



SDG 3



3 GOOD HEALTH
AND WELL-BEING



**Ensure healthy
lives and promote
well-being for
all at all ages**

SDG3: SMU ROLE FOR GOOD HEALTH & WELL BEING

Good Health & Wellbeing of the Society is one of the priorities of SMU and its teaching Hospital Central Referral Hospital. Sikkim Manipal University is offering programs on Healthcare and Allied Medical Sciences since its inception. Students of Healthcare and Allied Medical Sciences has to compulsory undergo compulsory community posting at Urban Healthcare Centres, Rural Healthcare Centres, Government run Hospital & university's own Teaching Hospital.

The following are the initiatives that has been taken by SMU & its constitute unit for promoting Good Health & Well Being of Society:

a. Health camps:

Central Referral Hospital & Sikkim Manipal University has been conducting Health camps across the State and neighbouring state since its inception. These health camps are organised in coordination with various local organisations and local bodies like Panchayats, NGOs, PHCs, pvt companies etc.

In these health camps, CRH provides free consultation, free tests and free distribution of medicines to the patients coming to the camp.

Central Referral Hospital has conducted more than 86 camps in last 3 years and is benefitted by more than 6,137 patients.

Statistics

SI No	FY	No of camps in Sikkim	No of camps in other regions	OP nos	IP nos
1	2022-23	25	14	1417	200
2	2023-24	29	1	2970	96
3	2024-25	16	1	1333	121

Glimpse of Health Camps conducted:



b. Periodical Health Check-up:

CRH committed towards a healthier society extends free quality healthcare facility to orphanage centre and free periodical health check-up to the children of

1- Kalyan Ashram, Ranipool,

2- Drishya Child Care Centre, AHO Busty &

3- Mamtalaya, Association for Social Health in India (ASHI), Gangtok.

A thorough health check-up of children are done, including a series of required investigations and consultations like Dermatology, Dental, Ophthalmology etc. During the health check CRH provides free diet to students. Post Screening, they are released from hospital happy and healthy.

c. Health Awareness Camp

Sikkim Manipal College of Nursing conducts regular Health Awareness Camp across the state of Sikkim and sensitising locals about Personal hygiene and Prevention of household accidents, Non communicable diseases, Worm infestation & Substance Abuse, Ill effects of alcohol, Tuberculosis and its prevention.

The details of events conducted by Sikkim Manipal College of Nursing in last 5 years on health awareness camp are as follows :

Academic Year	No of Health Awareness Camp Conducted
2021-22	07
2022-23	08
2023-24	06
2024-25	09

Event Report Sample:

Health Camp and Mass Health Awareness : Organized by SMCON students in collaboration with HWC Rawtey Rumtek

On 7th November 2024, in collaboration with the Health and wellness Centre, Rawtey Rumtek, the students of 7th Semester B.Sc. Nursing & 1st and 2nd Year MSc. Nursing (Department of Community Health nursing) of Sikkim Manipal College of Nursing has organized **a health camp along with Mass health awareness on the topic Scrub Typhus** at Govt Primary School ground, Sazong, Timpem Rawtey Rumtek. Around 50 community people including the school staff attended the programme. Students provided health education on Scrub Typhus discussing about its risk factors, sign and symptoms, complications, and its preventive measures with the help of multiple attractive audio-visual aids which was followed by a short quiz session. A health check-up / screening was also done for the community people where blood pressure, BMI, random blood sugar test and estimation of haemoglobin was carried out and recorded and accordingly were advised for further management and follow up. The programme was remarked exceptional by the participants along with appreciation from the professors and tutors from SMCON, members of the School, staff from the HWC and ICDS.



Program: School Health Awareness Program (Group Project)

Date: 27.09.2024

Final Year B.Sc. Nursing students from Sikkim Manipal College of Nursing (SMCON) has organized a School Health Awareness Program on topic Nutritional diet and Anaemia and a Health camp was also conducted at Government Junior High School, Tumlabung, East sikkim. Around 50 students along with 10 teachers of Tumlabong GJHS attended the program. The program started with a welcome address by M.C followed by an educative role play on Importance of Nutritional Diet by the students of SMCON. Student has also provided health education on nutritional diet and anaemia discussing about its types, causes, disease process, sign and symptoms, diagnostic evaluation, prevention ,its management, and complications with help of multiple attractive audio-visual aids. Students also emphasized on National Anaemia Elimination Program (NAEP) which is an initiative by Government of India to

Sikkim Manipal University 5 SDG 3: Good Health & Well Being

eliminate Anaemia by the end of the year 2025, that is five years ahead of the global target and they also discuss about Nutrition Diet and its Importance. A quiz session was conducted to evaluate the knowledge of the students on the above-mentioned topics and a small token of appreciation was given to the students of GJHS who took part enthusiastically. lastly a health checkup was conducted for the students and teachers of TGJHS as a screening purpose for Blood pressure, BMI, Random blood sugar test and estimation of Hemoglobin was recorded and were recommended to visit the near-by hospital for further treatment accordingly. The program was remarked exceptional by the Headmaster Sir Mr. Arjun Gurung and he further informed the gathering about the significance of Nutritional Diet and why awareness about Anaemia is necessary in school and community. The program ended with positive feedback by the attendees of school and with a vote of thanks.



d. Activities by Different Student Clubs:

Sikkim Manipal University & its constituent unit has different student clubs who takes active part promoting Good Health & Well being by conducting various events and activities. In last 3 years different clubs has conducted 18 events promoting Health & wellbeing in the society were conducted by various clubs

Glimpse of events conducted



e. Access to mental health support for students and staffs :

Sikkim Manipal University has its own teaching hospital Central Referral Hospital where department of Psychiatry is one of the eminent departments and plays active support for mental health wellbeing of students and staffs.

SMU has appointed/selected as following list of experts as Counsellor to support good mental health and wellbeing of Students & staffs

SL No	Name of Counsellor	Gender	Qualification
1	Dr Sanjiba Dutta	Male	MBBS,MD

2	Dr. Geeta Soohinda	Female	DNB, Psychiatry
3	Dr. Harshavardhan Sampath	Male	DPM, DNB Psychiatry
4	Dr Anmol Pradhan	Male	MBBS,MD
5	Dr Samrat Singh Bhandari	Male	MBBS,MD
6	Ms. Shraddha Gurung	Female	M.Sc. in Counselling Psychology
7	Ms Sweta Bandana Tirkey	Female	M.Phil Clinical Psychology

In our technical campus i.e., Sikkim Manipal Institute of Technology: Any case where support to the students is required is reported to the Institute counselor and coordinator of the SHAYYAM (student support group) It works with Associate Director(Students Affair). It coordinates with student council, Gender Champions, Teacher Guardians, Chief Warden, Wardens and Floor Wardens. A faculty member if notices any case of stress or anxiety in student may report to HoD immediately. All the cases are forwarded to Professional Counselor through coordinator SHAYYAM.

A student may directly visit to the counsellor .

The Professional Counselor is available in the campus every Saturday. Though she is available online on other days. The information of her visit is disseminated to the

faculties and the students through different WhatsApp groups via Institute counselor, HoD, student council and Class representatives.

Similarly in Medical campus i.e., Sikkim Manipal Institute of Medical Sciences: A dedicated 24/7 helpline is active for mental health-related concerns. WhatsApp is used for confidential communication, scheduling appointments, and follow-ups. Case records (Confidential) are being maintained to document student progress and service utilization is maintained as hard copy.

Also recently SMU Launches Student Mental Health Booklet “FEEL.DEAL.HEAL.” and Inaugurated Psychiatry Department Extension of its teaching hospital

The details of reports are as:

Gangtok, June 25, 2025 — In a major initiative toward promoting mental wellness, Sikkim Manipal University (SMU), in collaboration with the Department of Psychiatry at Sikkim Manipal Institute of Medical Sciences (SMIMS), launched a comprehensive student mental health booklet titled “FEEL.DEAL.HEAL.” today.

The booklet aims to serve as a practical and accessible guide for students to understand, process, and manage common mental health challenges. It covers early signs of stress, anxiety, depression, and burnout, while offering coping strategies based on principles

of Mindfulness and Acceptance and Commitment Therapy (ACT). It also lists professional mental health resources available both on and off campus.

Co-authored by Dr. Harshavardhan and Dr. Geeta Soohinda, Associate Professors in the Department of Psychiatry, SMIMS, the booklet will be freely accessible to students, staff, and the general public through the official SMU website. Copies will also be distributed via campus wellness centers and academic departments.

The launch event was held at the SMIMS campus and was formally inaugurated by AVM (Dr.) Dilip Chandra Agarwal, VSM (Retd), Vice Chancellor of SMU. Addressing the gathering, Dr. Agarwal underlined the importance of emotional well-being in academic life: “At Sikkim Manipal University, we’ve always believed that real education goes beyond lectures and exams. It’s about developing resilience, empathy, and wisdom. The FEEL.DEAL.HEAL. guide is more than a resource—it’s a reminder that emotional well-being is as essential as academic success.” Pro Vice Chancellor Designate and Dean of SMIMS, Dr. Muralidhar V. Pai, echoed this sentiment, urging students to seek help without hesitation. “Seeking psychiatric help is a sign of strength, not weakness. This booklet is a heartfelt effort to walk with students on their mental health journey, offering strategies rooted in science to build resilience and stay connected to what truly matters.”

Prof. (Dr.) Sanjiba Dutta, Head of the Department of Psychiatry, highlighted the alignment of the initiative with University Grants Commission (UGC) directives on student mental health and the institute's role in supporting student well-being.

In her address, co-author Dr. Geeta Soohinda highlighted the need to promote a culture of holistic well-being. She also spoke on the key themes of the booklet, especially interpersonal issues and includes important helpline numbers for mental health support.

The event also saw participation from senior university officials including Registrar Prof. (Dr.) Karma Sonam Sherpa, SMIT Director Dr. G.L. Sharma, COO (CRH) Mr. Subhendu Prakash, and Deputy Medical Superintendent Dr. Mohonish N. Chettri. Undergraduate students contributed creative expressions in a poster competition on the theme “Strong Minds, Open Hearts, Connected Campus.”

