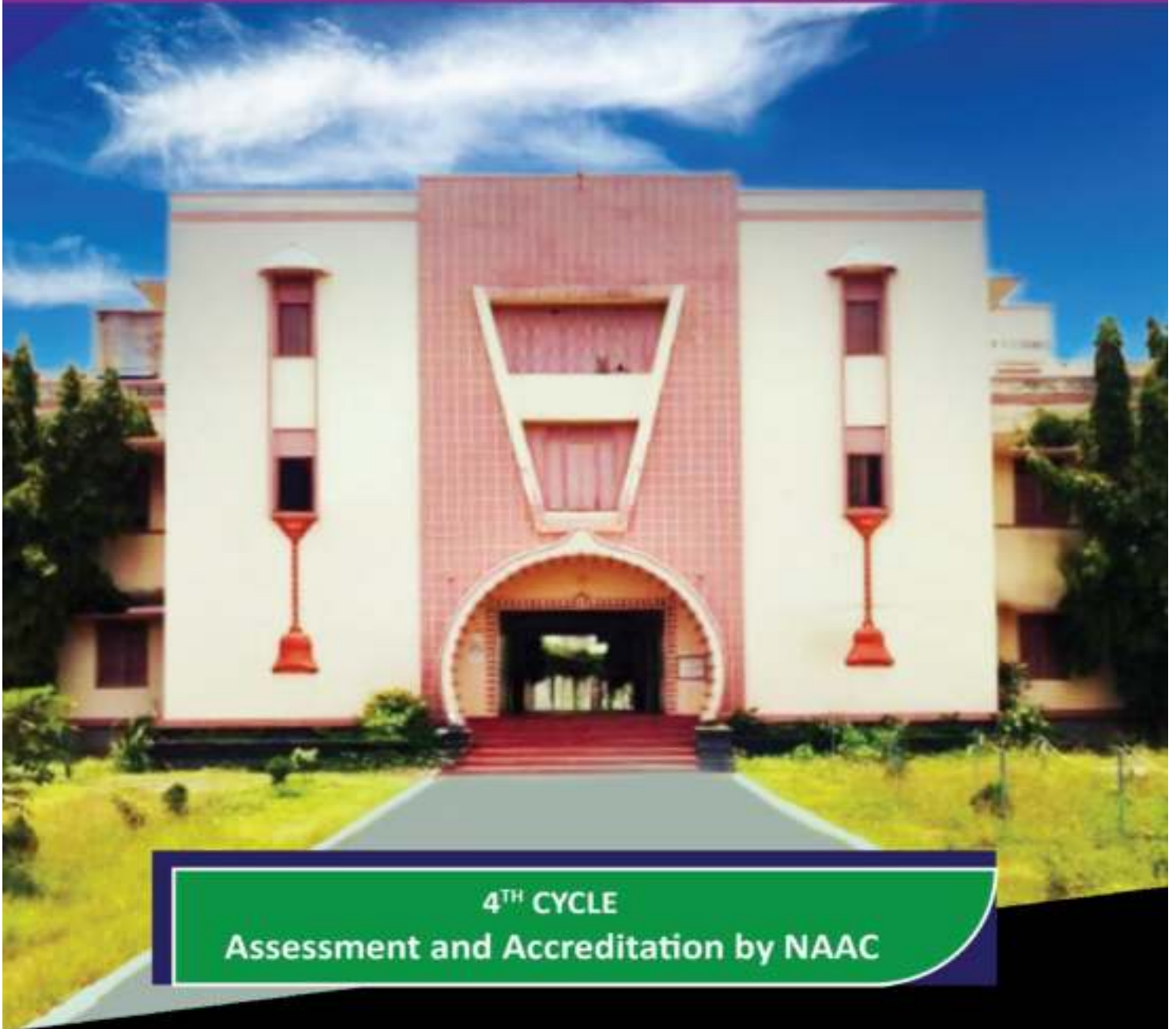




Dhamangaon Education Society's (Hindi Linguistic Minority Educational Institution)

**ADARSHA SCIENCE, J. B. ARTS & BIRLA COMMERCE MAHAVIDYALAYA,
DHAMANGAON RLY, DISTRICT-AMRAVATI: 444709**

NAAC Accredited by B⁺⁺ with C.G.P.A. 2.81 (3rd Cycle)



Criterion – V: STUDENT SUPPORT AND PROGRESSION

QnM-5.1.4

The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases



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Adarsha Science, J.B. Arts & Birla Commerce Mahavidyalaya
Dhamangaon Rly., Dist. Amravati, Maharashtra, India-444709



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No.

Date:

21/12/2022

Declaration

The information, reports, true copies of the supporting documents, numerical data, etc. furnished in this file is verified by IQAC and found correct.

Hence this certificate.



[Signature]

Dr. Anand G. Naranje
IQAC Coordinator
IQAC Co-ordinator
Adarsha Sci. J. B. Arts and
Birla Commerce College
Dhamangaon Railway



[Signature]

Dr. Yogendra B. Gandole
Chairman, IQAC & Principal
Adarsha Mahavidyalaya,
Dhamangaon Rly.
PRINCIPAL
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& Birla Comms. Mahavidyalaya:
Dhamangaon Rly.

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**Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway**

INTERNAL COMPLAINT COMMITTEE

Policy document

The Internal Complaints Committee (ICC) is established in Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon Railway on 07.07.2017 under the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015. It comprises students, a Presiding Officer, two or three faculty members from each faculty, and one outside member from a non-governmental organization or association committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority.

Objective of Internal Complaints Committee:

- To provide a safe and secure work environment to every female worker and girls students
- To take consistent action for prevention, prohibition and redressal of complaints received regarding sexual harassment and gender discrimination of women personnel at the workplace.
- To make recommendations to the management to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees.
- To forceful implementation of the policies relating to the prevention of sexual harassment
- Strive to resolve complaints by the aggrieved complainant, and henceforth, recommend actions to be taken by the employer.

ICC in Adarsha Mahavidyalaya deals with cases of sexual harassment of the students or employees in the college and provides mechanism of dispute redressal.

Its promoters the empowerment of women and has zero tolerance for any kind of sexual harassment. ICC diligently works towards providing a secure environment to students, teaching and non-teaching staff. Complaint boxes have been placed in the college premises.

Sexual Harassment defined as:

"An unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates or creates a hostile and intimidating environment or is calculated to induce submission by actual or threatened adverse consequences and induces any one or more or all of the following unwelcome acts or behavior (whether directly or by implication), namely:

- Any unwelcome physical, verbal or non-verbal conduct of sexual nature
- Demand or request for sexual favors
- Making sexually colored remarks
- Physical contact and advances
- Showing pornography".

Internal Complaints Committee Members (2017-18)

Sr. No.	Name of the Member	Designation	Phone Number
1	Dr. Y. B. Gandole, Principal	Presiding Officer	9421737928
2	Dr. Anand Naranje, IQAC Co-ordinator	Member	9579346013
3	Ku. Madhuri Kopulwar, Director, Physical Education	Member	9823333699
4	Ku. Ashwina Rangari, Dept. of Math	Member	9403116400
5	Dr. Sanjay Patil, Dept. of English	Member	9822270208
6	Dr. Dipak Shrugare, Dept. of Economics	Member	9423608667
7	Chetan Kothari Social Worker	Member	9423425571
8	Ku. Anushri Nagpure Student, B.Sc.(Zoology) Student Representative	Member	9112808312

Internal Complaints Committee Members (2018-19)

Sr. No.	Name of the Member	Designation	Phone Number
1	Dr. Y. B. Gandole, Principal	Presiding Officer	9421737928
2	Dr. Anand Naranje, IQAC Co-ordinator	Member	9579346013
3	Ku. Madhuri Kopulwar, Director, Physical Education	Member	9823333699
4	Ku. Ashwina Rangari, Dept. of Math	Member	9403116400
5	Dr. Sanjay Patil, Dept. of English	Member	9822270208
6	Dr. Dipak Shrugare, Dept. of Economics	Member	9423608667
7	Chetan Kothari Social Worker	Member	9423425571
8	Mr. Yuvraj Soni Student, B.Sc.(Zoology) Student Representative	Member	9112808312

Internal Complaints Committee Members (2019-20)

Sr. No.	Name of the Member	Designation	Phone Number
1	Dr. Y. B. Gandole, Principal	Presiding Officer	9421737928
2	Dr. Anand Naranje, IQAC Co-ordinator	Member	9579346013
3	Ku. Madhuri Kopulwar, Director, Physical Education	Member	9823333699
4	Ku. Ashwina Rangari, Dept. of Math	Member	9403116400
5	Dr. Sanjay Patil, Dept. of English	Member	9822270208
6	Dr. Dipak Shrugare, Dept. of Economics	Member	9423608667
7	Chetan Kothari Social Worker	Member	9423425571
8	Ku. Megha Panpaliya Student, M.Com. (Commerce) Student Representative	Member	9112808312

Internal Complaints Committee Members (2020-21)

Sr. No.	Name of the Member	Designation	Phone Number
1	Dr. Y. B. Gandole, Principal	Presiding Officer	9421737928
2	Dr. Anand Naranje, IQAC Co-ordinator	Member	9579346013
3	Ku. Madhuri Kopulwar, Director, Physical Education	Member	9823333699
4	Ku. Ashwina Rangari, Dept. of Math	Member	9403116400
5	Dr. Sanjay Patil, Dept. of English	Member	9822270208
6	Dr. Dipak Shrugare, Dept. of Economics	Member	9423608667
7	Chetan Kothari Social Worker	Member	9423425571
8	Ku. Anju Dhanake Student, B.Sc. (Zoology) Student Representative	Member	9112808312

Internal Complaints Committee Members (2021-22)

