



Zero Tolerance Policy

Approved by Governing Body of the University




REGISTRAR
ATLAS SKILLTECH UNIVERSITY

Table of Contents

INTRODUCTION	3
POLICY STATEMENT.....	3
ZERO TOLERANCE STATEMENT	3
MECHANISM FOR HANDLING THE CASES	4
Reporting Mechanism.....	4
Investigation & Resolution.....	4
Appeals and Review Process.....	5
STRATEGIES FOR ENHANCING AWARENESS ABOUT THE ZERO TOLERANCE POLICY.....	5
1. Orientation Programs	5
2. Workshops and Training Sessions.....	6
3. Sensitization through the Curriculum	6
4. Campaigns and Outreach Activities	6
5. Counseling and Support Services.....	6
7. Regular Policy Reviews and Feedback	7




REGISTRAR
ATLAS SKILLTECH UNIVERSITY

1	Name of Policy	Zero Tolerance Policy
2	Brief Description of the Policy	This policy outlines University's commitment to maintaining a respectful, safe, and ethical environment for all members of its community. This policy aims to ensure a fair and equitable experience by explicitly prohibiting certain behaviours and actions as per guidelines of the University Grants Commission.
3	Approved by	Governing Body of the University
4	References for the policy	<ol style="list-style-type: none"> 1. University Grant Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institution) Regulations dated 23rd July 2018 2. UGC (Promotion of Equity in Higher Education Institutions) Regulations, 2012 3. UGC Regulations on Curbing the Menace of Ragging in Higher Education Institution, 2009 4. University Grant Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institution) Regulations dated 2nd May 2016 5. First Academic Regulations of the University 2022 6. Code of Conduct adopted by the University 7. Code of Ethics adopted by the University 8. Handbook of Human Values and Professional Ethics




REGISTRAR
ATLAS SKILLTECH UNIVERSITY

POLICY DESCRIPTION

INTRODUCTION

ATLAS SkillTech University's Zero Tolerance Policy dictates the guidelines that addresses any behaviour that violates the university's values and community standards. It focuses on maintaining a safe, respectful, and inclusive environment by prohibiting actions such as academic misconduct, harassment, discrimination, substance abuse, and any form of violence or bullying.

Under this policy, any infringement is met with immediate and firm action, ensuring that all members of the university community adhere to ethical and professional standards. The policy not only sets clear expectations but also provides a framework for addressing grievances transparently and equitably. This commitment to a zero-tolerance approach reinforces ATLAS SkillTech University's dedication to fostering a culture of integrity, respect, and accountability.

POLICY STATEMENT

ZERO TOLERANCE STATEMENT

The University upholds a strict Zero Tolerance Policy towards any behaviour or action that compromises the safety, dignity, and ethical standards of our academic community. This policy applies to all students, faculty, staff, and visitors within the university and extends to all activities conducted under the university's name, both on and off-campus.

As per the guidelines of the University Grants Commission (UGC) and other reference documents quoted above, the university observes Zero Tolerance towards:

- *Academic Dishonesty*, including cheating, plagiarism, falsification of information, and other acts that undermine academic integrity.
- *Substance Abuse*, including the possession, distribution, or use of drugs, alcohol, or other illicit substances within the university premises or during university-related activities
- *Discrimination* including any unjust or prejudicial treatment of individuals based on race, ethnicity, gender, sexual orientation, disability, religion, age, or any other characteristic protected by law. This



A handwritten signature in green ink, likely of the Registrar, is written over the printed name.

REGISTRAR
ATLAS SKILLTECH UNIVERSITY

can manifest in various forms, including unequal opportunities, derogatory remarks, or exclusion from activities.

- **Ragging** in any form, ensuring that no student faces any physical, emotional, or psychological harm due to harassment, bullying, or intimidation.
- **Sexual Harassment** in all its manifestations, with firm measures to prevent and address any behaviour that violates the dignity of individuals

ATLAS SkillTech University is committed to enforcing these regulations with rigor and transparency. Violations of this policy will result in immediate investigation and strict disciplinary actions, which may include suspension, expulsion, or legal action, depending on the severity of the offense.

MECHANISM FOR HANDLING THE CASES

The comprehensive mechanism mentioned below ensures effective implementation, reporting, investigation, and redressal under its Zero Tolerance Policy. The mechanism is designed to maintain a safe, respectful, and academically sound environment on campus, covering incidents related to ragging, sexual harassment, substance abuse, and academic integrity.

Reporting Mechanism

Whistleblower Protection: The mechanism ensures that anyone reporting an incident in good faith is protected from retaliation, maintaining the confidentiality of their identity. The confidential reporting channels mentioned below to be offered for reporting the incident.