Earlier in the day, the Vice Chancellor also inaugurated the newly extended wing of the Psychiatry Out-Patient Department (OPD) at SMIMS. Dr. Sanjiba Dutta noted that the expanded facility was designed to improve patient handling and maintain confidentiality, keeping pace with rising awareness and demand for mental health care. Importantly, Dr. Dutta also announced that the department is in the process of introducing Repetitive Transcranial Magnetic Stimulation (rTMS)—a non-invasive

treatment for psychiatric disorders. Once operational, SMIMS will be the first hospital in the entire Northeast region to offer this cutting-edge therapy.

These twin initiatives mark a substantial step in SMU's broader commitment to building a healthier, more compassionate academic environment, while simultaneously strengthening mental health infrastructure in the region

Glimpse of Event:



Link of the booklet: <https://smu.edu.in/admin/photo/8/announcement/90.pdf>

Similarly, Sikkim Manipal University also promotes mental health and wellbeing of staff by organising various awareness events & supports them during their hard times.

Sample report of recently conducted awareness event report are as follows:

1	TITLE OF EVENT:	Seminar on “ Mental Health Awareness ” 2025
2	ORGANIZED BY (DEPT/ (CLUB/BODY ETC):	CDOE, SMU
3	UNDER THE BANNER OF (DEPT./OFFICE/CELL ETC):	CDOE, SMU
4	COLLABORATION WITH:	NA
5	STUDENT EVENT: YES / NO	NO
6	EXTERNALLY FUNDED: YES / NO	NO
7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	NA
8	NATURE: INTERNAL PARTICIPANTS / EXTERNAL PARTICIPANTS / BOTH	INTERNAL
9	NO. OF PARTICIPANTS:	36
9A	INTERNAL:	YES
9B	EXTERNAL	NO
10	MODE: ONLINE / OFFLINE	OFFLINE
10A	IF ONLINE PROVIDE LINK	NA

11A	DATE FROM	23-06-25
11B	DATE TO:	23-06-25
12	COORDINATOR:	Mr. Vivek Pandey, CIQA Co-ordinator
13	ATTACH LIST OF PARTICIPANTS	YES

RESOURCE PERSON(S):

SL. NO.	NAME	AFFILIATION
1	Dr. Jyotika Sharma	Head, Department of Psychology, SMIT.

**BRIEF DESCRIPTION/REPORT WITH GEO-TAGGED PHOTOGRAPH OR
SCREEN SHOTS:**

A seminar on *Mental Health Awareness* was successfully conducted on 23rd June 2025 at 10:00 AM in the CDOE Conference Hall. The event aimed to promote awareness about mental well-being and encourage participants to overcome negative self-talk through mindfulness and positive practices.

The session was graced by the presence of Dr. Jyotika Sharma, Head of the Psychology Department, SMIT, who served as the keynote speaker. She was warmly welcomed with a traditional *khada* by Dr. Kushal Pokhrel, Deputy Director, CDOE.

The seminar witnessed enthusiastic participation from all faculty and staff members of CDOE, who showed a deep interest in the topic.

Dr. Sharma began the session by outlining the objectives, emphasizing the importance of mindfulness in both personal and professional settings. She elaborated on various types of mental health issues and highlighted the growing concern of critical suicidal thoughts among students and the general population. She encouraged attendees to adopt an empathetic approach rather than a sympathetic one, sharing real-life examples to stress the importance of understanding and compassion.

Key points covered during the seminar included:

- Definition of mental health as per WHO
- Differences between mental health and mental illness
- Types of mental health challenges
- Youth at risk: suicide and mortality rates
- Common disorders: anxiety, depression, and burnout
- The hidden nature of mental struggles
- Recognizing signs when help is needed
- Avoiding unhealthy coping strategies such as self-harm, isolation, impulsive shopping, and digital overload
- The importance of seeking support through helplines, podcasts, and professional help

Dr. Sharma also spoke about replacing negative thought patterns with positive affirmations. She concluded the session by inviting each participant to share a positive affirmation, creating an uplifting and interactive environment.

The seminar ended on a positive and therapeutic note, leaving a lasting impact on the attendees. Participants appreciated the initiative and requested Dr. Jyotika Sharma to conduct more such sessions in the future.









Date: 23/06/25

List of Attendees

Sl. No	Name	Designation	Signature
01	Tenzin Nyima Bhutia	Assistant Professor	
02	Sayanitani Ghosh	Asst. Prof / CC	
03	Dr. Poornima R. Vijaya	Asst. Prof / Political Sci.	
04	Padan Rai	" , PC	
05	Anbika Rai	Asst Prof / Sociology	
06	Shruti Sharma	Asst Prof Pol Science	
07	Anshu Chhetri	" English	
08	Lalim Mukhopadhyay	Asst. Prof. English	
09	Jayashri Basak	Asst. Prof. MCA	
10	Tsh. Gyenden	Asst Prof (Commerce)	
11	Devi P. Khan	Asst Prof (History)	
12	Dr. Kapil Tanwaj	Asst. Prof / PC	
13	Dr. Suresh Chandra	Asst. Prof / PC	
14	Dr. Anupam Pandey	Asst Prof / PC	
15	Ajay Kumar N	Asst. Prof / PC	
16	Shubham Jha	Asst. Prof / PC	
17	Pradeep Kumar	Asst. Prof / PC	
18	Himanshu Sharma	Assistant Professor, MCA	
19	Dr. Ujjayini	Assistant Professor, MCA	
20	Sudhi Chandra	Asst Prof. Pol. Sci.	
21	Anuska Chhetri	" " "	
22	Nilanjana Sinha	Asst Prof. English	
23	Arpan Gantam	" " MCA	
24	Ashwin Sen Roy	Technical Assistant	
25	Sanjeev Pradhan	Section Officer	
26	Ishwer Shrivastava	Asst. Director	

1	TITLE OF EVENT:	Awareness program on drug abuse, mental and social health, legal implications and values of relationships.
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):	Office of Associate Director (Student Affairs)
3	LOCATION	Seminar Hall
4	UNDER THE BANNER OF(DEPT./OFFICE/CELL ETC):	-
5	COLLABORATION WITH:	Gender Champions, SMIT Student Council
6	STUDENT EVENT: YES / NO	Yes
7	EXTERNALLY FUNDED: YES / NO	No
8	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	NA

9	NATURE: INTERNAL PARTICIPANTS / EXTERNAL PARTICIPANTS / BOTH	Internal
10	NO. OF PARTICIPANTS:	40
10A	INTERNAL:	40
10B	EXTERNAL	None
11	MODE: ONLINE / OFFLINE	Offline
11A	IF ONLINE PROVIDE LINK	NA
12A	DATE FROM	13 th June, 2025
12B	DATE TO:	13 th June, 2025
13	TEACHER COORDINATOR:	Col. DB Chettri, Head Admin

EVENT SUMMARY:

On the 13th of June 2025, Shri Arnab Ganguly, a Drug Enforcement Officer from the Central Bureau of Narcotics, Lucknow was invited by Sikkim Manipal Institute of Technology, to inculcate awareness on sensitive subjects like **drug abuse, mental and social health, legal implications and values of relationships.**

The officer has nearly 25 years of experience in law enforcement across several states and is an expert in the stringent NDPS Act 1985 which lays down the application of law with respect to the licit use and illicit abuse of Narcotic Drugs and Psychotropic substances.

During the course of the two hour(s) session, the staff and faculty of SMIT were educated about the finer points of substance abuse, some of the ways to detect and prevent trafficking and use, and remedial measures. In particular, the wardens of the hostels, the security staff at the institute gates (as also within the campus) were apprised of ways of flagging suspicious activities.

The interactive final session focused on known examples and case studies in such matters and dilemma faced by young individuals when confronted with mental and social issues.

The programme was held in a very congenial and informal environment with smooth interaction amongst the attendees. It concluded with a determination by all present, that they would first and foremost ensure that at the first visible signs of distress, the matter would be brought to the attention of the appropriate authority before it can escalate any further.

The officer also promised all help and 24x7 unlimited access and consultation on legal matters. The Director, Admin Head, Associate Director (Student Affairs), and staff and faculty members committed to being fully receptive to any student or individual undergoing mental, social or emotional issues.

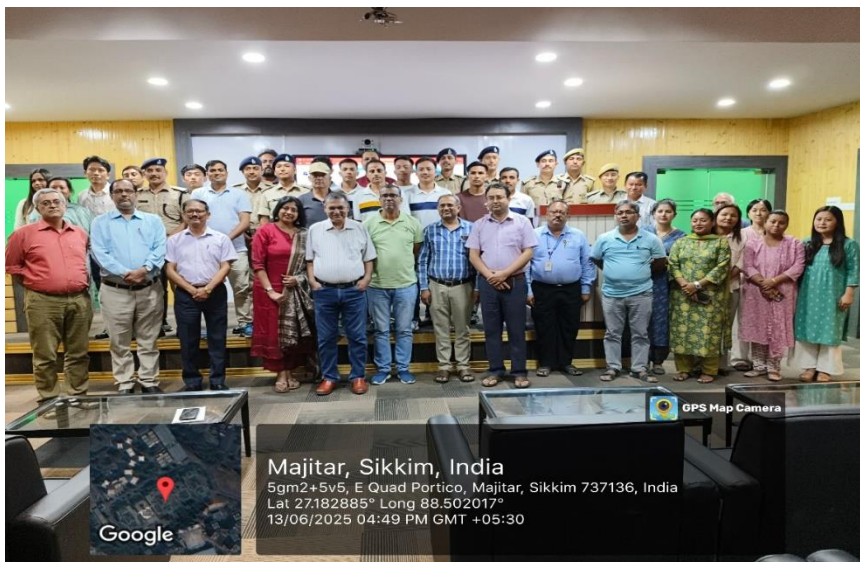
The programme was attended by Prof. (Dr) G. L Sharma - Director, SMIT, Prof. (Dr.) Pankaj Chettri, Associate Director (Student Affairs), Head Administration - Retd Col. D.B. Chettri, various head of the department and faculty with non teaching staffs.