Sr. No.	Name of the Member	Designation	Phone Number
1	Dr. Y. B. Gandole, Principal	Presiding Officer	9421737928
2	Dr. Anand Naranje, IQAC Co-ordinator	Member	9579346013
3	Ku. Madhuri Kopulwar, Director, Physical Education	Member	9823333699
4	Ku. Ashwina Rangari, Dept. of Math	Member	9403116400
5	Dr. Sanjay Patil, Dept. of English	Member	9822270208
6	Dr. Dipak Shrugare, Dept. of Economics	Member	9423608667
7	Chetan Kothari Social Worker	Member	9423425571
8	Mr. Prajwal Arekar Student, B.Com. (Commerce) Student Representative	Member	

Functions of the Internal Complaints Committee

The Internal Complaints Committee once constituted, plays a pivotal role in the effective implementation of the provisions at the workplace. A general list of duties of the Committee is enumerated as follows:

- Implementation of the Anti-Sexual Harassment Policy at the workplace
- Submit an Annual Report (Including details like the number of case files at their disposal, etc.)
- Bring about awareness about what comprises 'sexual harassment' at the workplace by way of workshops, posters, documents, notices, seminars, etc.
- Publicize the policy framework effectively
- Provide the victims with a safe and accessible mechanism of complaint
- Initiation of inquiry at the earliest
- Redress the complaints in a judicious manner
- Provide interim relief to the complainant
- Provide an opportunity for conciliation wherever possible
- Stick to the principles of natural justice at all stages of the proceedings Whenever required, forward the complaint to the peace
- Submit the inquiry report along with recommendations
- Maintain confidentiality in regard to the proceedings taking place before the Committee

Timeline of the Complaint

- Submission of Complaint-Within 3 months of last incident
- Notice to the Respondent-Within 7 days of receiving a copy of the complaint
- Completion of Inquiry-Within 90 days
- Submission of Report-Within 10 days of completion of the inquiry
- Implementation of Recommendations-Within 60 days
- Appeal-Within 90 days of the recommendations

We commit ourselves to a zero-tolerance policy towards sexual harassment and reinforce our commitment to making our campus free from discrimination, harassment, and retaliation or sexual assault at all levels. If a student, faculty member or non-faculty staff member faces

any discomfort under the above-mentioned heads, he or she can directly approach the committee.

An aggrieved person is required to submit a written complaint to the ICC within three months from the date of the incident, and in case of a series of incidents within a period of three months from the date of the last incident. Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Complaints Committee shall render all reasonable assistance to the person for making the complaint in writing. For the reasons accorded in the writing, the ICC could extend the time limit by a period not exceeding three months, if it is satisfied that the circumstances were such which prevented the person from filing a complaint within the said period. Friends, relatives, colleagues, co-students, a psychologist, or any other associate of the victim may file the complaint in situations where the aggrieved person is unable to make a complaint on account of physical or mental incapacity or death.

The complainant may contact the committee members through the given e-mail ID or phone numbers.



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Working Rules for Internal Complaints Committee

In pursuance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and the Rules framed there under, the Institute hereby adopts the following procedure for determining complaints filed to the Internal Complaints Committee (ICC) constituted under the Act. The procedure complies with the basic principles of natural justice and fair play and has to be adhered to in all complaints, though, in individual complaints, for reasons to be stated in writing, the ICC reserves the right to make exceptions to the procedure stated hereunder.

1. Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the ICC, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident. 6 copies of a written complaint should be submitted to the Committee or any of its members along with list of witnesses and supporting documents. Additional documents and list of witnesses can be submitted to ICC at a later stage during the proceeding.

Provided that where such complaint cannot be made in writing, the Presiding Officer or any other member of the ICC shall render all reasonable assistance to the woman for making the complaint in writing.

Provided further that the ICC for the reasons to be recorded in writing, can extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

2. Any complaint received by the members should be immediately forwarded to the Presiding Officer, and this must be notified to other committee members at the earliest and not later than 3 days and a meeting should be called for discussing the matter.

3. The Committee shall discuss and decide on its jurisdiction to deal with the case or reject the complaint prima facie and recommend to the Institute that no action is required to be taken in the matter.

4. Notice shall be issued to the respondent within 7 working days of receipt of the complaint and 10 working days shall be given for submission of reply (along with the list of witnesses and documents.)

5. The Committee will provide assistance to the aggrieved woman, if she so chooses, to file a police complaint in relation to an offence under Indian Penal Code.
6. The Committee may, before initiating an inquiry, at the request of the aggrieved woman, take steps to settle the matter between her and the respondent through conciliation.
7. No monetary settlement shall be made as the basis of conciliation. Where a settlement has been arrived at, the ICC shall record the settlement so arrived and forward the same to the employer for necessary compliance.
8. The Committee shall provide the copies of the settlement as recorded under (7) to the aggrieved woman and the respondent. Where a settlement is arrived at, no further inquiry shall be conducted by the ICC.
9. If conciliation is found to be not feasible, notice will be issued to both parties for hearing.
10. The Committee may direct the Registrar to ensure the safety and protection of the aggrieved woman if and when required.
11. As an interim measure, ICC may recommend
 - a) The transfer of the aggrieved woman or the respondent to another section or Department as deemed fit by the Committee.
 - b) Grant leave to the aggrieved woman up to a period of three months or
 - c) Restrain the respondent from exercising any administrative authority or supervision academic evaluation of the aggrieved woman.
 - d) Grant such other relief to the aggrieved woman as the case may require.
12. The Committee shall proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent considering sexual harassment as misconduct.
13. The Presiding Officer shall convene the first hearing of the enquiry. The respondent, the aggrieved woman, and the witnesses shall be intimated at least 7 working days in advance in writing of the date, time and venue of the enquiry proceedings. The subsequent proceedings may be on a day-to-day basis, to be decided by ICC.
14. The Committee shall provide reasonable opportunity to the aggrieved woman and the respondent for presenting and defending her/his case.

15. The Committee may at any time during the enquiry proceedings, preclude the face-to-face examination of the respondent and the aggrieved woman and/or their witnesses keeping in view the need to protect the aggrieved woman or the witnesses from facing any serious health and/or safety problems be in the interest of justice. The aggrieved woman/respondent has to submit the written reply before the committee within the specified time given.
17. The Committee shall have the right to summon, as many times as required, the respondent, aggrieved woman and/or any witnesses for the purpose of supplementary testimony and/or clarifications.
18. The Committee shall have the power to summon any official papers or documents pertaining to the aggrieved woman as well as the respondent.
19. The past sexual history of the aggrieved woman shall not be probed into as such information shall be deemed irrelevant to a complaint of sexual harassment.
20. The Committee shall have the right to terminate the enquiry proceedings and to give an ex-parte decision on the complaint, should the respondent fail, without valid ground, to be present for three consecutive hearings convened by the Presiding Officer.
21. The aggrieved woman and the respondent, or any one person on her/his behalf, shall have the right to examine written transcripts of the recordings with the exclusion of witnesses' names and identities. Any person nominated by the aggrieved woman and/or the respondent on her/his behalf shall be (only) either a student, or a member of the academic or non-teaching staff. No person who has been found guilty of sexual harassment shall be accepted as a nominee. The aggrieved woman/respondent should inform the Presiding Officer specifically if they wish to exercise this right. The Presiding Officer shall allow access to such documents on a specific date to be intimated at least two days in advance to each of the parties concerned. At no point in time, however, can the concerned parties take these documents outside the office.
22. The aggrieved woman and the respondent shall be responsible for presenting their witnesses before the Committee. However, if the Committee is convinced that the absence of either of the parties to the disputes is on valid grounds, the Committee shall adjourn that particular meeting of the Committee for a period not exceeding five days. The meeting so adjourned shall be conducted thereafter, even if the person concerned fails to appear for the said adjourned meeting without prior intimation/valid ground.

23. All proceedings of the ICC shall be recorded in writing the record of the proceedings and the statement of witnesses shall be endorsed by the persons concerned as well as the committee members present in token of authenticity thereof. In case the minutes cannot be reduced in writing the same day, as audio recording of the proceedings may be made, and the written proceedings will be authenticated on a next available opportunity.

24. If the aggrieved woman desires to tender any documents by way of evidence, the Committee can supply true copies of such documents to the respondent. Similarly, if the respondent desires to tender any documents in evidence, the Committee shall supply true copies of such documents to the aggrieved woman.

25. In the event the Committee thinks that supplementary testimony is required, the Presiding Officer shall forward to the persons concerned a summary of the proceedings and allow for a time period of seven days submitting such testimony, in person or in writing, to the Committee.

26. The aggrieved woman and the respondent shall have the right of cross-examination of all witnesses. However, such cross-examination shall be conducted in the form of written questions and responses via the Committee only. The respondent shall have no right to directly cross-examine the aggrieved woman or her witnesses.

27. The respondent/aggrieved woman may submit to the Committee, a written list of questions that he/she desires to pose to the aggrieved woman/witness. The Committee (ICC) shall retain the right to disallow any questions that it has reason to believe to be irrelevant, mischievous, slanderous, derogatory or gender-insensitive.

28. Amicus Curie can be called for helping the committee if and when required.

29. After concluding its investigation, the Committee shall submit a detailed reasoned report to the Institute.

30. If the Committee finds no merit in the allegations, it shall report to the Institute.

31. In the event the Committee finds that the allegation(s) against the respondent have been proved, it shall recommend the nature of action to be taken by the Institute. The following actions may be recommended:

- a. A written apology
- b. Warning

- c. Reprimand or censure
- d. Withholding of promotion
- e. Withholding of pay rise or increments

Undergoing a counseling session

- g. Carrying out of community service
- h. Terminating the respondent from service

i. Any other punishment according to the service rules applicable to the respondent

32. When the Committee arrives at the conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the Institute to take action against such falsification.

33. Nothing precludes the Institute authority from taking cognizance of any new fact or evidence which may arise or be brought before it during the pendency of the inquiry proceedings or even after the communication of the findings to appropriate Institute authorities.

