



# Criterion-7: Institutional Values and Best Practices

## Key Indicator – 7.1: Institutional Values and Social Responsibilities

### Metric: 7.1.10

## Proctor Office Report

The Proctor's Office in University of Delhi is an office which work 24x7 throughout the year. The office sees that the University campus is violence-free and ensures discipline and peace among the university students.

The following activities were performed by the Proctor's Office which are mentioned below:

Activities
<b>Holi Committees</b> were constituted on 06.03.2019, 28.02.2020, 19.03.2021, 05.03.2022 & 28.02.2023 and Proctorial Board Meetings were held on 12.03.2019 at 03:00 PM, 26.02.2020 at 03:00 PM, 22.03.2021 at 03:00 PM, 11.03.2022 at 03:00 PM & 01.03.2023 at 03:00 PM with Delhi Police/Principals/Representatives of Colleges, Provosts/Wardens of Hostels and University Officials to discuss about the steps to be taken to curb any Hooliganism in the name of <b>Holi Festival</b> , to ensure the security of the students especially girls students in and near the University Campus and its Colleges. The Control Room was set-up for 07 days by Proctorial Board, DSW Members, and Police Staff for zero tolerance to hooliganism in the name of Holi festival. The Guidelines and Flex Boards/Hoardings in English & Hindi were pasted at different places in the University Campuses and also displayed on the website of the University.
<b>Antiragging Committees</b> were constituted on 16.07.2018, 18.07.2019, 18.11.2021, 21.10.2022 & 09.08.2023 and Anti-Ragging meetings were held on 13.07.2018, 12.07.2019, 18.11.2021, 21.10.2022 & 11.08.2023 at 03.00 p.m. with Delhi Police/Principals/Representatives of Colleges, Provosts/Wardens of Hostels and University Officials to discuss about the steps to be taken to avoid ragging. The Control Rooms were set-up at Proctor's Office for approx. 07 days by Proctorial Board, DSW Members and Police Staff for zero tolerance to ragging. The Flex Boards/Posters/Hoardings



<p>in English &amp; Hindi were pasted at different places in the University Campuses and also displayed on the website of the University. The Antiragging guidelines were sent to all Colleges/Departments/Hostels to curb the menace of ragging and instructions were given to download the UGC and Himmat App. Anti-Ragging week days also performed by the Proctorial board as per UGC instruction in the University Campus. Various Antiragging complaints were handled.</p>
<p>The Proctor's Office had completed the <b>elections of three student members to the Internal Complaints Committee (ICC) 2019 &amp; 2022</b> as per the guidelines in terms to Section 4 (1) (c) of the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.</p>
<p>The Proctor is Co-Chairperson of <b>Campus Development Committee</b> which was constituted by the Competent Authority on 05.06.2023, 15.05.2023 and 19.06.2023</p>
<p>The letter was issued by the Proctor's Office to the Lt. Governor, Government of India on 28.03.2023 through Deputy Commissioner (South), Transport Department, Government of Delhi regarding the <b>Supply of Electric bus service</b> in the North Campus, University of Delhi.</p>
<p><b>Advisory</b> was issued on 10.02.2020 to Colleges/Departments/Hostels to obtain '<b>Performance License</b>' (<a href="https://delhipolicelicensing.gov.in">https://delhipolicelicensing.gov.in</a>) from the competent authority for safety and security purposes.</p>
<p><b>Notices</b> were issued on 27.12.2019 and 22.04.2022 for prior <b>intimation/permission</b> from the Proctor's Office for <b>Gathering/Protest/ Demonstration</b> anywhere in the University.</p>
<p>The Proctor's Office ensured the smooth conducting of <b>DUSU Election 2023-24</b>. Further fair counting was also ensured by our office.</p>
<p><b>Advisory</b> was issued on 30.06.2022 regarding Defacement of Walls of University of Delhi. A meeting regarding <b>Defacement of Property</b>, University of Delhi during DUSU Election (2023-24) was held on 29/08/2023 at 04:00 PM in Room No. 5, Conference Centre, University of Delhi, Delhi-110007.</p>
<p>The Proctor's Office ensured the smooth conducting of <b>96<sup>th</sup>, 97<sup>th</sup>, 98<sup>th</sup> &amp; 99<sup>th</sup> Annual Convocation</b> of University of Delhi were held in the Multipurpose Hall, University Stadium.</p>
<p>The Proctor's Office ensured the smooth conducting of <b>64<sup>th</sup> &amp; 65<sup>th</sup> Annual Flower Show</b> of University of Delhi were held in the Gautam Buddha Centenary Garden, University of Delhi</p>
<p><b>Advisory</b> was issued on 23.09.2022 to the Colleges/Departments/ Hostels to counsel their students from time to time and explain to the students about the <b>importance of human life and its value</b>.</p>
<p><b>Advisory</b> was issued on 26.05.2022 to follow the <b>library timings</b> and produce their <b>ID cards</b> when required.</p>
<p><b>Advisories</b> were issued on <b>27.10.2022, 13.04.2023 and 17.11.2023</b> to the Colleges/Departments/Hostels for holding <b>programmes/events/fests</b> for safety and security.</p>