RESOURCE PERSON

S.No	Name	Affiliations
1.	Shri Arnab Ganguly	Drug Enforcement Officer from the Central Bureau of Narcotics, Lucknow

GEO-TAGGED PHOTOGRAPH OR SCREENSHOTS:





MENSTRUAL HYGIENE AWARENESS

Program: Mass Health Awareness Programme on the topic Overall Women's Health including Breast and Cervical Cancer

Conducted By: Final Year B.Sc. Nursing

Date: 28.05.2025

The Final Year B.Sc. Nursing students of Sikkim Manipal College of Nursing (SMCON) organized a Mass Health Awareness Programme on the occasion of International Action Day of Women's Health, observed annually on 28th May since 1987. The event also marked the celebration of 50 Glorious Years of Sikkim Statehood.

The programme held at ICDS Majhi Gaon Colony, Rangpo, East Sikkim, focused on

promoting overall women's health, emphasising on breast and cervical cancer. It was attended by around 30 women along with their children from the Majhi Gaon. The event started with a welcome address by the Master of Ceremony, followed by an educative role play performed by the students to encourage women to prioritize their health. This was followed by an informative health education on important topics such as mental health, menstrual hygiene, reproductive health and disorders, and the significance of Breast Self-Examination (BSE). The students also emphasized the importance of nutrition in women's health, using engaging audio-visual aids to enhance understanding.

As part of the 50th Statehood Anniversary of Sikkim, the students integrated messages of state pride and community awareness. An interactive quiz session was conducted to assess the knowledge of the participants, and tokens of appreciation were awarded to those who participated actively. The programme received high praise from the Lady Health Visitor of PHC Rangpo, Anganwadi Workers (AWWs), and Assistant Professor Mrs. Pranita Sharma from SMCON, who highlighted the significance of sustained health education in the community. The event concluded with positive feedback from the attendees and a heartfelt vote of thanks

Group photo



SMU HEALTHCARE SUPPORT FOR BPL THROUGH ITS TEACHING HOSPITAL CENTRAL REFERRAL HOSPITAL

Central Referral Hospital (CRH) offers quality healthcare to different populace of the society. Central Referral Hospital provides different schemes for Below Poverty Line (BPL) population of Sikkim, These are:

a. Sikkim Manipal Swasthya Suraksha:

For people living below poverty line, an illness not only represents a permanent threat to their income earning capacity, in many cases it could result in the family falling into a debt trap. When the need to get the treatment arises for poor families they often ignore it because of lack of resources or wait till the last moment when it's too late. Even if

they do decide to get the desired health care it consumes their savings, forces them to sell their assets and property or cut other important spending like children's education. Alternatively, they have to take on huge debts. Ignoring the treatment may lead to unnecessary suffering and death while selling property or taking debts may end a family's hope of ever escaping poverty.

Understanding the importance of health schemes for the people of Sikkim and its neighbouring states, a comprehensive health scheme was launched on 31 Jan 2014 by Central Referral Hospital, Sikkim Manipal University for the people of Sikkim and its neighbouring states. An initiative of CRH, SMU to assist the state Govt. in providing added health care facilities and protection to the people from financial inabilities arising out of health setbacks. The Scheme which is affordable and accessible is a comprehensive health Scheme with manifold benefits and is primarily designed to provide latest and quality health care facilities to the general public of Sikkim.

Highlights of the Scheme:

- Cashless facility
- Entry age- No limits
- Membership fee based on the category of services chosen
- Pre-existing diseases are covered
- Maternity Benefits.

- The Scheme will cover hospitalization expenses in GENERAL WARD only at Central Referral Hospital, 5th mile Tadong, Gangtok in case of an accident or illness to an extent of Rs. 1,00,000 on a family floater basis.

Registration/ Enrolment to the Schemes- A nominal amount as decided by the management is to be paid by the family/ individual for registration in to the scheme.

b. Concessional beds for poor patients

CRH has introduced 75 concessional beds in the hospital dedicated to the poor and financially unsound individuals and families of Sikkim and neighbouring areas of West Bengal. These beds aim to facilitate general people to access the quality health care at the State's second largest hospital.

Those eligible for the concessional beds are BPL patient, patient admitted for academic purposes, those referred from health camps conducted by CRH who cannot afford healthcare at CRH and requires hospital care. Also eligible are patients requiring hospital treatment brought by registered NGOs and unidentified road traffic accident cases brought by administration/ police/ good Samaritans. This scheme subsidised total patient cost to 60 – 70% on total billed amount in general ward excluding ICUs and Super Speciality facility.

Based upon the economical condition post COVID. SMU has converted 75 concessional bed scheme to 150 concessional bed since 2022 onwards.



CRH

SIKKIM
MANIPAL
UNIVERSITY
CENTRAL REFERRAL HOSPITAL - SMIMS

✚ अब CRH अस्पतालको

150 जनेरल बेडमा

FREE उपचार उपलब्ध छ*

NOTE: यो योजना भर्ना भएका बिरामीहरूका लागि मात्र लागू हुन्छ।

- FREE कन्सल्टेन्स
- FREE मेडिसिन
- FREE ब्लड टेस्ट, एक्स-रे, सिटी स्क्यान, एम आर आई, अल्ट्रासाउन्ड
- FREE डाइट
- FREE नर्सिङ केर
- FREE सर्जरी

✚



c. CRH Janani Welfare Scheme

As a part of our Corporate Social Responsibilities (CSR), Central Referral Hospital, 5th Mile Tadong, East Sikkim has identified to provide free services to the pregnant mothers under the CRH JANANI WELFARE SCHEME. Under this scheme Normal Deliveries will be provided free of cost to patients admitted in General ward. The scheme will be valid initially for one year.

d. Psychiatric Rehabilitation and Recovery Program

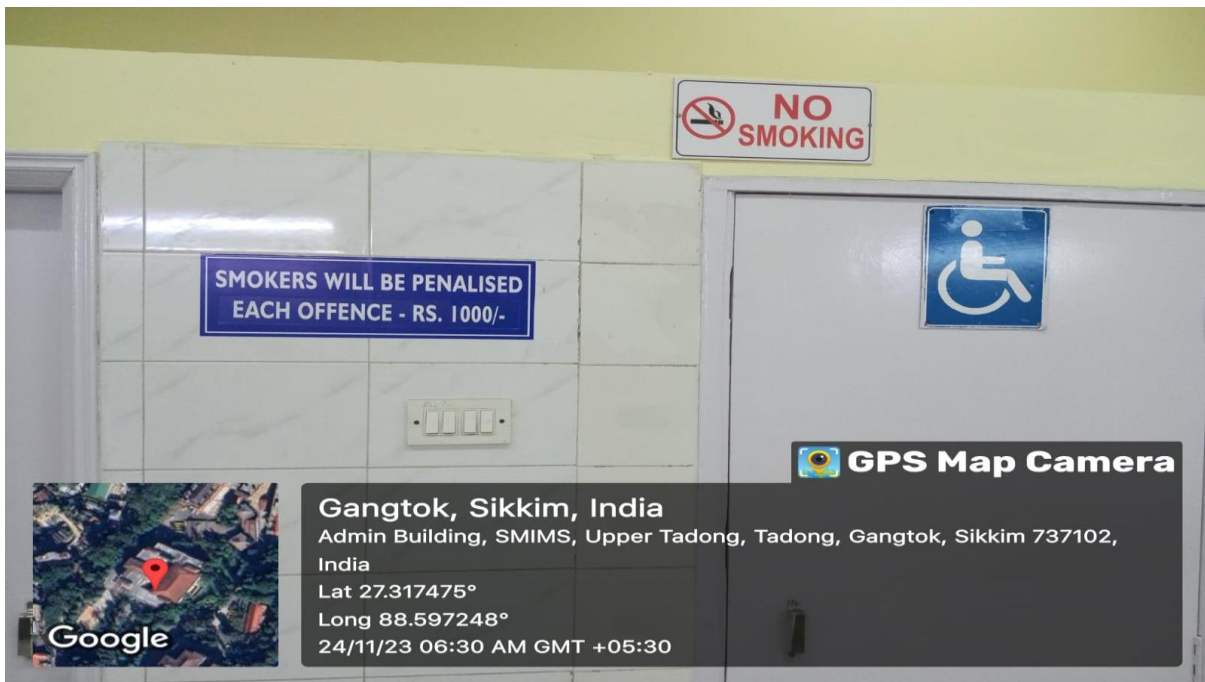
CRH also provide Psychiatric Rehabilitation and Recovery Program- Psychiatric rehabilitation is an important component in the management of the mentally ill. The

Psychiatric Rehabilitation and Recovery Program at Central Referral Hospital provides free treatment to an individual with psychiatric disabilities including their diet. The focus of rehabilitation program is on wellness and optimum quality of life. Both hospital and community-based services are available. The program offers specialized interventions to reduce symptoms, alleviate distress, and to support individuals to live meaningful lives. The Psychiatric Rehabilitation and Recovery Program provides assessment, treatment, and rehabilitation to individuals with a serious mental illness, or with a developmental disability and recognizes that in both population streams, there are often other co-occurring physical and mental health issues present that require treatment.

SMOKE FREE POLICY

Sikkim Manipal University follows the policies as mentioned by University Grant Commission, GoI and amends necessary changes as per their suggestions & accordingly **(details of policy is provided in Annexure A)**.

Boards are placed at different location across the university mentioning no smoking zone.