34. If the allegation(s) is/are proved against the respondent, the Committee may direct the Institute to ensure the payment of compensation to the aggrieved woman by the respondent. The determination of compensation to the aggrieved woman shall be decided based on the following facts:

- i. The mental trauma, pain, suffering and emotional distress caused to the aggrieved woman.
- ii. The loss of career opportunity due to the incident of sexual harassment.
- iii. Medical expenses incurred by the victim for physical or psychiatric treatment.
- iv. The income and financial status of the respondent
- v. Feasibility of such payment in lumpsum or in installments

35. The Institute authorities will file a compliance report to the Committee within 30 days of issuance of such recommendation.

36. ICC shall have the necessary powers to take suo motu notice of incidents of sexual harassment and/or gender injustice in the Institute campus and act against the same in such manner as it deems appropriate.

37. The identity of the aggrieved woman, respondent, witnesses and proceedings of the Committee and its recommendations and the action taken by the Institute shall not be published, communicated, or made known to the public, press or media in any manner and it will be outside the purview of the Right to Information Act, 2005.

38. No legal practitioner will be allowed to represent either the aggrieved woman or the respondent in proceedings before the Complaints Committee.

39. The Committee has the powers of a civil court in the following cases

- i. Summoning and enforcing the attendance of any person related to the incident.
- ii. Requiring the discovery and production of any documents.
- iii. Any other matter relating to the incident as decided by the Committee from time to time.

40. The aggrieved woman or respondent may prefer an appeal to the competent authority.



President ICC



IQAC Coordinator

IQAC Co-ordinator
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Principal

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Composition and Duties of the Internal Complaints Committee

Introduction

In the past few decades, the role of the Indian women has undergone a definitive change; from traditionally being responsible for fostering and nourishing the family, they are now seen working in almost every field to generate income and support their family.

This empowerment of women led to a belief that they would become independent and confident to be able to safeguard themselves under all circumstances. But the harsh reality till today is that more than 50% of working women face workplace harassment in the form of sexual harassment, lewd remarks, unwelcome gestures, or gender discrimination at least once in their career. The majority of women workforce does not report sexual harassment either of being unaware of their rights or many times due to the fear of facing social stigma or losing their jobs.

Increasing incidents of sexual harassment of working women in all sectors in India created the necessity of the Government's intervention to help in creating a safe work environment for women. The Supreme Court in the case of Vishaka and Others v. State of Rajasthan and Others (1997 (7) SCC 323), had laid down "Vishakha Guidelines" that had guidelines relating to sexual harassment of women till a historical piece of legislation was enacted by the government. Thus, was born The Sexual Harassment of Women at Workplace Act (Prevention, Prohibition, and Redressal hereinafter referred to as "POSH Act") 2013. POSH Act 2013 is India's first codified legislation specifically formulated to deal with three specific purposes:

- prevention,
- prohibition, and
- redressal

This women harassment Act came into force on December 9, 2013, and is legally binding on all employers and workplaces.

Foundation of the Act

This India Sexual Harassment Act is an extension of the Vishakha Guidelines issued by the Supreme Court in 1997 and its foundation lies in:

- 1) Constitution of India: Article 14, 15 & 21

2) UN Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), July 9, 1993)

The POSH Act was the need of the hour as women faced rampant harassment at workplace. Sexual harassment faced by women at the workplace has been recognized in this Act as a violation of their fundamental rights granted under the Indian Constitution.

Article 14 and 15 of the Constitution that guarantees Right to Equality, as well as Article 21(3) that ensures Right to live with dignity, are the rights of a woman that are greatly marginalized due to sexual harassment.

With the implementation of this Act, the responsibility to provide a safe & secure work environment to every female worker lies squarely on the employer.

Statutory Requirements under POSH Act

The POSH Act is binding on all and mandates that all Public and Private Sector Organizations in India comply with certain statutory requirements. The onus to ensure POSH at work for women lies on the employers and managements and for this, they are directed to:

- Form an Internal Complaints Committee,
- Provide Periodic POSH Training on Sexual Harassment law, and
- Develop an effective Complaint lodging and Redressal Policy.

Know All about the Internal Complaints Committee

Under Section 4 of the POSH Act at all workplaces with 10 or more employees, the employer must form an Internal Complaints Committee (ICC). This is an obligation that must be adhered to by public and private organizations. This initial in-house body plays the most important role in ensuring the smooth functioning of the provisions of the POSH Law and also towards the fulfillment of its objectives. An aggrieved woman has to approach the ICC to file a complaint relating to sexual harassment. After receiving the complaint from the aggrieved woman, the Committee inquiries into the matter and accordingly makes recommendations.

The Internal Complaints Committee's major functions entail:

- Forceful implementation of the policies relating to the prevention of sexual harassment,
- Strive to resolve complaints by the aggrieved complainant, and

Employee Members

The internal complaints committee policy further specifies that the Internal Complaints Committee must also have two or more members from among its employees. The prerequisite for the selection of employees as members demands some legal knowledge or experience in the social sector or committed to the women's cause. These are desirable but not mandatory as it may not be always easy to find such employees.

• External Member

The POSH Act also specifies that the Sexual Harassment Committee must include an external member from a non-governmental organization or association that is committed to the cause of women. The person thus nominated must be familiar with issues relating to sexual harassment. This provision has been carried forward from the Vishakha Guidelines wherein the Supreme Court had prescribed such requirements. The notion behind this clause is to bring about an outside perspective to the ICC and ensure transparency and authenticity to the entire process.

Tenure of the Members of the Committee

Section 4(3) of the POSH Act specifies the tenure of the members of the Internal Complaints Committee in the workplace. It specifies that the members along with the presiding officer, shall not occupy the office for a period of more than three years from the date of nomination.

When can a Member of the Committee be Disqualified?

Disqualification of the members of the Internal Complaints Committee is prescribed in the POSH Act in detail. A member of ICC may be disqualified on the following grounds:

#1. Disclosure of Confidential Information: If a member reveals the details of matters which are required to be kept confidential under the POSH Act then he/she can be disqualified. If the member discloses any one of these:

- About a complaint submitted to an ICC
- Identity of the complainant and/or the respondent or witnesses
- Details of inquiry proceedings
- Recommendations of the sexual harassment committee
- The action was taken by the employer

#2. Conviction or Inquiry:

If a person is convicted, or an inquiry is pending against him/her regarding any offence under any law, then the member will be disqualified.

#3. Found Guilty:

Similarly, if a member of the ICC is found guilty, or any disciplinary proceeding is pending against such a person, then also he/she will be liable to disqualification.

#4. Abuse of Position:

If a member of the Internal Complaints Committee has abused his/her position, then their disqualification is recommended. The continued membership of such a member in the ICC will not only deem to be detrimental and harmful but also against the public interest. Are the Members of the Committee Eligible for any Remuneration? Section 4(4) of the POSH Act lays down that the external members for PoSH who are appointed from non-governmental organizations or associations are eligible for remuneration. An External Member of ICC is entitled to receive a prescribed fee or allowance of Rs. 200 per day in lieu of carrying out his/her functions. This remuneration is to be paid by the employer. Apart from this these members also qualify for the reimbursement of travel cost incurred in travelling by train in three-tier air-conditioned or air-conditioned bus and auto-rickshaw or taxi, or the actual amount spent by him on travel, whichever is less. Moreover, the organizations are free to pay more than the minimum recommended fee to their external members.

What is the Procedure to File a Complaint with the Committee?

The POSH Act has kept a lot of flexibility when it comes to filing a complaint and does not prescribe any particular format for it.

Who can file a Complaint?

The complaint can be filed by the following persons:

1. a) The aggrieved woman herself.
2. b) In the case of Physical Incapacity: Complainant's Relative, Complainant's Friend, Co-Worker, Officer of NCW or SCW, or Any person who has knowledge of the incident with the written consent of the Complainant.
3. c) In case of Mental Incapacity: Complainant's Relative, Complainant's Friend, Special Educator, Qualified Psychiatrist/Psychologist, Guardian/ Authority under whose care the

complainant is receiving treatment/care or Any person with the knowledge of the incident, jointly with any person mentioned above.

4. d) In Case of Complainant's Death: Any person having the knowledge of the incident with the written consent of the Legal heir.

5. e) In Case of Complainant is unable to file the Complaint about any other reason: By any person who has the knowledge of the incident with the written consent of the Complainant.

Specified Time Period

The POSH Act lays down specific guidelines about the timeline for a complaint of such sexual harassment cases and specifies that it can be filed within 3 months from the date of the incident. In case it is not a single but a series of incidents, then the complaint needs to be filed within 3 months from the date of the last incident. The POSH Act further provides that the time period of 3 months may be extended by the Committee after recording the reasons for doing so.

Other Requirements

1. Six copies of the complaint are to be filed
2. Supporting documents and evidence, details of witnesses
3. Details of the incident
4. Details of respondent

The written complaint should contain a description of each incident(s) & must include:

- Relevant Date/s
- Timing/s & Location/s
- Name of Respondent/s
- The working relationship between the parties

Timeline of the Complaint

- 1) Submission of Complaint-Within 3 months of the last incident
- 2) Notice to the Respondent-Within 7 days of receiving a copy of the complaint
- 3) Completion of Inquiry-Within 90 days
- 4) Submission of Report-Within 10 days of completion of the inquiry

5) Implementation of Recommendations-Within 60 days

6) Appeal-Within 90 days of the recommendations

Powers of the Internal Complaints Committee

Sec 11(3) of the POSH Act enumerates the powers of the Internal Complaints Committee. The ICC is vested with the powers of a Civil Court under the Civil Procedure Code, 1908 in the following:

- 1) It is entitled to initiate an inquiry into the complaint of a sexual harassment incident at the workplace
- 2) It can summon witnesses and parties before the committee to give a statement
- 3) It can assert its powers and summon evidence to be examined if it is deemed necessary to do so by the Committee

Once the inquiry is completed and if the Internal Complaint Committee finds the person guilty, it is well within its right to prescribe the following actions:

1. a) Initiate action against the culprit in accordance with the service rules of the organization.
2. b) In the absence of service rules, it can take actions like a warning, community service, withholding promotion, termination, etc.
3. c) It can deduct from the salary of the respondent as compensation to be paid to aggrieved women. The POSH Act also lays down the criteria based on which the Internal Complaints Committee shall calculate the amount of compensation payable.