A <b>committee for safety of women</b> in University of Delhi was formed by the University on 08.05.2023 which has conducted several meetings to take appropriate steps.
<b>Advisory</b> was issued on 09.06.2022 to the Colleges/Departments/ Hostels to control <b>obscenity and drug abuse</b> in their campuses. Various letters have been issued to various colleges/departments/ hostels to ensure that the campus be Drug, Tobacco and Liquor free.
All the Principals/Heads and Wardens are requested to implement the <b>Nasha Mukh Bharat Abhiyan (NMBA)</b> and take regular rounds in their institution for surveillance to make it “Nasha Mukh”. From time to time Proctor’s Office has also counselled various students.
The Proctor’s Office in collaboration with NCWEB had arranged <b>Cyber Safety Awareness Campaign/Programmes</b> in 26 centers of the NCWEB.
<b>Road Safety Awareness Programme on Phygital Mode</b> was held on 14.04.2023 around 12:00 noon near the Vivekanand Statue, Arts Faculty, University of Delhi by Ministry of Road Transport and Highways with the help of Proctor’s Office.
Proctor being the Convenor of the Delhi University Programme Management Committee has been continuously involved in the <b>centenary celebrations</b> and ensure smooth functions when important dignitaries like Prime Minister, President, Vice-President, Home Minister, Education Minister of India etc. <b>Security passes</b> were also issued with the help of the Proctor’s Office.
The Proctor’s Office ensured the smooth conducting of <b>Centenary Run</b> organised by the University of Delhi held on 18th November 2022 at 8.00 am at University Sports Complex Ground, North Campus, Delhi.
The Proctor’s Office ensured the smooth conducting of mega event “ <b>CHANAKYA</b> ” Play organized by the University of Delhi held on 30.11.2022 at 05:00 PM at Rugby Stadium, University of Delhi.
The Proctor’s Office ensured the smooth conducting of <b>Magic Show</b> by renowned artist Sh. Samrat Shankar, Magician held on 3rd May, 2023 at 4:00 pm in the Multipurpose Hall, University Stadium Complex.
The Proctor’s Office ensured the smooth conducting of <b>Centenary Cricket Match</b> between the Vice Chancellor’s Team and the Alumni Team held on 12.05.2023 from 6:00 p.m. onwards at Rugby Stadium, University Sports Complex, University of Delhi, Delhi-110007.
<b>Advisory</b> was issued on 30.09.2022 to Colleges/Departments/Hostels to oversee and activate their internal grievance Redressal committees in their institutions.
<b>Advisory</b> was issued on 30.09.2022 to Colleges/Departments/Hostels to keep & maintain records of all outstation students to be contacted in any kind of emergency.
<b>Advisory</b> was issued on 27.12.2021 to maintain library timing from 08:00 am to 05:00 pm due to seeing COVID-19 (Omicron)



<b>Advisory</b> was issued on 12.03.2020 regarding advise to follow guidelines to reduce the risk of Coronavirus infection.
<b>Notice</b> was issued on 22.02.2022 regarding accommodation to the applicants on guest basis for two months.
The Proctor is the member of all the <b>Managing Committees</b> of all the hostels in the University. We have planned to make surprise round in various hostels.
The Proctor's Office continuously <b>alliance with the Police Department</b> , District Level Committee Meetings
The Proctor's Office has <b>saved video records</b> of Protests/Demonstration/ Rallies etc.
The Proctor's office has convened various meetings for CCTV Surveillance in the University Campuses.
Replied to the <b>RTIs and Lok Sabha Parliament Questions</b>
Enquiry Committees