Strict action is taken against students if found smoking or carrying illicit items inside the campus (**Standard instruction is provided in Annexure B**)

Events Organised to promote Good Health & Wellbeing

1	TITLE OF EVENT:	INTRA-UNIVERSITY BASKETBALL TRIALS 2024
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):	SPORTS COUNCIL '24, DEPARTMENT OF PHYSICAL EDUCATION & SPORTS
3	UNDER THE BANNER OF (DEPT./OFFICE/CELL ETC):	Associate Director (Student Affairs), SMIT
4	COLLABORATION WITH:	-
5	STUDENT EVENT: YES / NO	YES
6	EXTERNALLY FUNDED: YES / NO	NO
7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	-
8	NATURE: INTERNAL PARTICIPANTS /	Internal Participants only

	EXTERNAL PARTICIPANTS / BOTH	
9	NO. OF PARTICIPANTS:	32
9A	INTERNAL	32
9B	EXTERNAL	-
10	MODE: ONLINE / OFFLINE	Offline
10A	IF ONLINE PROVIDE LINK	-
11A	DATE FROM:	04/09/2024 (6:00PM)
11B	DATE TO:	04/09/2024 (8:30PM)
12A	TEACHER COORDINATOR:	Ms. Karishma Pathak
12B	STUDENT COORDINATORS:	Pema Eden Bhutia, Thushara Shenoi, Akhil Madhu Menon

DESCRIPTION:

On September 4th, 2024, the Sports Council, SMIT organized the Intra-University Basketball Trials 2024. Students from all the branches and years are eligible to participate in this, where they will be competing against each other to be on the college

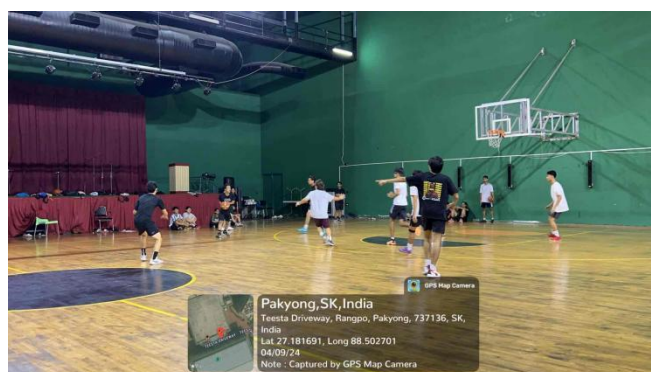
team. This college team will be competing against the other sister colleges that come under Sikkim Manipal University (SMU) on 8th September 2024.

No. of participants: 26(Boys) + 6(Girls) = 32 Participants

- List of Participants: [Intra-University Basketball Selection Trials 2024 \(Registration Form\)\(1-17\).xlsx](#)

Additional Resources:

- Photos & Videos: [Photos & Videos](#)
- List of Selected Students: [Intra-University Basketball Team \(SMIT\)](#)



EVENT REPORT

1	TITLE OF EVENT:	INTRA-UNIVERSITY SWIMMING TRIALS 2024
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):	SPORTS COUNCIL '24, DEPARTMENT OF PHYSICAL EDUCATION & SPORTS
3	UNDER THE BANNER OF (DEPT./OFFICE/CELL ETC):	Associate Director (Student Affairs), SMIT
4	COLLABORATION WITH:	-
5	STUDENT EVENT: YES / NO	YES
6	EXTERNALLY FUNDED: YES / NO	NO

7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	-
8	NATURE: INTERNAL PARTICIPANTS / EXTERNAL PARTICIPANTS / BOTH	Internal Participants only
9	NO. OF PARTICIPANTS:	14
9A	INTERNAL	14
9B	EXTERNAL	-
10	MODE: ONLINE / OFFLINE	Offline
10A	IF ONLINE PROVIDE LINK	-
11A	DATE FROM:	1/09/2024 (9:00AM)
11B	DATE TO:	1/09/2024 (11:00AM)
12A	TEACHER COORDINATOR:	Dr. Rakesh Vishwakarma
12B	STUDENT COORDINATORS:	Tanisha Roy, Thushara Sheno, Akhil Madhu Menon, Sampreet Dey

DESCRIPTION:

On September 1st, 2024, the Sports Council organized the Intra-University Swimming Trials 2024. Students from all the branches and years are eligible to participate in this,

where they will be competing against each other to be in the college team for these events:

1. Freestyle (50m, 100m)
2. Backstroke (50m, 100m)
3. Breaststroke (50m, 100m)
4. Butterfly (50m, 100m)
5. Medley (4 * 25m)

These categories are open for both boys and girls, and in this event the students who will be representing the college team were selected.

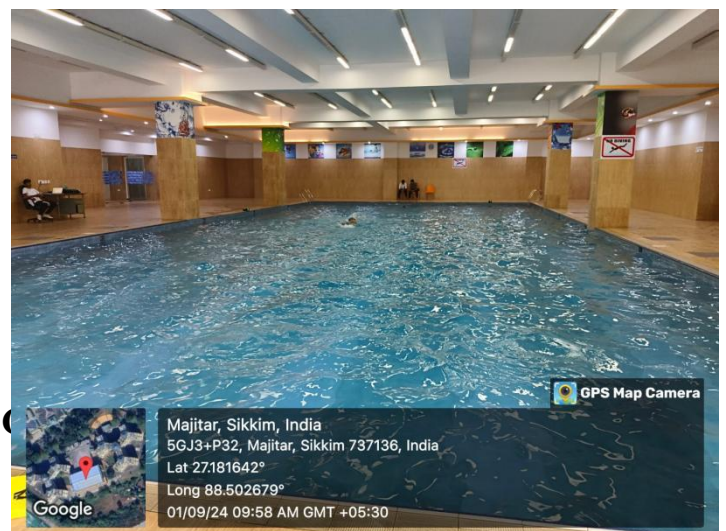
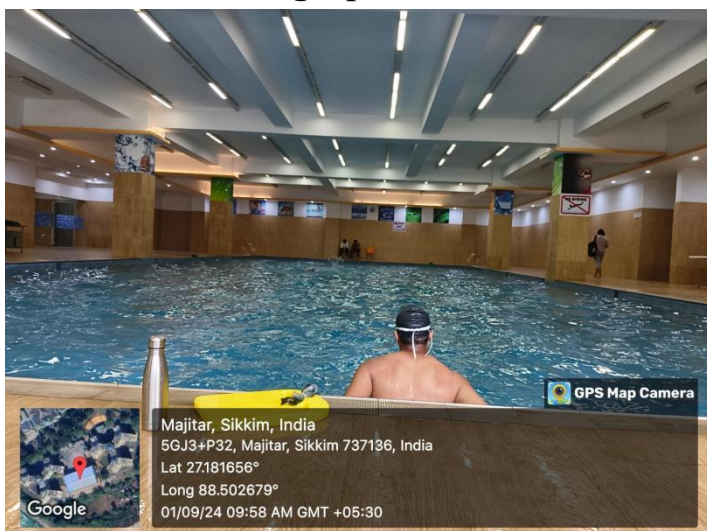
No. of participants: 13

- List of Participants: [Intra-University Swimming Selection Trials 2024 \(Registration Form\)\(1-13\).xlsx](#)

Additional Resources:

- Photos & Videos: [Swimming Photos & Videos](#)

Event Photographs:



1	Title/Name of Event:	SMIT International Day of Yoga 2024
2	Organized By (Dept. / (Club/Body Etc.):	Department of Physical Education and Sports
3	Under The Banner Of (Dept./Office/Cell Etc.):	Sikkim Manipal Institute of Technology
4	Collaboration With:	Na
5	Student Event: Yes / No	Yes

6	Externally Funded: Yes / No	No
7	If Externally Funded, Then Name of Funding Agency	
8	Nature: Internal Participants / External Participants / Both	Internal Participants
9	No. Of Participants:	
9A	Internal:	30
9B	External	0
10	Mode: Online / Offline	Offline
10A	If Online Provide Link	No
11A	Date From	20 th June 2024
11B	Date To:	21 st June 2024
12	Coordinator:	Dr. Rakesh Vishwakarma, Ms. Karishma Pathak, and Mr. Rupak Dutta
13	Attach List Of Participants	

Resource Person(S): No

Brief Description/Report with Geo-Tagged Photograph or Screen Shots:

The Department of physical education and sports at Sikkim Manipal Institute of Technology organized a 2 days event to celebrate International day of yoga 2024.

Arrange a yoga session indoor in a Marena basketball court. Invite a yoga instructor to lead the session and guide participants through different yoga saunas and breathing exercises. A 2 days program has been planned of the yoga day celebration this year. The program was conducted by external experts of yoga guides on the first day and internal guides on the second day.

The yoga program commenced 1st day at 6 am to 7:30 am and 2nd day at 6:30 am to 7:30 am, ensuring that participants could engage in the practice before the start of their daily activities. The chosen time slot allowed maximum participation from the faculty, staff, and students at the institute. The event witnessed an enthusiastic response from the entire Sikkim Manipal Institute of Technology community. Faculty members, administrative staff, and students from various departments actively participated in the daily yoga sessions. The inclusive nature of the event encouraged individuals of all fitness levels and yoga expertise to join, fostering a sense of unity and well-being.

The yoga sessions included a diverse range of activities, such as yoga asanas (postures), pranayama (breathing exercises), meditation and relaxation, and Surya Namaskar (sun salutation). These activities provided numerous benefits to the participants, including improved physical health, mental well-being, community bonding, and holistic development. Director of Sikkim Manipal Institute of Technology, Sikkim also took the session on yoga, especially Surya Namaskar and pranayama. The International Day of Yoga 2024 celebration at Sikkim

Manipal Institute of Technology was a resounding success.

Poster of the events was circulated through WhatsApp group and official Email-ID. :



SMIT
SIKKIM MANIPAL UNIVERSITY
SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY





(Prime Minister's Awards for Yoga 2024, n.d.)

