

The West Bengal National University of Juridical Sciences Hostel (Discipline and Conduct) Rules, 2009

I. Preliminary

1. **Nomenclature, extent and commencement:** (1) These rules shall be called The West Bengal National University of Juridical Sciences Hostel (Discipline and Conduct) Rules, 2008

(2) They shall apply to all students residing in the hostels situated within the campus of the WBNUJS as on the date of commencement of these rules.

(3) These rules shall come into force from 1.6.2009

2. **Definitions:**

(a) '*Disciplinary Committee*' means the body elected by students for the purposes of dealing with matters regarding the hostels.

(b) '*Grounding*' means to be restricted from going out of the university premises between 6 pm of the day of grounding and 5:00am of the following day.

(c) '*Hostel*' means the halls of residence for students situated within the campus of the WBNUJS and includes all areas within the gates of such halls of residence.

(d) '*Night Out*' means staying out of the hostel of the WBNUJS overnight with the authorization prescribed from the relevant authorities.

(e) '*Student*' means any registered student of the WBNUJS.

(f) '*University*' means the West Bengal National University of Juridical Sciences.

II. Authorities

3 **Authorities exercising jurisdiction on matters pertaining to hostel discipline and conduct:**

- (1) The Disciplinary Committee has the primary responsibility of ensuring discipline and proper conduct in the hostels. It is competent to exercise powers as prescribed in these rules.

Explanation: The Disciplinary Committee shall not have any jurisdiction with regard to any matter concerning post graduate students.

- (2) The Wardens appointed by the University are competent to deal with all matters pertaining to discipline and conduct of the hostels, of which they have been appointed as Wardens. They are empowered to exercise powers as prescribed in these rules and other relevant rules of the university. The wardens are competent to deal with the above said matters and exercise the above said powers with regard to all students including the post graduate students.
- (3) The Warden-in-Charge appointed by the university is competent to exercise powers as prescribed in these rules and other rules and regulations of the university, with regard to all students and hostels.
- (4) The Registrar of the University is the Chief Warden of the hostels. The Chief Warden is the highest amongst the authorities mentioned in sub rules (1) and (2) above. Of the authorities mentioned in these rules, the chief warden has the final say in all matters pertaining to discipline and conduct of the hostels.

4. Procedure & eligibility for Disciplinary Committee meetings –(1) The Disciplinary Committee shall meet fortnightly except in the cases where there are special reasons for not doing so.

(2) All decisions of the Disciplinary Committee are to be reached by a formal vote, and are to be duly recorded.

(3) Every proceeding or decision of the committee shall be maintained in writing, and may be examined by any resident of the Hostels with permission of the Convener or Co-convener.

(4) If a breach of Hostel Rules is brought to the notice of the DC, the Convener shall, after a preliminary investigation by the concerned DC members,

- (a) Hold a meeting of the entire Committee if the breach concerns both the Hostels.
- (b) Hold a meeting of the DC members of the concerned Hostel, if the breach concerns only one of the Hostels.

This procedure however, may be avoided for those offences which require immediate action to be taken.

(5) If the commission of the breach is in dispute, the affected persons shall be called and heard individually in the presence of all the DC members available.

(6) Any final decision on such dispute has to be reached only through consensus, or a vote if such consensus is lacking.

(7) The minimum strength of the DC for the purposes of a vote has to be half of the total number of the DC members.

(8) No student who has been guilty of any major offence or has been suspended from the hostel for a semester or more shall be eligible to stand for membership of the Disciplinary Committee.

5. Periodic Reports- (1) The disciplinary committee shall report to the Wardens of the hostels at regular intervals and keep them apprised of events, violation of rules and action taken with regard to matters within their jurisdiction and otherwise.

(2) The Wardens shall, at regular intervals, report to the Warden-in-Charge and keep the Warden-in-Charge informed of matters pertaining to the hostels.

(3) The Warden-in-Charge shall keep the Chief Warden apprised of matters pertaining to the hostels.

6. Jurisdiction- (1) The Disciplinary Committee shall have jurisdiction over all minor offences as prescribed in these rules and is empowered to administer the punishments and penalties prescribed for the same.