The factors are:

- 1) The extent of pain, suffering mental trauma, and emotional distress caused to the aggrieved woman.
- 2) Loss in a career opportunity for the victim resulting from the incident of sexual harassment.
- 3) Medical expenses incurred by the complainant towards the physical and/or psychiatric treatment due to this incident.
- 4) Last but not the least, the alleged perpetrator's Income and status. All such payment can be awarded to the victim of sexual harassment as a lump sum or in instalments, as is considered judicious by the ICC. In case the respondent fails to pay the amount of compensation, the ICC shall forward the case to the District Officer for the amount to be recovered as an arrear of land revenue.

Power of Internal Complaint Committee in case of Malicious Complaints

Every coin has two sides and same is with the cases regarding sexual harassment; while most of the complaints are genuine, yet there are some which are false and malicious. The POSH Act has covered this fact and laid down effective guidelines for the Internal Complaints Committee to help protect innocent people in such situations. A false or malicious complaint can easily be filed by a woman just to take revenge or malign the character of a male colleague or undermine his success in work, and at such times it is the duty of the ICC to protect the respondent from being unduly targeted. Once the Internal Complaints Committee, after an inquiry, gets conclusive evidence that a complaint had been filed with malicious intent, and that an untrue and fallacious complaint has been filed by a complainant, then it shall recommend action against her. The POSH Act safeguards the right of an aggrieved woman completely and therefore, specifies that mere inability to provide adequate evidence on the part of the complainant is not sufficient to declare the complaint as being malicious. Moreover, a complaint is malicious or not and must be determined by the Internal Complaints Committee after conducting an inquiry into the complaint.

When can the Committee forward the Complaint to the Police?

The POSH Act has empowered the Internal Complaints Committee to forward the complaints to the police under two circumstances:

1. The police are duty-bound to registration a sexual harassment case forwarded by the ICC within a period of seven days under Section 509 of the Indian Penal Code (2) or other provisions of the criminal law.
2. The Committee may also forward the complaint to the police when a settlement is agreed upon between the parties but the respondent fails to comply with the condition(s) of the settlement.

What actions can be taken by the Committee during the pendency of an Inquiry?

The POSH Act also lays down specific guidelines regarding the pendency of a case. The Internal Complaints Committee, upon receiving a written request, can recommend the following actions during the inquiry pending to the employer:

1. Transfer either the aggrieved or the respondent to any other workplace.
2. Grant leave to the aggrieved women up to three months.
3. Any other relief as may be prescribed.

After the ICC submits the report it is the onus lies on the employer to implement the recommendations of the Internal Complaints Committee.

Duties of the Internal Complaints Committee

The Internal Complaints Committee once constituted, plays a pivotal role in the effective implementation of the provisions at the workplace. A general list of duties of the Committee is enumerated as follows:

- Implementation of the Anti-Sexual Harassment Policy at the workplace
- Submit an Annual Report (Including details like the number of case files at their disposal, etc.)
- Bring about awareness about what comprises 'sexual harassment' at the workplace by way of workshops, posters, documents, notices, seminars, etc.
- Publicize the policy framework effectively
- Provide the victims with a safe and accessible mechanism of complaint
- Initiation of inquiry at the earliest
- Redress the complaints in a judicious manner
- Provide interim relief to the complainant
- Provide an opportunity for conciliation wherever possible
- Stick to the principles of natural justice at all stages of the proceedings
- Whenever required, forward the complaint to the police
- Submit the inquiry report along with recommendations
- Maintain confidentiality in regard to the proceedings taking place before the Committee

Know when Filed Against the Recommendations of the ICC an Appeal can be

The complainant, as well as the respondent, has the right to file an appeal before the Court or Tribunal against the recommendations of the Internal Complaints Committee within a period of 90 days.

They can take this step in the following circumstances: –

- Recommendations made by the Committee under Section 13(2) i.e. when the allegations have not been proved and no action is to be taken.

- Recommendations made under Section 13(3) i.e. when the allegation has been proved and action is to be taken.
- Recommendations made under Section 14 i.e. when a malicious complaint or false evidence has been found and action is to be taken against it.
- Recommendations made under Section 17 i.e. when the penalty has been imposed for publishing confidential information.

Consequences of Non-compliance with the Provisions under the POSH Act

As the POSH Act is legally binding on all organizations, not abiding with the provisions leads to far-reaching consequences.

The employer is bound by certain mandatory obligations and one of them is constituting an Internal Complaints Committee. In case of failure to do so, the Act imposes a penalty of 50,000 rupees.

If in case there is a repetition of the same offence it would attract double penalty that is, 100,000 rupees and at times may even lead to deregistration or revocation of the license of the concerned organization.

Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway

Meeting of ICC

Session-2017-18

Meeting Notice

Following members are hereby informed to remain present for the meeting on Monday Date
12.08.2017 at 1:00 pm in Zoology Department.

1. Dr. Y. B. Gandole



2. Dr. A. Chinchamalpure



3. Dr. A. G. Naranje



4. Dr. Dipak Shrungare



5. Ku. S. V. Mahalle

S.V. Mahalle.

Date : 12.08.2017



ICC In-Charge



PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

**Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway**

Session-2017-18

Minutes of Meeting

Meeting of ICC was organized on 12th August, 2017 at 1:00 pm in Zoology Department.

Five Members were present for the meeting and the following are the minutes of the meeting.

The program will be organized on Friday dated 9th April, 2018.

One Day Workshop will organize on topic "Women Protection and laws".

The meeting was ended with vote of thanks.



ICC-In-Charge

Note:- In this session 2017-18 No complaint was not registered



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Session-2018-19

Anti-sexual Harassment Committee

Meeting Notice

Following members are hereby informed to remain present for the meeting on Monday Date
20.10.2018 at 1:00 pm in Zoology Department.

1. Dr. Y. B. Gandole 
2. Dr. A. Chinchamalpure 
3. Dr. A. G. Naranje 
4. Dr. Dipak Shrugare 
5. Ku. S. V. Mahalle S.V. Mahalle.

Date: 20.10.2018



ICC In-Charge


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DHAMANGAON Rly.

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Railway

Session-2018-19

Anti-sexual Harassment Committee

Minutes of Meeting

Meeting of ICC was organized on 20.10.2018 at 1:00 pm in Zoology Department. Five Members were present for the meeting and the following are the minutes of the meeting.

- 1) The program will be organized on Friday dated 9th April, 2021.
- 2) One Day Workshop will organize on topic 'Women Protection and laws.
- 4) About the Program:

Information was given about program on Women Protection and laws was organized on 9th April, 2021 in IQAC Office. Chairman summarized the report and express satisfactory remark.

The meeting was ended with vote of thanks.

Date: 20.10.2018


ICC In-Charge


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Birla Commerce Mahavidyalaya
DHAMANGAON Pky.

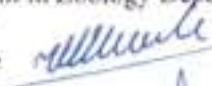
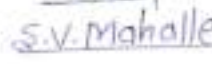
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Session-2019-20

Anti-sexual Harassment Committee

Meeting Notice

Following members are hereby informed to remain present for the meeting on Friday, Date
12.12.2019 at 1:00 pm in Zoology Department.

1. Dr. Y. B. Gandole 
2. Dr. A. Chinchamatpure 
3. Dr. A. G. Naranje 
4. Dr. Dipak Shrugare 
5. Ku. S. V. Mahalle 

Date: 12.12.2019



ICE In-Charge


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Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

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Railway

Session-2019-20

Anti-sexual Harassment Committee

Minutes of Meeting

Meeting of ICC was organized on 12.12.2019 at 1:00 pm in Zoology Department.

Six Members were present for the meeting and the following are the minutes of the meeting.

- 1) The program will be organized on Wednesday dated 12th February, 2020.
- 2) The program will organize on topic "Women Violence like Acid Attack and Unexpected Abuse
- 3) The program will be organized on 12th February, 2020,
- 4) About the Program:

Information was given about program on Women Violence like Acid Attack and Unexpected Abuse which was organized on 12 February, 2020 in college campus. Ad Jayashri Kute and Miss Kishori Katole (Counselor) guided on this occasion. Chairman summarized the report an express satisfactory remark

The meeting was ended with vote of thanks

Date:


ICC In-Charge

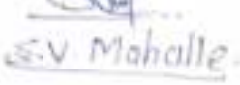

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Anti-sexual Harassment Committee

Meeting Notice

The following members are hereby informed to remain present for the meeting on Date
05/02/2019 at 1:00 pm in Zoology Department.

1. Dr. Y. B. Gandole 
2. Dr. A. Chinchamalpure 
3. Dr. A. G. Naranje 
4. Dr. Dipak Shringare 
5. Ku. S. V. Mahalle 

Date: 04/02/2019


ICC In-Charge


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DHAMANGAON Rly.

**Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway**

Session-2019-20

Anti-sexual Harassment Committee

Minutes of Meeting

Meeting of ICC was organized on 12.12.2019 at 1:00 pm in Zoology Department.

Six Members were present for the meeting and the following are the minutes of the meeting.

- 1) The program will be organized on Wednesday dated 12th February, 2020.
- 2) The program will organize on topic "Women Violence like Acid Attack and Unexpected Abuse
- 3) The program will be organized on 12th February, 2020,

The meeting was ended with vote of thanks

Date:


ICC In-Charge


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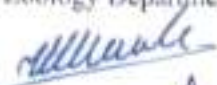
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Session-2020-21

Anti-sexual Harassment Committee

Meeting Notice

The following members are hereby informed to remain present for the meeting on Date
05/12/20 at 1:00 pm in Zoology Department.