Organised by
DEPARTMENT OF PHYSICAL EDUCATION & SPORTS
DATE: 20 JUNE AND 21 JUNE
Venue: MARENA (Basketball Court)
Time: 6:00 - 8:00 AM



DAY 1ST (20/06/2024)

The following yogic activities has been covered:

- Warm-up
- Gayatri Mantra

- Various types of yoga
- Kapol Shakti vikasak pranayama



The list of participants as under:

SL. NO.	NAME	DEGINATION
1	Dr. Satadru Jha	Faculty
2	Anjan Raychuduri	Faculty

3	Santanu Sovapandit	Faculty
4	Udit Kr. Chakraborty	Faculty
5	Chandralika Chakraborty	Faculty
6	Doibee Chakraborty	Faculty Child
7	Jayanta Kr. Barah	Faculty
8	Suman Das	Faculty
9	Santosh Das	Staff
10	Kumar Gurung	Staff
11	Sebam Mukherjee	Staff
12	Karishma Pathak	Staff
13	Sanjeev Kumar	Faculty
14	Rupak Dutta	Staff
15	Dr. Rakesh Vishwakarma	Faculty
16	Ram Kr. Rai	Staff

17	Aryan Bhujel	Staff
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~~DAY 2nd~~ (21/06/2024)

The following yogic activities has been covered:

- **Warm-up**
- **Om Mantra**
- **Surya Namaskar**
- **Pranayam**
- **Laughter Yoga**
- **Meditation Yoga**





The list of participants as under:

SL. NO.	NAME	DEGINATION
1	Archit Yajnik	Faculty
2	Anjan Raychuduri	Faculty
3	Anindita Adhikary	Faculty
4	Udit Kr. Chakraborty	Faculty
5	Chandralika Chakraborty	Faculty
6	Doibee Chakraborty	Faculty Child
7	Jayanta Kr. Barah	Faculty
8	Suman Das	Faculty
9	Santosh Das	Staff
10	Kumar Gurung	Staff
11	Sebam Mukherjee	Staff
12	Karishma Pathak	Staff
13	Sanjeev Kumar	Faculty
14	Rupak Dutta	Staff
15	Dr. Rakesh Vishwakarma	Faculty
16	Ram Kr. Rai	Staff (sports)
17	Aryan Bhujel	Staff (sports)
18	N. K. Bhattarcharyya	Faculty

19	Mousumi Ghosh	Faculty
20	Minakshi Roy	Faculty
21	J. S. Tamang	Faculty
22	Amit Kr. Singh	Faculty
23	Swarup Sarkar	Faculty
24	Sanjeebon Sarkar	Faculty Child
25	Sanjukta Sarkar	Faculty Child
26	Abhiraj Biswkarma	Staff (sports)
27	Manju Majhi	Staff (sports)

Overall, International Yoga Day serves as a reminder of the importance of incorporating yoga into daily life for enhanced physical, mental, and spiritual well-being, and it continues to inspire millions to adopt a healthier lifestyle through yoga practice.

SCHOOL HEALTH PROGRAMME

The Programme: On 30th August 2024, a School Health Programme was organized at Sai Gurukul Academy of Gidang, Namli GPU by the Vth Semester B.Sc. Nursing students of Sikkim Manipal College of Nursing on the topic “Personal Hygiene, Environmental Sanitation and Prevention of Accidents and Injuries.” The programme started at 10 am with a welcome speech by Ms Priyamshree Pradhan, student of SMCON and felicitation of the School In charge and the tutors of SMCON.

The total participants of the programme were 60 students and 4 teachers of the school. The students conducted a short role play on maintenance of Personal Hygiene and Environmental Sanitation followed by the Health Education on Prevention of Accidents and Injuries with attractive AV Aids. The programme concluded with a small quiz for the students and a vote of thanks by the students of SMCON.

The program was well accepted and appreciated by the teachers of Gurukul Academy. The students also gained knowledge and enjoyed the programme.



232/SMU/REG/AIA/10/2022

08 February 2022

To

Dean, SMIMS

Director, SMIT

Principal, SMCPT

Principal, SMCON

MS, CRH

Convenor, DHSS

Head Department of Medical Biotechnology

Department of Paramedical Courses

Department of Hospital Administration

Head, HR SMU

Sr. Finance Officer, SMU

Head GS, SMU

**FOLLOWING OF UGC POLICY FOR CREATING A HEALTH & TOBACCO
FREE ENVIRONMENT IN SIKKIM MANIPAL UNIVERSITY (SMU) & ITS
CONSTITUENT UNITS**

A copy of University Grant Commission policy vide letter F.No- 21-129/2021(CPP-II) dated 04 February 2022 is forwarded herewith for the strict compliance please.



(Prof (Dr) K.S. Sherpa)
Registrar

Encls: One page



ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

बहादुरशाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax : 011-2323 8858

E-mail : secy.ugc@nic.in

04 FEB 2022
2nd February, 2022

F.No. 21-129/2021(CPP-II)

Subject : Creating a health and tobacco free environment in Educational Institutions

Respected Madam/Sir,

As you are aware, tobacco control has been one of the high priorities of the Government of India. UGC has been issuing letters to all the HEIs to take steps for both prevention of initiation of tobacco use among the youth and providing cessation services. Cigarettes and Other Tobacco Products Act (COTPA)-2003 contains specific provision to discourage tobacco use among youth, such as ban on smoking in public places in higher educational institutions and prohibition of sales of tobacco products within 100 yards of any educational institutions.

You may also be aware that Ministry of Health and Family Welfare, Government of India have notified the guidelines for Tobacco Free Educational Institution containing measures for tobacco control and role and responsibilities of Educational Institutions to achieve the objective of creating tobacco free environment. These guidelines are available on <https://ntcp.nhp.gov.in/assets/document/TEFI-Guidelines.pdf>.

It is important that all possible measures are taken to curb the use of tobacco and create awareness about harms due to tobacco use. All HEIs are requested to take appropriate action/measures to create awareness among students on the harmful effects of tobacco use which shall lead to realize the goal of creating a healthy and tobacco free environment in educational institutions.

With kind regards,

Yours sincerely,

(Rajnish Jain)

To,

The Vice-Chancellors of All Universities



Ministry of Health
& Family Welfare
Government of India



Guidelines

FOR TOBACCO FREE
EDUCATIONAL
INSTITUTION
(Revised)

Guidelines for Tobacco Free Educational Institution (Revised)

1. BACKGROUND:

1.1 Tobacco Prevalence:

- 1.1.1 Tobacco use is the single largest cause of preventable deaths and illness worldwide and it kills half of its users prematurely, mostly in their most reproductive age. Tobacco use is a major risk factor for Cancer, Cardiovascular Diseases (CVD), Diabetes, Chronic Lung Disease, stroke, infertility, blindness, Tuberculosis (TB), Oral Cavities etc. There are mainly two forms of tobacco – Smoking Tobacco and Smokeless Tobacco. Cigarettes, bidi, hookah are smoking tobacco whereas khaini, zarda, gutkha etc. are smokeless tobacco.
- 1.1.2 According to the Global Adult Tobacco Survey (2016-17), 28.6% of adults (15 year and above) in India use tobacco, overall there are about 27 crore tobacco users: 20 crore of them smokeless tobacco users, 10 crore smokers and 3.2 crore use smoking as well as smokeless tobacco. The prevalence of tobacco use is highest in Tripura (64.5%) followed by Mizoram (58.7%) and Manipur (55.1%).
- 1.1.3 As per the Global Youth Tobacco Survey (GYTS), 2009, 14.6% of students in India aged between 13 to 15 years use tobacco. GYTS is a nationally representative school-based survey of students in grades associated with age 13 to 15 years.
- 1.1.4 In India, over 13.00 lakh people die from tobacco use every year, i.e. about 3500 people die in India everyday due to tobacco use.
- 1.1.5 Exposure to Second-hand Smoke (SHS) or passive smoking causes numerous health problems in infants, children and adults including more frequent and severe asthma attacks, respiratory infections, ear infections, sudden infant death syndrome (SIDS), coronary heart disease, stroke, lung cancer etc.
- 1.1.6 Spitting of tobacco/tobacco products is also a public health hazard, as it may lead to spread of swine flu, pneumonia, gastro-intestinal diseases, creating a potential risk of transmission of Tuberculosis as Tuberculosis Bacilli can survive in spit for an entire day or nuisance to the people in general.

1.2 Tobacco Control Efforts:

- 1.2.1 The Government of India enacted its comprehensive tobacco control law the Cigarettes and other Tobacco Products (Prohibition of Advertisement and Regulation of Trade and Commerce, Production, Supply and Distribution) Act, 2003 (COTPA 2003) in 2004, with a view to make provisions to effect reduction in tobacco use.
- 1.2.2 Various Rules were notified for effective regulation of tobacco products from time to time. These provided for prohibition of;
 - Smoking in public places,
 - Sales of tobacco products to and by minors,
 - Sale of tobacco products within 100 yards of educational institutions and,
 - Direct and indirect advertising and promotion of tobacco products.
- 1.2.3 Apart from these provisions, display of statutory warning on tobacco packs was also

implemented. The same has now been revised for 85% of pack area to be covered with the warnings along with display of the national quit-line number.

- 1.2.4 India has also effectively implemented the rules for restricting the depiction of tobacco products in films and television programs. It is mandatory to display the statutory warning during the display of tobacco products in films & television programmes and anti-tobacco video spot & disclaimer at beginning and middle of the films.
- 1.2.5 Smokeless Tobacco Products such as Gutkha, Zarda, Khaini etc. have been prohibited vide the Food Safety and Standards (Prohibition and Restrictions on Sales) Regulation, 2011 under Food Safety and Standards Act, 2006.
- 1.2.6 Tobacco control efforts of India gained a fresh impetus with launch of the National Tobacco Control Programme (NTCP) in 2007-08. NTCP is a comprehensive programme, which not only provides a robust framework for implementation of tobacco control laws/initiatives but also focuses on community engagement, school programme, IEC and advocacy.
- 1.2.7 Various cessation services have been set up under the NTCP. A national quitline was launched in 2016. The capacities of the quitline have now been expanded to cater to the higher volume of calls from prospective quitters in view of display of the quitline number on tobacco packs. The quitline caters to around 2.5 lakh telephone calls every month. Over 400 Tobacco Cessation Centers have been set up. “mCessation” services are also being provided through a mobile app.

A summary provisions for tobacco control under various Acts and Rules is given in Annexure I.

2. Introduction:

- 2.1 The second round of Global Adult Tobacco Survey (GATS2) was carried out in 2016-17 and its report was published in 2018. A 6% absolute decline in tobacco use has been observed in GATS2. This demonstrates the success of India’s tobacco control efforts.
- 2.2 However, tobacco use remains very high and these efforts need to be scaled up and sustained. New and emerging electronic products (e-cigarettes and like products) pose new challenges to these efforts.
- 2.3 Given that the GYTS and GATS indicated that there is significant tobacco use among adolescents and young adults as they are most vulnerable to the exposure to tobacco use, the Government of India had released\launched\prepared the “Guidelines for Tobacco Free Schools/Educational Institutions” in 2008 and “Step by Step Guidelines for implementation of Section 6 (b) of the Act and Rules” in 2017. Many new initiatives have since been taken. The GATS2 data has also suggested that there is need to review the earlier guidelines, hence these guidelines.
- 2.4 Objective of these Guidelines is to provide a fresh momentum to implementation of tobacco control initiatives among adolescents and young adults. These guidelines may be implemented by any educational institution, including schools at all levels, colleges for higher or professional education and universities, both in public and private sector.