(2) The Wardens and the Warden-in-Charge shall have jurisdiction over all major offences as prescribed in these rules and also over all cases of minor offences which they

have themselves taken cognizance of, or which have been referred to them by the Disciplinary Committee.

(3) The Chief Warden shall have jurisdiction with regard to all minor and major offences reported or referred to its office and those of which cognizance has been taken by the office of the Chief Warden itself.

III.Minor Offences

- 7. Violation of Hostel Timings-** (1) Any student, who fails to enter the hostel premises within the prescribed hostel timings, has committed an offence under this rule.

Provided, that no student who has been authorized by the Wardens or any authority superior to them, on application, to enter the hostel premises after the prescribed timings shall be considered to have committed an offence under this rule, if the said student enters the hostel premises within the time authorized in the application.

- 8. Punishment for violation of hostel timings-** (1) Any student who enters the hostel premises after 11:00 pm but before 11:45 pm of the same day shall be grounded for a period of one day.

(2) Any student who enters the hostel premises after 11:45 pm but before 12:45 am (of the following day) shall be grounded for a period of 3 days.

(3) Any student who enters the hostel premises after 12:45 am but before 5:00am of the same day shall be grounded for a period of 5 days.

(4) Any student who has been authorized under the proviso to rule 7 and who fails to return within the authorized time in the application shall be grounded for a period of 5 days.

(5) Any student who commits an offence under rule 7 for the second time shall be grounded for a period which is double the period prescribed in the relevant sub rule.

(6) Any student who persistently commits an offence under rule 7 shall be punished with grounding for a prolonged period which may extend to suspension from the hostels for a period of one semester.

9. Absenteeism- Any student who fails to enter the hostel premises before 5:00 am of the following day, without the prescribed authorization for a night-out, has committed the offence of absenteeism.

10. Punishment for Absenteeism- Any student who has committed the offence of absenteeism shall be punishable with grounding for a period 7 days along with cancellation of night outs for the next 30 days.

11. Misbehaviour- Any student who misbehaves with fellow students, other residents of the hostel or with any person working in the hostels including the security staff, mess staff, cleaners and others, shall be punished with seven days of grounding along with a fine of Rs. 1000 (rupees one thousand only).

12. Nuisance- Any student who causes nuisance to other residents of the hostel in any manner shall be fined a sum of Rs. 500 (rupees five hundred only.)

Illustration

A student playing loud music, bursting fire crackers, behaving in an unruly manner or littering the hostel premises whereby causing difficulties to fellow residents, is said to be causing nuisance to them.

13. Changing of rooms without permission: Any student who shifts from the room allotted to him/her by the Wardens and occupies a different room in the hostels shall be punishable with grounding for 7 days and a fine of Rs. 1000 (rupees one thousand only) which may extend up to Rs. 3000 (rupees three thousand only).

- 14. Power of Pardon:** The Chief Warden may pardon any student guilty of violation of hostel timings or absenteeism if he is of the opinion that the student was guilty of such violation due to extraordinary circumstances which were unavoidable.

IV. Major offences

- 15. Consumption and possession of tobacco or alcohol-** (1) Any student found consuming alcohol or smoking tobacco or found to be in the possession of any of the two, within the university premises shall be punishable with grounding for 7 days and a fine which may extend up to Rs. 3000 (rupees three thousand only).

Explanation: If alcohol or cigars, cigarettes, beedis or any other substance which consists of tobacco in a form which can be smoked is found in the room of a student, then such student shall be deemed to be in possession of such substance.

(2) Any student, who has been punished once under sub rule (1) above, and found punishable under the same for a second time shall be punishable with grounding for 14days and a fine which may extend up to Rs. 7,000-(rupees seven thousand only.)

(3) Ant student who violates rule 1 for the third time or more shall be suspended with immediate effect pending enquiry and shall be liable to be expelled from the hostels.

- 16. Substance Abuse-** Any student found using substances, apart from tobacco and alcohol, which are known to have intoxicating effect, for any purpose other than medicinal ones, shall be punished with grounding for a period of 14 days along with a minimum fine of Rs. 5000 (rupees five thousand only) which may extend up to Rs. 10,000 (rupees ten thousand only).

Explanation: To prove the fact of medicinal purpose the concerned student shall produce relevant documentary and other evidence and shall present himself/herself for medical examination by the university doctor as and when required.