1. Dr. Y. B. Gandole 
2. Dr. A. Chinchamatpure 
3. Dr. A. G. Naranje 
4. Dr. Dipak Shrugare 
5. Ku. S. V. Mahalle 

Date: 04/12/20


ICC In-Charge

**Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway**

Session-2020-21

Anti-sexual Harassment Committee

Minutes of Meeting

Meeting of ICC was organized on 5th February, 2021 at 1:00 pm in Zoology Department. Seven Members were present for the meeting and the following are the minutes of the meeting

- 1) All members to decide One Day Workshop on 8th March, 2019 on the occasion of 'World Womens Day'.
- 2) This Workshop must be in two Sessions
- 3) To decide Chief Guest and resource person for this Workshop.

The meeting was ended with vote of thanks

Date:


ICC In-Charge

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Session-2021-2022

Anti-Sexual Harassment Committee

Minutes of Meeting

A Meeting of ICC was organized on 10.12.2021 at 1:00 pm in Zoology Department. Seven Members were present for the meeting and the following are the minutes of the meeting.

- 1) The program will be organized in collaboration with Junior College and Women & Child Co-Pradhikaran
- 2) The program will organize on the topic "Women Violence And Laws.
- 3) The program will be organized on 7th December 2017.



ICC In-Charge

1. Implementation of guidelines of statutory/ regulatory bodies

DRAFT

UNIVERSITY GRANTS COMMISSION
RAHADURSHAH ZAFAR MARG
NEW DELHI - 110 002

NOT 1-16/2007 (CIPP/JI)
April, 2009

UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009

In exercise of the powers conferred by Clause (g) of Sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely:-

1. **Title, commencement and applicability:-**
 - 1.1. These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".
 - 1.2. They shall come into force with immediate effect.
 - 1.3. They shall apply to all the universities established or incorporated by or under a Central Act, a Provincial Act or a State Act, in all institutions deemed to be university under Section 3 of the UGC Act, 1956, in all other higher educational institutions, including the departments, constituent units and all the premises (academic, residential, sports, canteen, etc) of such universities, deemed universities and other higher educational institutions, whether located within the campus or outside, and to all means of transportation of students whether public or private.
2. **Objectives:-**

To root out ragging in all its forms from universities, colleges and other educational institutions in the country by prohibiting it by law, preventing its recurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.
3. **Definitions:-** For the purposes of these Regulations:-
 - 3.1. "college" means any institution, whether known as such or by any other name, which provides for a programme of study beyond 12 years of schooling for obtaining qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification.

1

- 3.2 "Head of the institution" means the 'Vice-Chancellor' in case of a university/deemed to be university, 'Principal' in case of a college, 'Director' in case of an institute.
- 3.3 "Institution" means a higher educational institution (HEI), like a university, a college, an institute, etc. imparting higher education beyond 12 years of schooling leading to a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
- 3.4 "Ragging" means the following:
Any conduct whether by words spoken or written or by an act which has the effect of teasing, tormenting or harrasing with rudeness any other student, indulging in crude or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher in a junior student or making the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.
- 3.5 "Statutory/Regulatory body" means a body so constituted by a Central/State Government legislation for setting and maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
- 3.6 "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, an institution deemed to be university under Section 3 of the UGC Act, 1956, or an institution specially empowered by an Act of Parliament to confer or grant degrees.

4. Punishable ingredients of Ragging:-

- Absentment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of decency and morals through ragging;
- Injury to body, causing harm or grievous harm;
- Wrongful restraint;
- Wrongful confinement;
- Use of criminal force;
- Assault as well as sexual offences or unnatural offences;
- Extortion;
- Criminal trespass;
- Offences against property;
- Criminal intimidation;

- Attempts to commit any or all of the above mentioned offences against the victim(s);
- Physical or psychological humiliation;
- All other offences following from the definition of "Ragging".

5. Measures for prohibition of ragging at the institution level:-

- 5.1 The institution shall strictly observe the provisions of the Act of the Central Government and the State Governments, if any, or if enacted, considering ragging as a cognizable offence under the law on a par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ST, and prohibiting ragging in all its forms in all institutions.
- 5.2 Ragging in all its forms shall be totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc) whether located within the campus or outside and in all means of transportation of students whether public or private.
- 5.3 The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.

6. Measures for prevention of ragging at the institution level:-

6.1 Before admissions:-

- 6.1.1 The advertisement for admissions shall clearly mention that ragging is totally banned in the institution, and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately (for punishments, ref. section 8 below).
- 6.1.2 The brochure of admission/instruction booklet for candidates shall print in block letters these Regulations in full (including Annexures).
- 6.1.3 The 'Prospectus' and other admission related documents shall incorporate all directions of the Supreme Court and /or the Central or State Governments as applicable, so that the candidates and their parents' guardians are sensitized in respect of the prohibition and consequences of ragging. If the institution is an affiliating university, it shall make it mandatory for the institutions under it to compulsorily incorporate such information in their 'Prospectus'.
- 6.1.4 The application form for admission/ enrolment shall have a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the applicant (English version given in Annexure I, Part I), to be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and to the effect that he/she has not been expelled and/or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.

- 6.1.5 The application form shall also contain a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the parent/ guardian (English version given in Annexure I, Part II), to be signed by the parent/ guardian of the applicant to the effect that he/ she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/ her ward in case the latter is found guilty of ragging and/or abetting ragging.
- 6.1.6 The application for admission shall be accompanied by a document in the form of the School Leaving Certificate/Transfer Certificate/ Migration Certificate/ Character Certificate which shall include a report on the behavioral pattern of the applicant, so that the institution can thereafter keep intense watch upon a student who has a negative entry in this regard.
- 6.1.7 A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure I (both Parts) along with his/ her application for hostel accommodation.
- 6.1.8 At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.
- 6.1.9 To make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, big posters (preferably multicolored with different colours for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
- 6.1.10 The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- 6.1.11 The institution shall identify, properly illuminate and man all vulnerable locations.
- 6.1.12 The institution shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
- 6.1.13 The institution shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, leaflets, seminars, street plays, etc.
- 6.1.14 The faculties/ departments/ units of the institution shall have induction arrangements (including those which anticipate, identify

and plan to meet any special needs of any specific section of students) in place well in advance of the beginning of the academic year with a clear sense of the main aims and objectives of the induction process.

6.2 On admission:-

- 6.2.1 Every fresh student admitted to the institution shall be given a printed leaflet detailing when and to whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committees, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc., so that the fresher need not look up to the seniors for help in such matters and get indebted to them and start doing things, right or wrong, at their behest. Such a step will reduce the freshers' dependence on their seniors.
- 6.2.2 The institution through the leaflet mentioned above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.
- 6.2.3 The leaflet mentioned above shall also inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
- 6.2.4 The leaflet mentioned above shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.
- 6.2.5 The institution shall also organize joint sensitization programmes of 'freshers' and seniors.
- 6.2.6 Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.

6.3 At the end of the academic year:-

- 6.3.1 At the end of every academic year the Vice-Chancellor/ Dean of Students Welfare/ Director/ Principal shall send a letter to the parents/ guardians of the students who are completing the first year informing them about the law regarding ragging and the punishments, and appealing to them to impress upon their wards to desist from indulging in ragging when they come back at the beginning of the next academic session.
- 6.3.2 At the end of every academic year the institution shall form a 'Mentoring Cell' consisting of Mentors for the succeeding academic year. There shall be as many levels or tiers of Mentors as

the number of batches in the institution, at the rate of 1 Mentor for 6 freshers and 1 Mentor of a higher level for 6 Mentors of the lower level.

6.4 Setting up of Committees and their functions:-

- 6.4.1 The Anti-Ragging Committee:- The Anti-Ragging Committee shall be headed by the Head of the institution and shall consist of representatives of faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the anti-ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.
- 6.4.2 The Anti-Ragging Squad:- The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the said Committee.
- 6.4.3 Monitoring Cell on Ragging:- If the institution is an affiliating university, it shall have a Monitoring Cell on Ragging to coordinate with the institutions affiliated to it by calling for reports from the Heads of such institutions regarding the activities of the Anti-Ragging Committees, Squads, and Mentoring Cells, regarding compliance with the instructions on conducting orientation programmes, counseling sessions, etc., and regarding the incidents of ragging, the problems faced by wardens and other officials, etc. This Cell shall also review the efforts made by such institutions to publicize anti-ragging measures, cross-verify the receipt of undertakings from candidates/students and their parents/guardians every year, and shall be the prime mover for initiating action by the university authorities to suitably amend the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti ragging measures at the level of the institution.

6.5 Other measures:-

- 6.5.1 The Annexures mentioned in sub-clauses 6.1.4, 6.1.5 and 6.1.7 of these Regulations shall be furnished at the beginning of each academic year by every student, that is, by freshers as well as seniors.

- 6.5.2 The institution shall arrange for regular and periodic psychological counseling and orientation for students (for freshers separately, as well as jointly with seniors) by professional counselors during the first three months of the new academic year. This shall be done at the institution and department/ course levels. Parents and teachers shall also be involved in such sessions.
- 6.5.3 Apart from placing posters mentioned in sub-clause 6.1.9 above at strategic places, the institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, by holding counseling sessions, workshops, painting and design competitions among students and other methods as it deems fit.
- 6.5.4 If the institution has H.Ed. and other Teacher training programmes, these courses shall be mandated to provide for anti-ragging and the relevant human rights appreciation inputs, as well as topics on sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counseling approach.
- 6.5.5 Wardens shall be appointed as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline, as well as the softer skills of counseling and communicating with the youth outside the class-room situations. Wardens shall be accessible at all hours and shall be provided with mobile phones. The institution shall review and suitably enhance the powers and perquisites of Wardens and authorities involved in curbing the menace of ragging.
- 6.5.6 The security personnel posted in hostels shall be under the direct control of the Wardens and assessed by them.
- 6.5.7 Private commercially managed lodges and hostels shall be registered with the local police authorities, and this shall be done necessarily on the recommendation of the Head of the institution. Local police, local administration and the institutional authorities shall ensure vigil on incidents that may come within the definition of ragging and shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within the campus. Managements of such private hostels shall be responsible for not reporting cases of ragging in their premises.
- 6.5.8 The Head of the institution shall take immediate action on receipt of the recommendations of the Anti-Ragging Squad. He/ She shall also take action suo motu if the circumstances so warrant.
- 6.5.9 Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.
- 6.5.10 Anonymous random surveys shall be conducted across the 1st year batch of freshers every fortnight during the first three months of the academic year to verify and cross-check whether the campus is indeed free of ragging or not. The institution may design its own methodology of conducting such surveys.