2.5 Implementation of these guidelines should result in –

- More awareness about harmful effects and long-term health impact of tobacco use amongst the students, teachers, workers and officials in educational institutions.
- Awareness about various avenues available for tobacco cessation.
- A healthy and tobacco free environment in educational institutions and all educational institutions becoming tobacco free.
- Better implementation of legal provisions regarding sale and use of tobacco products, especially those related to educational institutions, public places, statutory warnings and minors.

2.6 These guidelines provide a framework for achieving the above-mentioned objectives. Apart from specifying the factors for a Tobacco Free Educational Institution (ToFEI), these guidelines also detail the roles and responsibilities for various stakeholders.

3. TOBACCO FREE EDUCATIONAL INSTITUTION

- 3.1 An Educational Institution (EI) should display “Tobacco Free Educational Institution” signage as specified in **Annexure II** in the premises of the EI; and a “Tobacco Free Area” signage as specified in **Annexure III** outside the EI. The signage could be in the form of boards or wall paints. It may be noted that the formats given in the Annexures II and III are only suggestive. The Educational Institution is encouraged to innovate or adapt the signage according to their capacity and context. Care should also be taken to communicate the correct intended message while customizing the signage. The signage should be displayed in the language of instruction in the Educational Institution and also in the local language if it is so possible.
- 3.2 The signage should be displayed at prominent places outside and in the premises such as on the boundary wall, the main entrance, the official notice boards and any such place where the management thinks that these would communicate the intended message effectively.
- 3.3 The Educational Institution should designate Tobacco Monitor(s) from amongst their staff, an official or a teacher or a student representative (the student from class IX onwards). Health & Wellness Ambassadors should also be designated as Tobacco Monitors. The name, designation and phone number of the Tobacco Monitor(s) should also be mentioned on the signages. Multiple Tobacco Monitors may be designated and in-fact it might be a good idea to do so. For example – appointment of a Tobacco Monitor for each class from amongst the students in the class. Participation of the most important stakeholder, the students of secondary school (classes IX to XII), would be key to successful implementation of the initiative. Care should be taken that tobacco users may not be designated as Tobacco Monitors.
- 3.4 The EI management should ensure that *no tobacco products are sold* inside the premises and in an area within a 100 yards from the premises. Any violation should be reported to the National Quitline at 1800-11-2356. The Management should also, if possible, with the help of local law enforcement authorities and community, including parents, make efforts to stop such sales. It may be noted that the Head of the Institution is also authorized to collect fine for violation of section 6(b), sale of tobacco products within 100 yards of an educational institution. EI should also with the help of local authorities mark such boundaries /area which clearly defines the 100

yards area to ensure that no tobacco products are sold within marked area.

- 3.5 The EI management must not permit any use of tobacco products in the premises of the institution by anybody, including students, teachers, other staff members, school buses' drivers & staff and visitors. Observance of the "No Tobacco Use" norm should be included in EI's code of conduct guidelines and action should be taken against such violations as per EI's internal policy. This may include community service, information to and discussions with parents. Another suggestion is to make tobacco users ineligible for the Student\Teacher\Staff of the Year Award or other awards given for co-curricular excellence.
- 3.6 Since the premises of all EIs by their nature are public places, smoking inside the premises of an EI is a violation of section 4 of the COTPA. The Head of all Educational Institutions are also authorized to impose and collect fine under the COTPA, 2003 for such violations.
- 3.7 The Food Safety and Standards (Prohibition and Restrictions on Sales) Regulation, 2011 prohibits the use of tobacco and nicotine as ingredients in food products and as such various States have issued necessary orders for prohibiting the sale of Gutkha and Pan Masala (containing tobacco or nicotine). In 2016, communication was sent to all States/UTs to pass necessary orders in compliance of the Hon`ble Supreme Court order dated 23.09.2016 and ensure that the manufacture, storage, distribution or sale of gutkha and pan masala (containing tobacco or nicotine) and any other products marketed separately having tobacco or nicotine in the final product by whatever name called, whether packaged or un-packaged and/or sold as one product, or though packaged as separate products, sold or distributed in such a manner so as to easily facilitate mixing by the consumer is prohibited in the jurisdiction of the respective States. Though Pan Masala without tobacco and/or nicotine is a standardized product under the Food Safety and Standards Act, 2006 and Regulations made thereunder, it may be noted that it is injurious to health and its use should be discouraged.
- 3.8 The EI should also help tobacco users and tobacco addicts to quit tobacco by encouraging them to avail the Quitline services and mCessation services. Information about these services can be obtained from the Quitline.
- 3.9 A ToFEI must not participate in any event sponsored by any firm or a subsidiary of a firm or a seller, which promotes the use of or manufactures or sells tobacco products in any form. EIs/ Students should also not accept any prize or scholarship instituted by such firms.
- 3.10 The EI management and the Tobacco Monitors must also be vigilant to note the tobacco substitutes such as e-cigarettes and the like devices viz. Heat-Not-Burn devices, Vape, e-Sheesha, e-Nicotine Flavoured Hookah. Such products, though not tobacco products, are also harmful for health. E-cigarettes come in many shapes and sizes which look like regular cigarettes, cigars, pipes, pens, USB flash drives, with sleek high-tech design with re-chargeable batteries. These products are usually marketed as being safer alternatives for conventional cigarettes but such notion of safety is false. There is evidence that these products induce adolescents and young adults to nicotine use leading to addiction. Any use of such products on the campus may be reported to the Quitline.
- 3.11 The Institution may use the Self-Evaluation Scorecard for Tobacco Free Educational Institution given in **Annexure IV**, to assess the status of implementation of the ToEFI Guidelines in their institution on half-yearly basis and to get a certificate to this effect to those EIs who score 90% and above marks. Once the EI is satisfied that they have achieved the benchmark score, the

EI can choose to participate in the ToFEI Award Scheme. A ToFEI Certificate will be awarded to a ToFEI if the EI's score is found to be equal to or more than the benchmark score after verification. Details of the ToFEI Award Scheme will be issued separately by the MoHFW.

3.12 Tobacco Control activities: The EI should undertake tobacco control activities from time to time. Some suggestive activities are as under –

- Assemblies for taking pledge against tobacco,
- Poster/slogan/essay/quiz/debate competitions and street plays etc. Posters so developed with information about the harmful effects of tobacco should be displayed at prominent places in the educational institution.
- The EI management should encourage tobacco control initiatives by students /teachers/ other staff and certificates of appreciation or awards may be given to those who take initiative and do good work in this regard.
- The EI should invite the local law enforcement authorities /and health authorities to be the part of school assembly and deliver an address on tobacco control. This will facilitate in advocating the policy makers on tobacco related issues.
- Marking of 100 yards area from the outer limit of boundary wall / fence of the EI.

The above list is only suggestive and the EI team should explore other options as well.

4. ROLES & RESPONSIBILITIES

4.1 Ministry of Health & Family Welfare – Tobacco Control Division (National Tobacco Control Cell)

- 4.1.1 To ensure that communications/advisories are sent to State Tobacco Control Cell for monitoring these guidelines at regular intervals.
- 4.1.2 IEC materials/ prototypes like posters, flip charts, brochures must be disseminated to States and uploaded on the NTCP website www.ntcp.nhp.gov.in
- 4.1.3 To collaborate with Ministry of Human Resource Development (Department of School Education and Department of Higher Education) for inclusion of a chapter on the harmful effects of tobacco use in curricula.
- 4.1.4 To develop a monitoring mechanism for evaluation and assessment of implementation of Guidelines for ToFEI through internal review mechanism.
- 4.1.5 The National Cell will also put a mechanism in place for certification of EIs and for providing a Certificate to an EI that successfully reaches the benchmark score of 90/100.

4.2 STATE/DISTRICT TOBACCO CONTROL CELL:

- 4.2.1 Coordinate with State Education Departments (School/Higher/Technical/Medical Education) to institutionalize tobacco control by incorporating tobacco control activities in their Academic calendar. Efforts should also be made to make these guidelines a part of the terms and conditions for affiliation to the State Education Board.

- 4.2.2 Coordinate with State Education Departments for sending circular to all Heads of Institutions to comply with the guidelines and permitting them to utilize the funds available under the untied grants available to Educational Institutions through government grants.
- 4.2.3 District Authorities and Local Bodies should be encouraged to set up institutional mechanisms to facilitate implementation of these guidelines and monitoring and review implementation and also to provide support to managements of institutions taking initiative for helping enforcement of COTPA.
- 4.2.4 To ensure the dissemination of these guidelines in all educational institutions in coordination with Education Departments. Funds under National Tobacco Control Programme can be utilized for this.
- 4.2.5 To make efforts to get questions related to 'Tobacco Free Educational Institution' included in existing monitoring/inspection mechanism of Education Departments.
- 4.2.6 To engage with Department of Rural Development/Urban Administration for setting up institutional mechanism for supervision and monitoring of these guidelines through Village Health, Sanitation & Nutrition Committees in rural areas and Mahila Arogya Samitis and Mohalla Samitis\Ward Sabhas in urban areas.
- 4.2.7 Representatives of the State Education Departments (School/Higher/Technical/Medical Education) should be co-opted in the State and District Level Coordination Committees and status of implementation of these guidelines should be reviewed in each of their meetings.

4.3 Civil Society Organizations:

Civil Society Organizations (CSO) can play a pivotal role in implementation of guidelines, specially in its dissemination and in building capacities of managements and teams in Educational Institutions. CSO can also support the STCCs, DTCCs and EIs by providing inputs such as technical assistance for IEC. The CSOs can also undertake assessment of implementation status of these guidelines in an EI and assist the institution in removing gaps in implementation or mobilize support from the local institutions, wherever necessary. The STCCs and DTCCs can and should look to actively partner with CSOs, wherever possible, for not only implementation but also for eliciting valuable feedback about implementation status and challenges, to effect course corrections.

