in">muthukub@srmist.edu.in</a>
<b>CONVENOR</b>		
DR. R. VENKAT, MDS PROFESSOR, PROSTHODONTICS	9841103588	<a href="mailto:venkatr@srmist.edu.in">venkatr@srmist.edu.in</a>
<b>MEMBERS</b>		
DR. N. GOPICHANDER, MDS PROFESSOR, PROSTHODONTICS	9840749441	<a href="mailto:gopichand@srmist.edu.in">gopichand@srmist.edu.in</a>
DR. V. ANITHA, MDS PROFESSOR, PROSTHODONTICS	9840142949	<a href="mailto:anithavi@srmist.edu.in">anithavi@srmist.edu.in</a>
MRS. PRIYA ASST. MANAGER, OFFICE	9952325952	<a href="mailto:srmpriya1604@gmail.com">srmpriya1604@gmail.com</a>
MS. THAMARAI RECEPTIONIST, PERIODONTICS	7904585505	<a href="mailto:thamarai298@gmail.com">thamarai298@gmail.com</a>
VARUN UDHAYA KUMAR STUDENT, DENTAL	9704028968	<a href="mailto:vu7900@srmist.edu.in">vu7900@srmist.edu.in</a>





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SALONI SWAIKA INTERN, DENTAL	9990590909	<a href="mailto:saloniswaika@gmail.com">saloniswaika@gmail.com</a>
MRS. JAYATI SWAIKA PARENT	9312506389	<a href="mailto:jayatiswaika72@gmail.com">jayatiswaika72@gmail.com</a>
DR. P. UDHAYA KUMAR PARENT	9391011210	<a href="mailto:udhayadent9@gmail.com">udhayadent9@gmail.com</a>
MR. NEELAKANDAN PARENT	9965281662	<a href="mailto:neelakandan@gmail.com">neelakandan@gmail.com</a>
MRS. B SARASWATI SENIOR LAWYER, ADVOCATE, HIGH COURT	9381041483	<a href="mailto:saraswati_add@yahoo.com">saraswati_add@yahoo.com</a>
ADMIN OFFICE	8939631255	
<b>MEMBERS FROM LOCAL BODY (LAW ENFORCEMENT)</b>		
MR. GOVINDRAJ, INSPECTOR ROYALA NAGAR POLICE STATION, RAMAPURAM	9498104553	
MRS. KAVITHA, INSPECTOR ROYALA NAGAR POLICE STATION, RAMAPURAM	9884088005	



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Department of Prosthodontics  
SRM Dental College

5/7/22

### Anti-Ragging and Disciplinary Committee - weekly meeting report

From  
Dr.R.Venkat  
Convener, Anti-Ragging and Disciplinary Committee,  
SRM Dental College, Ramapuram, Chennai.

To  
The Dean,  
SRM Dental College, Ramapuram, Chennai.

Sir,  
Sub - Minutes of meeting and weekly report - Anti-Ragging and Disciplinary  
Committee meeting held on 5/7/22

I hereby submit the report of minutes of meeting of the anti-ragging and  
disciplinary committee meeting for the week -28<sup>th</sup> June to 4<sup>th</sup> July 2022.  
The meeting was held at Dean office, SRM Dental College at 10:30 AM -11 AM  
on 5/7/22. Attended by Dean, VP and Nodal officer and all members of Anti-Ragging  
and Disciplinary Committee. Following issues were discussed.

- 1) Complaints/issues reported by students No issues reported
- 2) Anti-Ragging Squad visit and report of any incidence of ragging  
No issues reported
- 3) Complaint received through phone No complaints reported
- 4) Any previous complaints + pending action to be taken  
No issues
- 5) Any instance/report of substance abuse by anyone No
- 6) Complaint box letters + and register entries  
No
- 7) Report of repeated latecomers to college  
Nil
- 8) Report of students using mobile phones in college premises  
Nil
- 9) Report of students not wearing ID cards/name badges in college premises  
Nil
- 10) Any other issues related to student discipline  
Nil

This is for your kind information and records

Anti-Ragging and Disciplinary Committee,  
SRM Dental College, Ramapuram, Chennai.

DEAN  
SRM DENTAL COLLEGE  
Bharathi Salai, Ramapuram,  
Chennai - 600 089.



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### ANTI RAGGING SQUAD

Anti-ragging squad comprises one of the teaching staff from each department + Supervisor + hostel wardens (floor wardens of each floor in boys and girls hostel, Deputy Chief Warden, Hostel Manager and Senior Residential Wardens) + Transport in charge of college + teaching staffs travelling by college buses.

#### (i) Teaching staff from each department

S.no	Department	Faculty name	Mobile number
1.	Conservative dentistry	Dr. Vijay	9884111167
2.	Prosthodontics	Dr. Peter John	9884444689
3.	Orthodontics	Dr. Sushil	9884273430
4.	Oral Surgery	Dr. Sasikala	9840495547
5.	Oral Medicine	Dr. Swathi	9677253102
6.	Pedodontics	Dr. Shankar	9884585808
7.	Public Health Dentistry	Dr. Raj Mohan	9840220881
8.	Oral Pathology	Dr. Dinesh Kumar	9884001177
9.	Periodontics	Dr. Ranjith	9894387778

#### (ii) All teaching faculty travelling by college bus

#### (iii) Non-teaching faculty

1. Mr. Sridhar – Supervisor, SRM Dental College – 7708175274
2. Chief security officer/ Campus supervisor
3. Transport Manager – Mr. Shaktivel – 9444056214
4. College canteen manager/supervisor

#### (iv) Boys hostel

1. Dr. J. Trophimus – Senior lecturer, Pedodontics – 9600164837
2. Mr. Mayilragavan – Manager – 9500064453
3. Mr. Maharajan – Residential warden – 8248725200
4. Mess manager/Supervisor

#### (v) Girls Hostel

1. Dr. Priyadarshini – Reader, Oral pathology – 9790961567
2. Residential warden – Mrs. Malathi – 8122167999
3. Manager/ Supervisor
4. Mess manager/ supervisor