- **Online Grievance Portal:** A secure, user-friendly portal to be developed on website which may allow the anonymous or named reporting of incidents.
- **Designated Email:** Dedicated email address to be made available for immediate reporting of emergencies or violations
- **Contact details of members belonging to concerned committees:** The Contact details of members belonging concerned committees to be made available on the website

Investigation & Resolution

The incidences once reported can be identified and categorised as per the Zero Tolerance Policy of the University. Once categorised the same can be directed to the respective




REGISTRAR
ATLAS SKILLTECH UNIVERSITY

committee for further investigation and resolution. The scope of the committees established is mentioned below to help directing the relevant incidences to the respective committee.

- **Disciplinary Committee:** Responsible for handling the cases pertaining to breach of Code of Conduct including the Academic Dishonesty, Substance Abuse and Discrimination.
- **Anti-Ragging Squad & Committee:** Responsible for handling complaints related to ragging and ensures a safe and inclusive campus environment.
- **Internal Complaints Committee (ICC):** Responsible for handling cases of sexual harassment in accordance with the UGC guidelines and the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013

Appeals and Review Process

Both the complainant and the respondent shall have the right to appeal the committee's decision within a specified time frame as permitted by the policy guidelines of the respective committee.

STRATEGIES FOR ENHANCING AWARENESS ABOUT THE ZERO TOLERANCE POLICY

The University shall prioritize the proactive measures to educate and create awareness about its Zero Tolerance Policy to foster a safe, respectful, and ethical environment. These initiatives can help preventing incidents related to ragging, sexual harassment, substance abuse, and academic dishonesty while encouraging a culture of integrity and inclusivity.

Orientation Programs

- **New Student Orientation programs:** During the induction process, all new students to be introduced to the university's Zero Tolerance Policy, highlighting its key aspects, reporting mechanisms, and the consequences of violations.
- It is mandatory for all students to submit an undertaking to abide by the clauses of this policy
- **Faculty and Staff Orientation:** Regular sessions to be conducted for faculty and staff to ensure they are well-informed about the different aspects of the policy and their role in maintaining a safe campus environment.




REGISTRAR
ATLAS SKILLTECH UNIVERSITY

Workshops and Training Sessions

- **Anti-Ragging and Anti-Bullying Workshops:** Interactive workshops to be held at the start of each academic year to educate students on the harmful effects of ragging and bullying as mentioned in the Code of Conduct of the University.
- **Gender Sensitization:** Specialized sensitization programs to be organized to educate the university community on gender equity and respectful behavior.
- **Sexual Harassment at the Workplace (Prevention, Prohibition and Redressal Act, 2013) Act awareness:** Workshops for students, faculty members and staff members about the awareness of the Sexual Harassment at the Workplace (Prevention, Prohibition and Redressal Act, 2013) to be conducted.
- **Substance Abuse Prevention Programs:** Sessions on the risks of substance abuse in collaboration with the NGOs to be organized.
- **Academic Integrity Workshops:** Workshops on creating awareness about the Code of Conduct to be organised.

Sensitization through the Curriculum

By embedding key concepts of this policy within academic programs and learning activities, the university may ensure that students develop a deep understanding of issues such as ragging, sexual harassment, substance abuse, and academic dishonesty. The University may offer Core Courses, Elective Courses, MOOCs, Interdisciplinary Curriculum Integration, Co-Curricular and Extra-Curricular activities, Capstone Projects and Internships related to this domain.

Campaigns and Outreach Activities

- **Poster & Digital Flyers:** The posters for disseminating the important message from the Zero tolerance policy to be displayed at the prime and frequently visited places by the Students on the University campus.

Counseling and Support Services

- **Counseling and Wellness Programs:** Counselling services to be made available to support students facing challenges related to harassment, substance abuse, or academic stress. Workshops on mental health, stress management, and conflict resolution can also be conducted.




REGISTRAR
ATLAS SKILLTECH UNIVERSITY

Regular Policy Reviews and Feedback

- **Feedback Mechanisms:** Regular feedback from the relevant stakeholders to be gathered for analysing the effectiveness of the policy and awareness programs
- **Policy Review & Amendment:** The policy to be regularly reviewed and amendment as and when needed with the approval from the Governing Body of the University.

The Zero Tolerance Policy represents the University's commitment for preparing responsible ethical leaders for the future. By instilling these values in every aspect of university life, the University ensures that its community is not only protected but also empowered to contribute positively to society.




REGISTRAR
ATLAS SKILLTECH UNIVERSITY