ANNEXURE - I

ACT	Section	Offence	Penalties	
COTPA	Section 4*	Smoking in Public Places	Fine upto Rs.200 under section 21	
	Section 6a*	Sale of tobacco products to or by minors	Fine upto Rs.200 under section 24	
	Section 6b*	Sale of tobacco products within 100 yards of any Educational Institute	Fine upto Rs.200 under section 24	
	Section 5	Direct/indirect advertisement of tobacco products and scholarship/ sponsorship of any event by tobacco companies	Under Section 22- First Offence: Fine up to Rs. 1000/- or imprisonment up to two years or both Subsequent offence: Fine up to Rs. 5000/- or imprisonment up to five years or both	
	Section 7	Mandatory display of specified health warnings on all tobacco product packs	Under Section 20 – First Offence for Producer or Manufacturer: Fine up to Rs 5,000/- or imprisonment up to two years or both. Subsequent Offence: Fine up to Rs 10,000/- and imprisonment up to five years	Under Section 20 – First Offence for Seller or distributor: Fine up to Rs 1,000/- or imprisonment up to one year or both. Subsequent Offence: Fine up to Rs 3,000/- and imprisonment up to two years
Juvenile Justice Act	Section 77	Giving or causing to give any addictive substance including tobacco to minors	Upto 1 lakh fine and 7 years imprisonment	
Indian Penal Code	Section 268	Creating Public nuisance which causes any common injury, danger or annoyance to the public	Fine upto Rs. 200/-	
	Section 269	Negligent act likely to spread infection of disease dangerous to life	Imprisonment upto 6 Months or Fine or both	
	Section 278	Making atmosphere noxious to health	Fine upto Rs. 500/-	
Food Safety and Standards Act, 2006 (FSSA, 2006)	Regulation 2.3.4 of Food Safety and Standards (Prohibition and Restrictions on sales) Regulations, 2011	Use of Tobacco and nicotine as ingredients in any food products.	Penalty not exceeding Rs. 10.00 lakh under Section 57 (1) (ii) of FSSA, 2006	

* A list of authorized officers to enforce the provisions of COTPA, 2003 and Rules made thereunder is as under;

Following persons shall be authorized to impose and collect the fine against the violation of Section 4

Sl. No.	Person Authorized to take action	Description of Public Place
1	Inspectors of Central Excise / Income tax/ Customs/ Sales Tax/Health/Transport and above	All Public Places within their jurisdiction
2	Station Master/Asstt. Station Master/ Station Head/Station in charge	Railways and all its Premises
3	All Gazetted Officers of State/ Central Government or equivalent rank and above in Autonomous Organizations /PSU	Government offices / premises and offices of the autonomous bodies and corporations
4	Director/ Medical Superintendent/ Hospital Administrator	Government and Private Hospital
5	Post Master & Above	Respective Post Office in their jurisdiction.
6	Head of the Institution/HR Manager/Head of Administration	Private Offices / Workplaces
7	College / School/Headmaster Principal/Teacher	Respective Educational Institutions
8	Librarian/Asstt. Librarian/Library in-charge/ other administrative staff in library	Libraries/ Reading Rooms.
9	Airport Manager/Officers of Airport Authority of India and Officers of all schedule Airlines	Airports
10	Director Public Health/ Director Health Services	All Public Places
11	In charge Administration in Central/ State Government.	All Public Places
12	Nodal Officers/Focal Points of Anti-Tobacco Cell at District and State level	All Public Places
13	Police Officers not below the rank of Sub-Inspector of Police	All Public Places within their jurisdiction.
14	Officers of State Food & Drug Administration not below the rank of Sub-Inspector of Police.	All Public Places within their jurisdiction.
15	Representatives of Panchyati Raj Institutions (Sarpanch / Panchayat Secretary)	All Public Places within their jurisdiction.
16	Dist Program Manager/ Finance Manager – Dist Health Society (National Rural Health Mission)	All Public Places within their jurisdiction.
17	Civil Surgeon /Chief Medical Officer(CMO) at District Hospital/ Medical Officer at Primary Health Centre (PHC)	Hospital Buildings /Health Institutions/ dispensaries
18	Registrar/ Deputy Registrar/ Public Prosecutors/ Government Counsels.	Court Buildings
19	Inspector of Schools/ District Education officer	Educational Institutions
20	Traffic Superintendents /Asst Traffic Superintendents / Bus Station Officer / Ticket Collector or Conductor.	Public Conveyances
21	Travelling ticket Examiner/ Chief Ticket Inspectors/ Ticket Collectors/ Officers not below the rank of ticket collector or equivalent rank not below the rank of Asst Sub-Inspector of Railway Protection Force	Railways

Following persons shall be authorized to impose and collect the fine against the violation of Section 6 (a & b)

Sl. No.	Authorized Person to enforce section 6 (a & b)
1.	Vice Chancellor or Director or Proctor or Principal or Headmaster or In-Charge of an Educational Institution
2.	Assistant Labour Commissioner from the Department of Labour
3.	All officers of the rank of Sub-Inspector in State Food and Drug Administration from the Department of Food and Drugs
4.	All officers of the rank of Inspectors from the Department of Education
5.	All police officers of the rank of Sub-Inspector of Police and above
6.	Municipal Health Officers
7.	Representatives of Panchayati Raj Institutions (Chairperson or Sarpanch or Panchayat Secretary)
8.	District Programme Manager or Finance Manager- District Health Society (National Rural Health Mission)
9.	Civil Surgeon or Chief Medical Officer at District Hospital or Medical Officer at Primary Health Centre (PHC)
10.	Block Development Officer, Block Extension Educator(BEE)
11.	Director or Joint Director Department of Health, and Department of Education in the State Government
12.	Nodal Officers of State and District Tobacco Control Cell under National Tobacco Control Programme

ANNEXURE - II
(Prototype Sign Board/Wall Paint)

TOBACCO FREE EDUCATIONAL INSTITUTION

Sale of cigarettes and other tobacco products in an area within radius of one hundred yards of this educational institution is strictly prohibited and is a punishable offence.

If you see any violation, please report to –
Name _____
Designation _____
Contact Person _____

OR

Call at Quitline Number – 1800-112-356 (Toll free)

By Order

60 CM

45 CM

ANNEXURE –III
(Prototype Sign Board / Wall Paint)

  	<div style="text-align: center;"><h2 style="margin: 0;">TOBACCO FREE AREA</h2><p style="margin: 0;">Tobacco Use here is a Punishable Offence</p></div> <hr style="border: 0.5px solid black;"/> <p>If you see any violation, please report to - Name Designation..... Contact No......</p> <p style="text-align: center;">OR</p> <p>Call at Quitline Number – 1800-112-356 (Toll free)</p>
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←

→

60 CM

45 CM

Guidelines for Tobacco Free Educational Institution
(Revised)

13

ANNEXURE - IV

Self-Evaluation Scorecard for Tobacco Free Educational Institution			
Name of the Educational Institution:-			
Name and Designation of Evaluator:-			
Date of Evaluation:-			
Final Score of the Educational Institute:			
Sl. No.	Criteria	Weightage Points	Scored points by the Institute
1	Display of 'Tobacco Free Area' Signage inside the premise of Educational Institute at all prominent place(s).	Mandatory (10)	
	The name/designation/contact number are mentioned / updated in the signage	Mandatory (10)	
2	Display of "Tobacco Free Education Institution" signage at entrance/ boundary wall of Educational Institute.	Mandatory (10)	
	The name/designation/contact number are mentioned / updated in the signage	Mandatory (10)	
3	No evidence of use of tobacco products inside the premise i.e. cigarette/beedi butts or discarded gutka/tobacco pouches, spitting spots.	Mandatory (10)	
4	Poster or other awareness materials on harms of tobacco displayed in the premise.	9	
5	Organisation of at least one tobacco control activity during last 6 months.	9	
6	Designation of Tobacco Monitors and their names, designations, and contact number are mentioned on the signages	9	
7	Inclusion of "No Tobacco Use" norm in the EI's code of conduct guidelines	9	
8	Marking of 100 yards area from the outer limit of boundary wall / fence of the EI.	7	
9	No shops selling tobacco products within 100 yards of the Educational Institute.	7	

Prototype of a receipt

(Name and Address of educational institution)

RECEIPT

Receipt No. 851

Date :.....

Received Rs. (in words)
from D/S/o.....
R/o.....
.....on account of fine for violation of
Section-4/Section-6/Others at.....(Name of the Place) under the provisions
of the Cigarettes and other tobacco products (prohibition of advertisement and regulation of
trade and commerce, production, supply and distribution) Act, 2003

Signature of the Offender

Signature of the Authorized Officer

Abbreviations used in the Guidelines

COTPA	Cigarettes and Other Tobacco Products (Prohibition of Advertisement and Regulation of Trade and Commerce, Production, Supply and Distribution) Act, 2003
CSO	Civil Society Organizations
CVD	Cardio Vascular Diseases
DTCC	District Tobacco Control Cell
EI	Educational Institutions
GATS	Global Adult Tobacco Survey
NTCP	National Tobacco Control Programme
STCC	State Tobacco Control Cell
ToFEI	Tobacco Free Educational Institution

STANDING INSTRUCTION NO 01 DATED 06 JUL 2020

HANDLING OF CASES OF INDISCIPLINE

1. Reference Standing Instruction No 05 dated 19 Apr 2018.

2. The labelling of offences and their Points and Dots accrued thereto has facilitated the Institute Authority at large in dealing with the disciplinary aspects of students. However, it is found that a number of offences committed by the students has not been included in above Standing Instruction and needs to be incorporated. Hence, after a thoughtful deliberation, the aforesaid Standing Instructions No 05 dated 19 Apr 2018 has been re-framed duly incorporating the relevant offences often committed by the students.