- 6.5.11 The burden of proof shall lie on the perpetrator of ragging and not on the victim.
- 6.5.12 The institution shall file an FIR with the police / local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/ local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.
- 6.5.13 The Migration / Transfer Certificate issued to the student by the institution shall have an entry, apart from those relating to general conduct and behaviour, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.
- 6.5.14 Preventing or acting against ragging shall be the collective responsibility of all levels and sections of authorities or functionaries in the institution, including faculty, and not merely that of the specific body/ committee constituted for prevention of ragging.
- 6.5.15 The Heads of institutions other than universities shall submit weekly reports to the Vice-chancellor of the university the institution is affiliated to or recognized by, during the first three months of new academic year and thereafter each month on the status of compliance with anti-ragging measures. The Vice Chancellor of each university shall submit fortnightly reports of the university, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the Chancellor.
- 6.5.16 Access to mobile phones and public phones shall be unrestricted in hostels and campuses, except in class-rooms, seminar halls, library etc. where jammers shall be installed to restrict the use of mobile phones.

6.6 Measures for encouraging healthy interaction between freshers and seniors:-

- 6.6.1 The institution shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the freshers and senior students.
- 6.6.2 Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.
- 6.6.3 The institution shall enhance the student-faculty interaction by involving the students in all matters of the institution, except those relating to the actual processes of evaluation and of faculty appointments, so that the students shall feel that they are responsible partners in managing the

affairs of the institution and consequently the credit due to the institution for good work/ performance is due to them as well.

7. Measures at the UGC/ Statutory/ Regulatory body level:-

7.1 Regulatory measures:-

- 7.1.1 The UGC and other Statutory /Regulatory bodies shall make it mandatory for the institutions to compulsorily incorporate in their 'Prospectus' the directions of the Supreme Court and/or the Central or State Governments with regard to prohibition and consequences of ragging, and that non-compliance with the directives against ragging in any manner whatsoever shall be considered as lowering of academic standards by the erring institution making it liable for appropriate action.
- 7.1.2 The UGC (including NAAC and UGC Expert Committees visiting institutions for various purposes) and similar Committees of other Statutory/Regulatory bodies shall cross-verify that the institutions strictly comply with the requirement of getting the undertakings from the students and their parents/ guardians as envisaged under these Regulations.
- 7.1.3 The UGC and other funding bodies shall make it one of the conditions in the Utilization Certificate for sanctioning any financial assistance or aid to the institution under any of the general or special schemes that the institution has strictly complied with the anti-ragging measures and has a blemish-less record in terms of there being no incidents of ragging during the period pertaining to the Utilization Certificate.
- 7.1.4 The NAAC and other accrediting bodies shall factor in any incident of ragging in the institution while assessing the institution in different grades.

7.2 Incentives for curbing ragging:-

- 7.2.1 The UGC shall consider providing special/ additional annual financial grants-in-aid to those eligible institutions which report a blemish-less record in terms of there being no incidents of ragging.
- 7.2.2 The UGC shall also consider instituting another category of financial awards or incentives for those eligible institutions which take stringent action against those responsible for incidents of ragging.
- 7.2.3 The UGC shall lay down the necessary incentive for the post of Warden in order to attract the right type of eligible candidates, and motivate the incumbents.

7.3 Monitoring mechanism to ensure compliance:-

Apart from the monitoring mechanism built in under different sub-clauses of these Regulations, there shall also be the following monitoring mechanism:

7.3.1 The UGC shall constitute an Inter-Council Committee for prevention of Ragging consisting of representatives of the AICTE, the IITs, the NITs, the IIMs, the MCI, the DCI, the NCI, the ICAR and such other bodies which have to deal with higher education to coordinate and monitor the anti-ragging movement across the country and to make certain policy decisions. The said Committee shall meet at least twice a year in the normal course.

7.3.2 The UGC shall also have an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State level and university level Committees for effective implementation of anti-ragging measures.

8 Punishments:-

8.1 At the institution level:-

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- 8.1.1 Suspension from attending classes and academic privileges
- 8.1.2 Withholding/ withdrawing scholarship/ fellowship and other benefits
- 8.1.3 Debarring from appearing in any test/ examination or other evaluation process
- 8.1.4 Withholding results
- 8.1.5 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- 8.1.6 Suspension/ expulsion from the hostel
- 8.1.7 Cancellation of admission
- 8.1.8 Rustication from the institution for period ranging from 1 to 4 semesters
- 8.1.9 Expulsion from the institution and consequent debarring from admission to any other institution for a specified period
- 8.1.10 Fine ranging between Rupees 25,000/- and Rupees 1 lakh
- 8.1.11 Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

8.2 At the university level in respect of institutions under it:-

If an institution under a university (being constituent of, affiliated to or recognized by it) fails to comply with any of the provisions of these Regulations

and fails to curb ragging effectively, the university may impose any one or any combination of the following penalties on it:

- 8.2.1 Withdrawal of affiliation/ recognition or other privileges conferred on it
- 8.2.2 Prohibiting such institution from presenting any students then undergoing any programme of study therein for the award of any degree/diploma of the university
- 8.2.3 Withholding grants allocated to it by the university, if any
- 8.2.4 Withholding any grants channelised through the university to the institution
- 8.2.5 Any other appropriate penalty within the powers of the university.

8.3 At the appointing authority level:-

The authorities of the institution, particularly the Head of the institution, shall be responsible to ensure that no incident of ragging takes place in the institution. In case any incident of ragging takes place, the Head shall take prompt and appropriate action against the person(s) whose dereliction of duty lead to the incident. The authority designated to appoint the Head shall, in its turn, take prompt and appropriate action against the Head.

8.4 At the UGC/Statutory/Regulatory body level:-

If an institution fails to curb ragging, the UGC/Statutory/Regulatory body concerned may impose any one or any combination of the following penalties on it:

- 8.4.1 Delisting the institution from section 12B of the UGC Act or any similar provision in the Act of the Statutory/Regulatory body concerned
- 8.4.2 Withholding any grants allocated to it
- 8.4.3 Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the UGC/Statutory/Regulatory body concerned
- 8.4.4 Declaring that the institution does not have the minimum academic standards and warning the potential candidates for admission accordingly through public notice and posting on the UGC Website/ Website of the Statutory/Regulatory body concerned.
- 8.4.5 Taking such other action within its powers as it may deem fit and impose such other penalties as provided till such time as the institution achieves the objective of curbing ragging.
- 8.4.6 Collaborating with one another to work out other possible deterrents.



University Grant Commission

Decisions agreed upon in the Central Inter-Council/Statutory Bodies, State Councils of Higher Education and Education Secretary of State Government in the meeting held 13th April, 2009 in UGC, New Delhi.

The following were present:-

UGC

Prof. Sukhdeo Thorat, Chairman

In Chair

Dr. R. K. Chauhan, Secretary

Dr. C. S. Meena, JS (CPP-II)

Shri V. K. Jaiswal, US (CPP-II)

Members of the UGC Committee for preparation of Regulations:-

Prof. K. P. S. Umm

Dr. R. P. Gangurde

Prof. Virbala Aggarwal

Representatives of the Statutory Councils:

Medical Council Of India

National Council of Teacher Education

Indian Council of Agricultural Research

Distant Educational Council

Dental Council of India

Pharmacy Council of India

Bar Council of India

Representative of the State Governments:-

A.P. Council of Higher Education

H.P. Government

Punjab Government

U.P. Government

Following decisions were taken:-

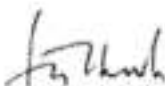
- The participants discussed the Draft Regulations for Prevention of Ragging and made various suggestions. Most of the suggestions were agreed and it was decided that these suggestions would be incorporated in the Regulations after taking into account the legal provisions. The UGC expert committee may do the same preferably by 20th April, 2009.
- The various Councils generally agreed with draft Regulations and decided that they would frame their Regulations taking the UGC Regulations as the base and only add some additional provisions to address the specific issues peculiar to each one of them.



- c) The Council agreed that they will make effort to finalize their Regulations latest by the end of May duly approved by their respective statutory bodies.
- d) The members agreed to constitute an Inter-Council Committee for prevention of Ragging to address the issue relating to ragging which are of national importance and to sort out the issue of overlapping and cross cutting issues. The Committee will meet at least twice a year.
- e) The UGC will finalize the Regulations by next week and send to various councils for follow up action at their end. These will also be placed on the UGC Website for the convenience of the Councils.
- f) The UGC would get the approval of the Commission by circulation, which is expected by the end of April, 2009.
- g) The participants discussed the Monitoring mechanism proposed by EdCIL and the presentation made by Prof. Raj Kachroo. The Ed.Cil was requested to finalize the same duly approved by the Ministry of HRD urgently so that the mechanism could also be brought to the notice of Universities and colleges along with these Regulations. The Ed. Cil would sent the communication to all the statutory bodies/councils for the monitoring mechanism agreed by it.
- h) These Regulations would be in place before the commencement of the next academic year in June 2009.

