Ref. No. SC/ST/UGC Corres./Part-B/2016/3389

Dated: 07.06.2017

IMPORTANT/URGENT

The Directors of the Institutes
The Dean of Students
The Deans of Faculties
The Principal, MMV
The Principals of the Affiliated Colleges
The Heads of the Departments

BANARAS HINDU UNIVERSITY.

Subject: Prevention of caste based discrimination-reg.

Sir/Madam,

Please find enclosed herewith the letter no. F.1-7/2011(SCT) dated 15th May, 2017, of the Ms. Madhu Mehra, Under Secretary, UGC, New Delhi, on the subject cited above.

In this regard, as per directives/earlier letter dated 1st March, 2016 of the UGC, the SC/ST Cell of Banaras Hindu University has developed an link for online complaint lodging on external/internal webpage of the BHU website for prevention of caste based discrimination in Higher Educational Institutions.

You are, again requested to make wide publicity of this notification amongst the SC/ST students of your Institute/Faculty/Department.

Procedure for lodging online complaint:
Any SC/ST student who feels caste based discrimination by any persons, he/she may follow, the following instructions for lodging online complaint:

Open external webpage on BHU website→ SC/ST/OBC Cell →Online Complaint regarding Cast Discrimination → fill up information as required in the format

Or

Open internal webpage of BHU website → Central Office → Cells →SC/ST/OBC Cell → Click Online Complaint regarding Cast Discrimination → fill up information as required in the format

Or

Through direct link by clicking on URL
http://internet.bhu.ac.in/scstobc/complaint.php

Yours faithfully,

[Signature]

JOINT REGISTRAR &
LIAISON OFFICER, SC/ST CELL

Encl: As above

Varanasi-221005, U.P., INDIA
T:91-542-6701686
F:91-542-2369100
W: www.bhu.ac.in E: drscstocellbhu@gmail.com
F.1-7/2011(SCT)

The Registrar,
Banaras Hindu University
Varanasi,
PIN - 221 005.
Uttar Pradesh

Sub:- Prevention Caste Based Discrimination — reg.

Sir/Madam,

As you are aware the University Grants Commission is continuously monitoring the Prevention of Caste based discrimination in Higher Educational Institutions. Further, the University Grants Commission has issued letters dated 19.07.2011, 02.07.2013 and also D.O. letter dated 01.03.2016 and 05.09.2016 to request you to take the following action:

i. The Officials/faculty members should desist from any act of discrimination against SC/ST students on grounds of their social origin.

ii. The University/Institute/College may develop a page on their website for lodging such complaints of caste discrimination by SC/ST students and also place a complaint register in the Registrar/Principal office for the purpose. If any such incident comes to the notice of the authorities, action should be taken against the erring official/faculty members promptly.

iii. The university and colleges should ensure that no official/faculty members indulge in any kind of discrimination against any community or category of students.

iv. The University may constitute a Committee to look into the discriminating complaints received from the SCs/STs students/Teachers and non-teaching staff.

You are also requested to advise the officials/faculty members of your university/institute that they should be more sensitive while dealing with above such incidents of caste discrimination, and send Action Taken Report to UGC within 30 days in the prescribed format (enclosed) and also on the email: sctssection@gmail.com.

The above instructions may also be circulated to all the constituent and affiliated colleges of our university for follow-up action please.

Yours faithfully,

(Madhu Mehra)
Under Secretary
<table>
<thead>
<tr>
<th>Name of the University</th>
<th>Teaching Staff</th>
<th>Students</th>
<th>SC/ST/OBC</th>
<th>General</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action Taken Report of Universities/Institutions to Prevent Caste Based Discrimination (2016-17)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Table:

<table>
<thead>
<tr>
<th>Name of the University</th>
<th>Teaching Staff</th>
<th>Students</th>
<th>SC/ST/OBC</th>
<th>General</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action Taken Report of Universities/Institutions to Prevent Caste Based Discrimination (2016-17)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>