3. **Acts of Indiscipline.** The following acts on the part of students during his/her course of studies at SMIT will be considered as acts of Indiscipline. Henceforth all acts of indiscipline will be labeled and graded as follows and their cumulative scores will be marked by dots as mentioned below. The acts not covered by the tables below will be examined separately in the Disciplinary Committee/Hostel Management Committee and these offences will be assigned points as deemed fit. The range of scores of each DOT and the list of offences and their individual scores are also summarized below :-

(a) **LEVELS OF OFFENCES AND THEIR POINTS AND DOTS :-**

(i) **Level –I Offences, Range: 1 –5 (Points) • (1 dot)**

S/No	Descriptions	Points
(i)	Late Entry in the hostel	01
(ii)	Missing from allotted room without any information to hostel staff during night attendance but available in the hostel	01
(iii)	Late entry in the campus by hostellers in the evening (Beyond 08.00 P.M.)	02
(iv)	Present in campus but entering late in the hostel (after 10 P.M.) without permission from hostel authority, Floor Warden.	02
(v)	Not keeping the door open during night attendance check from 10 P.M. to 11.30 P.M.	02
(vi)	Unintentional damage of college property due to negligence, e.g; causing damage to window panes while playing at unauthorized places besides sharing the financial loss.	02
(vii)	Using unparliamentarily/abusive word/racial slur to the colleagues.	02
(viii)	Caught in playing Computer games at mid/late night as an act of betting.	02
(ix)	Playing loud music in hostel room & disturbing fellow students.	02
(x)	Arguing with teacher demanding late entry or attendance for late entry in the class	02



(xi)	Creating nuisance in the class	02
(xii)	Use of mobile phones during the class and showing disobedience to the teacher	02
(xiii)	Excessive argument with teacher demanding late entry/attendance for late entry	02
(xiv)	Violating rules (Do's and Don'ts of lab)	02
(xv)	Disfiguring the walls of the room with filthy words/figures/paintings/posters	03
(xvi)	Possession, distribution and consumption of cigarette and chewable tobacco as well as smoking in the hostel.	03
(xvii)	Creating public nuisance and disturbing the natural ambience by means of shouting; burning crackers, banging doors etc.	03
(xviii)	Resisting the Security personnel in checking at the Main Gate.	03
(xix)	Unauthorised stay of student's in hostel for a period of 1-3 days	03
(xi)	Making wrong entry in the IN/OUT Register for hiding one's identity at Main Gate.	04
(xxi)	Hostel students not entering details in the register at the main gate while leaving & returning to the campus	04
(xxii)	Entering the Campus in intoxicated state.	05

(ii) Level -II Offences, Range: 6-10 (Points), •• (2 dots)

S/No	Descriptions	Points
(i)	Accumulation of multiple offences of Level-I with aggregation of scores ≥ 6	≥ 6
(ii)	Possession and consumption of alcoholic drinks as well as other banned substances (marijuana etc.) in the college campus.	06
(iii)	Having unauthorised meals in mess and being in unauthorised possession of mess utensils.	06
(iv)	Misleading Hostel Authority by hiding truth about unauthorised absence of roommate.	06
(v)	Use of information technology through various means to disturb class/Department/Hostel/Institute	06
(vi)	Escorting & helping a day scholar to enter hostel without permission. Both the students will be held equally responsible.	06
(vii)	Inter Hostel Movement without permission	06
(viii)	Act of disrespect towards the Faculty/Staff Members	06
(ix)	Fighting/using abusive language with fellow students/hostel staff/Mess boys/Security guards/attenders etc., but not amounting to groupism or ragging or not resulting in physical injury to any individual.	07
(x)	Deliberate and intentional act of any kind resulting in minor financial loss to the college like unauthorised use of electrical appliances, tapping of Wi Fi connection for personal gain.	07
(xi)	Unethical means of promoting oneself or others during Students' council election.	08
(xii)	Helping a day scholar to have unauthorised meal in student mess, both the students will be held equally responsible.	08
(xiii)	Dodging hostel staff, TG, Floor Warden, Warden, Chief Warden when a hostel student is called to attend an official enquiry or counseling.	08
(xiv)	Unauthorised absence from hostel during night.	09
(xv)	Showing obscene postures in public place.	09

(xvi)	Proceeding on leave without getting leave approved from floor warden and making entries in the movement register.	09
(xvii)	Breach of Confidentiality (Sharing of student information, company information or any other similar act including publication in social media without permission).	09
(xviii)	Instigating fellow students for hooliganism, gherao and strike etc.	10

(iv) Level -III Offences, Range: 11-25 (Points),●●● (3 dots)

S/No	Descriptions	Points
(i)	Accumulation of multiple offences of Level-I and/or Level II with aggregation of scores ≥ 11	≥ 11
(ii)	Carrying prohibited substances including alcoholic liquor in quantity suggesting that the same being carried for further distribution to fellow students	11
(iii)	Possession and consumption of narcotics in hostel/college premises	15
(iv)	Deliberate and intentional destruction of hostel/college/fellow mate's properties	17
(v)	Offensive acts of cyber crime amounting to sexual harassment/undermining human dignity of fellow students.	18
(vi)	Stealing of money or costly electronic items like Laptop, Smart watch, Mobile or Camera etc.	19
(vii)	Use of abusive language and/or threatening faculty and non teaching staff of SMIT	20
(viii)	Physical assault/fight causing serious/significant injury	20
(ix)	Physical assault/fight amounting to groupism or regionalism.	21
(x)	Keeping weapons/arms in person/room which when used can result in serious injury to other students.	21
(xi)	Found in objectionable posture with opposite sex.	22
(xii)	Getting involved into act of minor sexual harassment	23
(xiii)	Possession of banned substances in significant amount (>20 gms) for commercial benefit.	24
(xiv)	Forging documents intentionally, changing of marks during personal seeing of answer scripts.	25
(xv)	Instigating fellow students for hooliganism, gherao and strike etc.	25

(iv) Level -IV Offences, Range: 26-55 (Points),●●●● (4 dots)

S/No	Descriptions	Points
(i)	Accumulation of multiple offences of Level-I, Level II and/or Level III with aggregation of scores ≥ 26	≥ 26
(ii)	Use of social media to tarnish the image of Institute, staff members and students of the Institute. Any other acts of indiscipline that tarnishes the image of the Institute.	30
(iii)	Misbehavior with company representatives/faculty and staff involved during placement drive.	40
(iv)	Physical assault/fight culminating into group clash with large scale repercussion including action for vacating hostel and unwanted and temporary closure of the college.	45



(v)	Intentional creation of situations that can potentially endanger the life of fellow students or any hostel/mess/security staff.	45
(vi)	Trying to influence the selection process by using unfair/unethical means.	50
(vii)	Sexual harassment of serious/very serious nature.	52
(viii)	Causing life threatening injury to fellow students or any hostel/mess/security staff.	55
(ix)	Physical assault on faculty members/staff.	55
(x)	Deliberate act of mental harassment to any fellow student causing psychological trauma of serious nature amounting to ragging as per UGC guidelines.	55
(xi)	Possession of narcotics in quantity indicative of intention for sale to other students	55

(v) Level-V: Accumulation Level-I offences Range: 56-80 (Points) ••••• (5 dots)

S/No	Descriptions	Points
(i)	Misbehavior with company representatives/faculty and staff involved during placement drive	60

(vi) Level – VI: Accumulation Level-I offences Range:81-100 (Points) •••••(6 dots)

(b) Reversal of accumulated punishment points**

S/No	Criteria		Punishments	Remarks
(i)	Incentives for good attendance			Average attendance of previous as well as current semesters will be considered
	(aa)	90-100%	Reduction of 3 points	
	(ab)	80-90%	Reduction of 2 points	
	(ac)	75-80%	Reduction of 1 point	
(ii)	Improvement in CGPA/Extra Curricular Activities of post punishment period by 0.2			
	(aa)	II SEM	Reduction of 1 point	
	(ab)	III SEM	Reduction of 2 points	
	(ac)	IV SEM	Reduction of 3 points	
	(ad)	V SEM	Reduction of 4 points	
	(ae)	VI SEM	Reduction of 5 points	
	(af)	VII SEM	Reduction of 6 points	
	(ag)	Academic Recognition/ Citation from External Agency	Reduction of 5 points	
	(ah)	Awards from external agencies for sports/ athletics/literary & debate	Reduction of 4 points	
(iii)	Active participation and Contribution for social cause			
	(a)	Blood Donation Drive, Disaster Relief, Adoption of Village and Bravery acts	Reduction of 4 points	

****at the discretion of competent authority.**

(c) Punishment for various dots :-

S/No	Dots	Points	Punishments	Remarks
(i)	•	1-5	Written warning to the students	For every offence, warning letter shall be issued and to be recorded in his/her personal file and will come up during placements.
(ii)	••	6-10	Written warning to the students with a copy to Parents/Guardian.	
(iii)	•••	11-25	Suspension for 3-4 days from the class with the provision of expulsion from the hostel.	
(iv)	••••	26-55	Suspension for 15 days from the class in addition to permanent expulsion from the hostel.	Corresponding dots will be marked in the personal file of the students.
(v)	•••••	56-80	Rustication for one full semester from the class in addition to permanent expulsion from the hostel.	
(vi)	••••••	81-100	Permanent rustication from the Institute.	

- ✓ 4. The committee will not consider multiple offences within a single offence and add the points to arrive at a larger number. The most serious offence within the single offence should be taken as the benchmark for the points to be recorded against the act of Indiscipline.
- ✗ 5. This Standing Instruction supersedes the Standing Instruction No 05 dated 19 Apr 2018.

Place : Majitar-Rangpo

Dated : 06 Jul 2020

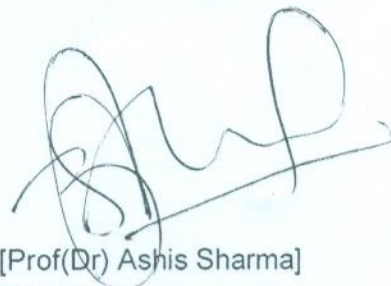
To,

- | | | |
|----------------------------|---|---|
| 1. Associate Director (A) | } | - To disseminate the above information to all Faculty/Student of their respective Dept. |
| 2. Associate Director (SA) | | |
| 3. All HODs | | |
| 4. All Wardens | | |
| 5. Head Administration | | |
| 6. Chief Warden | | |
| 7. Head, SMU-IT | | - For uploading in Suchana (Faculty and Students) |

Copy to :-

1. Vice Chancellor, SMU
2. Registrar, SMU




[Prof.(Dr) Ashis Sharma]
Director