The meeting ended with a vote of thanks to the Chair


(R. K. CHAUHAN)
13.11.2008


(SUKHADEO THORAT)

7. Sh. S.K.Mitra
Deputy Secretary (Education)
Indian Council of Agricultural Research, Krishi Bhavan
Dr. Rajendra Prasad Road, New Delhi-110114
Phone 25848033, Sijukmitra@gmail.com

8. Dr. S.S.Bisht
CSO
Indira Gandhi National Open University
New Delhi-110068
Phone: 9868106047, 29533237, 29572121 (O)

9. Sh. D. Singh
Director
EdCIL, India Ltd., Noida
Phone- 0120-2512008, 9971409065

State Council of Higher Education

1. Prof. K.C.Reddy
Chairman
Andhra Pradesh State Council of Hr. Education
Opposite Mahavir Hospital
Masab Tank, Hyderabad-500028
Phone 9866726222, 040- 23417030

State Education Secretary

1. Dr. Narinder Dhillon
DPI College, Punjab
Phone- 0172-2703549, 9814085651
2. Shri P.C.Dhiman
Secretary (Education Dept)
Govt. of Himachal Pradesh
H.P. Secretariat, Shimla-171002
3. Sh. Prabhat Sinha
Spl. Secretary
Dept. of Higher Education
Govt. of U.P., Lucknow
Phone- 09415171471, 0522-2238601

College

4. Dr. Vijay Shanker
Principal
Govt. P.G.College, Badalpur
GB Nagar, U.P.
Phone: 9873885480
Shankerlji@yahoo.co.in

Professional Councils

1. Dr. Prem Kumar,
Additional Secretary
Medical Council of India
Pocket- 14, Sector-8
Dwarka Phase-I
New Delhi-110077
2. Prof. SVS Choudhary
Vice Chairman
National Council for Teacher Education
Hans Bhawan, Wing II,
1, Bahadursha Zafar Marg
New Delhi-110002
3. Shri C.L. Bhatia
Consultant
Dental Council of India/Aliwan E Galib Marg
Kotla Road
Temple Lane
New Delhi-110002
4. Shri Shiv Kumar
Section Officer
Dental Council of India/Aliwan E Galib Marg
Kotla Road
Temple Lane
New Delhi-110002
5. Ms Archana Mudgal
Pharmacy Council of India
Kotla Road, Aliwan E Galib Marg
New Delhi-110002
Phone 23239184
6. Sh. J.R. Sharma
Joint Secretary
Bar Council of India
21, Rouse Avenue, Institutional Area
New Delhi-110002

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110002

F.1-16/2007(CPP-II)

List of participants of meeting of UGC Expert Committee on Regulation to curb the menace of ragging in Higher Educational Institutions-2009 held in UGC Office, New Delhi on 13.4.2009 with State/UT Higher Education Secretary, Professional Councils, State Council of Higher Education

Members UGC Expert Committee

1. Prof. KPS Unny
Former Registrar, JNU, Brindavan
New DP office, West Yakkara Road
Palakkad-678014 (Kerala)
Phone 09895865526, kpsunns79@gmail.com
2. Prof. Vibhala Aggarwal
H.P. Univ.
Shimla-171005
Phone 09418168234
3. Dr. R.P. Gangrade,
Former Addl. Secretary, UGC
C-13/26, Sector 38, Kendriya Vihar
Noida, New Mumbai-407006
4. Prof. M.Z. Khan
UGC Consultant
B-59, City Apartments
Vasundhara Enclave
Delhi-110096

Special invitee

Special Invitee

Mr. Raj Kachoo
Aman Movement

Present (UGC)

1. Prof. S.K. Thorat, Chairman, UGC
2. Dr. R.K. Chaudhri, Secretary, UGC
3. Dr. C.S. Meena, Joint Secretary, UGC
4. Sh. A.N. Sharma, Deputy Secretary UGC
5. Sh. V.K. Jaiswal, Under Secretary, UGC
6. Smt. Lalitika Ganesan, S.O., UGC

FORMATION OF ANTI-RAGGING COMMITTEE FOR YEAR 2017-18

Anti-ragging committee has been constituted for taking suitable measures to resolve issue in the college premises/Hostels/Canteen / Transport Bus for the academic year 2017-18.

The Committee Members are as follows: (2017-18)

Sr.	Name of Members	Designation	Contact No.	Responsibility	E-Mail ID
1	Dr. Y. B. Gandole	Principal	9421737928	Chairman	Amvdmn2010@gmail.com
2	Dr. A. Chinchmalaspure	Di., Ph. Ed.	9970931938	Member Secretary	
3	Dr. A. G. Naranje	Head, Dept. of Comm.	9579346013	Member	
4	Dr. Dipak Shringare	Head, Dept. of Eco.	9423608667	Member	
5	Ku. S. V. Mahalle	Student		Student	
6	Ku. S. R. Deshpande	Student		Student	

The Committee will meet once in month to discuss & review the situation and initiate effective measures against the report given by the Anti-Ragging Committee.

FORMATION OF ANTI-RAGGING COMMITTEE FOR YEAR 2018-19

Anti-ragging committee has been constituted for taking suitable measures to resolve issue in the college premises/Hostels/Canteen / Transport Bus for the academic year 2018-19.

The Committee Members are as follows:

Sr.	Name of Members	Designation	Contact No.	Responsibility	E-Mail ID
1	Dr. Y. B. Gandole	Principal	9421737928	Chairman	Amvdmn2010@gmail.com
2	Dr. A. Chinchmalaspure	Di., Ph. Ed.	9970931938	Member Secretary	
3	Dr. A. G. Naranje	Head, Dept. of Comm.	9579346013	Member	
4	Dr. Dipak Shringare	Head, Dept. of Eco.	9423608667	Member	
5	Ku. M. S. Mokati	Student		Student	
6	Ku. P. R. Dable	Student		Student	

The Committee will meet once in month to discuss & review the situation and initiate effective measures against the report given by the Anti-Ragging Committee.

FORMATION OF ANTI-RAGGING COMMITTEE FOR YEAR 2019-20

Anti-ragging committee has been constituted for taking suitable measures to resolve issue in the college premises/Hostels/Canteen / Transport Bus for the academic year 2019-20.

The Committee Members are as follows:

Sr.	Name of Members	Designation	Contact No.	Responsibility	E-Mail ID
1	Dr. Y. B. Gandole	Principal	9421737928	Chairman	Amvdmn2010@gmail.com
2	Dr. A. Chinchamalapur	Di., Ph. Ed.	9970931938	Member Secretary	
3	Dr. A. G. Naranje	Head, Dept. of Comm.	9579346013	Member	
4	Dr. Dipak Shringare	Head, Dept. of Eco.	9423608667	Member	
5	Ku.S.F.Kaiser	Student		Student	
6	Ku.P. V. Rathi	Student		Student	

The Committee will meet once in month to discuss & review the situation and initiate effective measures against the report given by the Anti-Ragging Committee.

FORMATION OF ANTI-RAGGING COMMITTEE FOR YEAR 2020-21

Anti-ragging committee has been constituted for taking suitable measures to resolve issue in the college premises/Hostels/Canteen / Transport Bus for the academic year 2020-21.

The Committee Members are as follows:

Sr.	Name of Members	Designation	Contact No.	Responsibility	E-Mail ID
1	Dr. Y. B. Gandole	Principal	9421737928	Chairman	Amvdmn2010@gmail.com
2	Dr. A. Chinchamalapur	Di., Ph. Ed.	9970931938	Member Secretary	
3	Dr. A. G. Naranje	Head, Dept. of Comm.	9579346013	Member	
4	Dr. Dipak Shringare	Head, Dept. of Eco.	9423608667	Member	
5	Ku. Pradnya Wasnik	Student		Student	
6	Ku. Pratiksha Wakil	Student		Student	

The Committee will meet once in month to discuss & review the situation and initiate effective measures against the report given by the Anti-Ragging Committee.

FORMATION OF ANTI-RAGGING COMMITTEE FOR YEAR 2021-22

Anti-ragging committee has been constituted for taking suitable measures to resolve issue in the college premises/Hostels/Canteen / Transport Bus for the academic year 2021-22.

The Committee Members are as follows:

Sr.	Name of Members	Designation	Contact No.	Responsibility	E-Mail ID
1	Dr. V. B. Gandole	Principal	9421737928	Chairman	Amvdma2010@gmail.com
2	Dr. A. Chinchmalatpure	Di., Ph. Ed.	9970931938	Member Secretary	
3	Dr. A. G. Naranje	Head, Dept. of Comm.	9579346013	Member	
4	Dr. Dipak Shringare	Head, Dept. of Eco.	9423608667	Member	
5	Gayatri Pradip Nikam	Student		Student	
6	Gayatri P. Bante	Student		Student	

The Committee will meet once in month to discuss & review the situation and initiate effective measures against the report given by the Anti-Ragging Committee.

ANTI-RAGGING COMMITTEE

Anti-Ragging committee should be the one of the important part of Educational Institution's mechanism. As per the guidelines of (UGC) under the Act of 1956, this is modified as UGC regulations on curbing the menace of ragging in Higher Educational Institutions. 2009 establishment of Anti-Ragging Committee is very compulsory.

Objectives of Anti- ragging Committee

Anti-ragging Committee will be the supervisory and advisory committee in preserving a culture of Ragging free Environment in the college campus. The main objectives of this cell are as follows.

1. To aware the students of dehumanizing effect of ragging inherent in its perversity.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence.
3. Too promptly and stringently deal with the incidents of ragging brought to our notice.
4. To generate an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated any act of ragging shall not go unnoticed and unpunished.

5. Any act of Physical abuse causing Assault, Harm or danger to Health.
6. Any Act of abuse by spoken words, emails, SMS or public insult etc.
7. Any act of injury or infringement of the fundamental right to the human dignity.
8. Any act of wrongful confinement, kidnapping, molesting or committing unnatural offences, use of criminal forces, trespass or intimidation.
9. Any unlawful assembly or conspiracy to ragging.