- 17. Consumption and possession of narcotic substances-** Any student found to be consuming any narcotic substance or being in possession of any such substance shall be suspended from the hostels pending enquiry and shall be liable to be expelled from the hostels. The matter shall also be reported to the guardians of the student and the concerned authorities under the relevant legislations governing such acts.

18. **Ragging-** Any student found to be engaging in the act of ragging shall be suspended with immediate effect pending enquiry and shall be punishable with suspension from the hostels for a minimum period of one semester and may extend up to expulsion from the hostels. In the case of a finding of guilt the guardians of the student shall be informed of the incident.
19. **Damage to university and hostel property:** Any student who causes damage to or destroys any property of the university in the hostel or any property of the hostels shall be liable to make good for the loss caused by such damage and shall be liable to be punished with grounding for a period extending up to 7 days or with suspension from the hostels for a period which may extend up to 6 months and which may be in addition to and subsequent to the punishment of grounding.
20. **Entering other hostels without permission-** (1) Any student, who is not a resident of the girl's hostel with the exception of female students, found to be entering the premises of the girls hostel without the permission of the Wardens shall be punished with grounding for a period of 7 days which may be extended up to a period of one month.
- (2) Any student, who is not a resident of the boy's hostel with the exception of male students, found to be entering the premises of the boy's hostel without the permission of the Wardens shall be punished with grounding for a period of 7 days.

Provided that sub rule (1) and (2) above shall not be applicable to the boy's hostel mess till 11:00pm everyday and other premises of the hostels which are declared to be common areas by the university authorities.

V. Search and Seizure

22. **Powers of search and seizure-** (1) The Chief Warden, the Warden-in-Charge and the Wardens have the right to search the rooms of any resident of the hostels and seize goods, materials and substances the possession of which are illegal or amount to an offence under the provisions of these rules. No prior intimation is required for such search and seizure.

Provided that in case of a search conducted in the boys hostel, a male member of the disciplinary committee or any male authority under these rules shall be present during the search and in cases of a search conducted in the girl's hostel a female member of the disciplinary committee or any female authority under these rules shall be present during the search.

(2) In case of any action of search and seizure by the disciplinary committee, the Wardens shall be informed of the same preferably, prior to the action, or in any case immediately after the action is taken.

23. Raids and Inspection by the disciplinary committee:

- (1) A raid may be conducted by at least two or more members of the DC with or without prior notification to the residents, but with prior permission from the warden.
- (2) For the purpose of effectiveness of raids, the DC has full discretion to check rooms at random and not necessarily uniformly.
- (3) Records of every raid shall be kept with a designated member of the DC.
- (4) During every raid a member of the General Body shall accompany the DC for the purpose of impartiality.
- (5) The DC reserves the right to enter a resident's room without his consent, provided he/she is present during the raid.
- (6) No person's room may be entered into by the DC during a raid if found locked or latched, or in the absence of the resident. If telephonic consent is granted, the DC may enter the room in the absence of a person sharing a neighboring room.
- (7) No DC member is authorized to conduct a raid on his/her own without proper authorization.

No DC member shall conduct or be party to a raid or search for any purpose outside the jurisdiction of the DC. If the contrary is reported or complained of, a show-cause shall be asked to be submitted by the concerned member

V. Miscellaneous

- 24. Allotment of rooms in hostels-** (1) All students of the first and second years shall be allotted double rooms unless.
- (2) All students of the third, fourth and fifth years shall be eligible for allotment of single rooms subject to the availability of rooms.
- (3) With regard to allotment of single rooms to the students mentioned in sub rule (2) above, the students of a higher year shall be considered before students of a lower year and as between students of the same year, preference would be given to students having a higher academic rank in the class.

Illustration

In the case of availability of single rooms, students of the fifth year would be allotted the rooms first. If there are single rooms available after such allotment then the students of the fourth year would be allotted such rooms. If there are 10 more single rooms available after the above mentioned allotments then the first ten rank holders of the third year students would be allotted those rooms in an ascending order of their ranks, whereby the first rank holder becomes eligible for a single room first and the tenth rank holder becoming eligible last.

25. **Visitors-** No unauthorized visitors shall be permitted inside the hostels. Visitors shall take permission from the respective Wardens.