Punishment to those found guilty

Any student or group of students found guilty of ragging in the campus or even outside the campus shall be liable to one or more of the following punishments.

1. Debarring from appearing in any sessional test / university Examination.
2. Suspension from attending classes and academic privileges.
3. Withdrawing scholarships and other benefits.
4. Suspension from the college.
5. Cancellation of the admission.
6. With holding the result.


 IQAC Co-ordinator
 Adarsha Sci. J. B. Arts and
 Birla Commerce College
 Dhamangaon Raipur


 PRINCIPAL
 Adarsha Science,
 Jaihindas Bhagchand Arts
 Birla Commerce Mahavidyalaya
 DHAMANGAON Rly.

PROFORMA

COMPLAINTS DETAILS

Name of Complainant:

Class :

Department :

Nature of Ragging /complaint :

Undertaking,

I here declare that the information furnished above by me is true and accurate. Further, I understand that disciplinary action can be taken against me if the above allegations are found incorrect or malicious.

Signature of the Complainant

Date:

Link for Complaint: <https://forms.gle/GU9PM1jZrWupPVpx6>


IQAC Co-ordinator
Adarsha Sci. J. B. Arts and
Birla Commerce College
Dhamangaon Railway


PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Ry.

ADARSHA SCIENCE, J. B. ARTS AND BIRLA COMMERCE MAHAVIDYALAYA,
DHAMANGAON RAILWAY

Anti-ragging Committee Notice

Any student can register their grievance regarding Anti-Ragging and concern regarding SC/ST discrimination and any kind of injustice, and avail themselves of proper solution for the discrimination they have experienced should be sent to the following email address proanand@gmail.com

The college has an Anti-Ragging committee. The members of the Anti-Ragging Committee are;

1. Dr. Y. B. Gandole

2. Dr. A. Chinchamalpure

3. Dr. A. G. Naranje

4. Dr. Dipak Shrungare

5. Ku. S. V. Mahalle

Anti-Ragging

1) Anti Ragging should be registered by the affected student on the above given address or in person by complaint given in writing.

2) Anonymous complaints will not be entertained, as it will not be possible to follow up the complaints.

3) UGC website www.ugc.ac.in mentioning regulation on curbing the menace of Ragging in Higher Educational Institutions 2009 (under sec 26(i)(g) of the UGC act 1956) New Delhi 02, 17 June 2009.

4) The definition of Ragging according to 3rd amendment in UGC regulation on 29th June 2016 is as follows "any act of the physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of color, race, religion, caste, ethnicity, gender (including transgender), Sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence, economic background"


Principal
Adarsha Science,
Jyotirasa Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

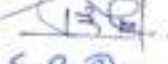
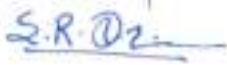
**ADARSHA SCIENCE, J. B. ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Session 2017-18

Notice

Following members are requested to attend the meeting of "Anti-Ragging Committee" on dated 24.07.2017 at 12.30 pm. in the Department of Physical Education to discuss the issues regarding Anti-Ragging.

Name of Members:

- 1) Dr. Y. B. Gandole 
- 2) Dr. Ajay Chinchamalpure 
- 3) Dr. A. G. Naranje 
- 4) Dr. Dipak Shringare 
- 5) Ku. S. R. Deshpande 

Date: 24.07.2017

Place: Dhamangaon Railway

Minutes of the Meeting

Anti-Ragging Committee meeting held on 24.07.2017 in the Department of Physical Education, list of the members present attached herewith.

- 1) It is decided to display the notice regarding Anti Ragging.
- 2) Call the complaint through mail address of Convener.
- 3) If complaint is there, then the call the meeting of committee for solving / proper solution to the registered complaints.

Meeting ended with vote of thanks.

Action Taken Report

- 1) Concern notice are displayed on various notice board & various prominent places.
- 2) E-mail address for registration of complaints is given.
- 3) No complaint is received on provided mail address or in person.


PRINCIPAL
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Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

**ADARSHA SCIENCE, J. B. ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Session 2018-19

Notice

Following members are requested to attend the meeting of "Anti-Ragging Committee" on dated 24.07.2018 at 12.30 p.m. in the Department of Physical Education to discuss the issues regarding Anti-Ragging.

Name of Members :

1) Dr. Y. B. Gandole

2) Dr. Ajay Chinchamalpure

3) Dr. A. G. Naranje

4) Dr. Dipak Shringare

5) Ku. P. R. Dable

Date: 24.07.2018

Place: Dhamangaon Railway

Minutes of the Meeting

Anti-Ragging Committee meeting held on 24.07.2017 in the Department of Physical Education, list of the members present attached herewith.

- 1) It is decided to display the notice regarding Anti Ragging.
- 2) Call the complaint through mail address of Convener.
- 3) If complaint is there, then the call the meeting of committee for solving / proper solution to the registered complaints.

Meeting ended with vote of thanks.

Action Taken Report

- 1) Concern notice are displayed on various notice board & various prominent places.
- 2) E-mail address for registration of complaints is given.
- 3) No complaint is received on provided mail address or in person.


PRINCIPAL
Adarsha Science,
Jyotiba Phule Arts and
Commerce Mahavidyalaya
DHAMANGAON Rly.

**ADARSHA SCIENCE, J. B. ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Session 2019-20

Notice

Following members are requested to attend the meeting of "Anti-Ragging Committee" on dated 24.07.2019 at 12.30 p.m. in the Department of Physical Education to discuss the issues regarding Anti-Ragging.

Name of Members :

- 1) Dr. Y. B. Gandole 
- 2) Dr. Ajay Chinchamalpure 
- 3) Dr. A. G. Naranje 
- 4) Dr. Dipak Shringare 
- 5) Ku. Parul Rathi 

Date: 24.07.2019

Place: Dhamangaon Railway

Minutes of the Meeting

Anti-Ragging Committee meeting held on 05.07.2018 in the Department of Physical Education, list of the members present attached herewith.

- 1) It is decided to display the notice regarding Anti Ragging.
- 2) Call the complaint through mail address of Convener.
- 3) If complaint is there, then the call the meeting of committee for solving / proper solution to the registered complaints.

Meeting ended with vote of thanks.

Action Taken Report

- 1) Concern notice are displayed on various notice board & various prominent places.
- 2) E-mail address for registration of complaints is given.
- 3) No complaint is received on provided mail address or in person.


PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

**ADARSHA SCIENCE, J. B. ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Session 2020-21

Notice

Following members are requested to attend the meeting of "Anti-Ragging Committee" on dated 24.07.2020 at 12.30 p.m. in the Department of Physical Education to discuss the issues regarding Anti-Ragging.

Name of Members :

1) Dr. Y. B. Gandole

2) Dr. Ajay Chinchamalature

3) Dr. A. G. Naranje

4) Dr. Dipak Shringare

5) Ku. Pratiksha Wakil

Date: 24.07.2020

Place: Dhamangaon Railway

Minutes of the Meeting

Anti-Ragging Committee meeting held on 24.07.2020 in the Department of Physical Education, list of the members present attached herewith.

- 1) It is decided to display the notice regarding Anti Ragging.
- 2) Call the complaint through mail address of Convener.
- 3) If complaint is there, then the call the meeting of committee for solving / proper solution to the registered complaints.

Meeting ended with vote of thanks.

Action Taken Report

- 1) Concern notice are displayed on various notice board & various prominent places.
- 2) E-mail address for registration of complaints is given.
- 3) No complaint is received on provided mail address or in person.


PRINCIPAL
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**ADARSHA SCIENCE, J. B. ARTS AND BIRLA COMMERCE
MAHAVIDYALAYA, DHAMANGAON RAILWAY**

Session 2021-22

Notice

Following members are requested to attend the meeting of "Anti-Ragging Committee" on dated 07.10.2021 at 12.30 pm. In the Department of Physical Education to discuss the issues regarding Anti-Ragging.

Name of Members :

1) Dr. Y. B. Gandole

2) Dr. Ajay Chinchamalpure

3) Dr. A. G. Naranje

4) Dr. Dipak Shringare

5) Ku. Gayatri Nikam

Date: 07.10.2021

Place: Dhamangaon Railway

Minutes of the Meeting

Anti-Ragging Committee meeting held on 07.10.2021 in the department of physical education, list of the members present attached herewith.

- 1) It is decided to display the notice regarding Anti Ragging.
- 2) Call the complaint through mail address of Convener.
- 3) If complaint is there, then the call the meeting of committee for solving / proper solution to the registered complaints.

Meeting ended with vote of thanks.

Action Taken Report

- 1) Concern notice are displayed on various notice board & various prominent places.
- 2) E-mail address for registration of complaints is given.
- 3) No complaint is received on provided mail address or in person.


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Anti-Ragging Committee Action Taken Annual Report – 2017-18

To prevent the menace of ragging and maintain healthy environment among students in the college campus ragging is strictly forbidden in or outside the college campus. Punishments at the Institution Level Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- Suspension from attending classes and academic privileges.

Debarring from representing the institution in any Regional, National or International meet, tournament, youth festival, etc.

- Cancellation of admission.

- Rustication from the institution for period ranging from 1 to 6 semesters.

Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.

Steps Taken to Curb Ragging

Ragging Complaint box is kept in the prominent place in the college.

HODS of all the departments were instructed to keep a strict vigil to curb ragging.

In the class committee meetings held twice in a semester the first year students were provided with an opportunity to voice out their opinion about 'ragging menace' in the campus. In academic year 2019-20 all the college students specially fresher's counseled by committee and give the information about Anti-ragging. Fresher are able to pursue their studies without getting teased, insulted or in any way troubled by the seniors in the name of an obsolete, barbaric ritual.

For this purpose, we conduct meeting twice in year. No ragging cases were found in this year.


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Anti-Ragging Committee

Action Taken Annual Report-2018-19

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Anti-Ragging Committee
Action Taken Annual Report-2019-20

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**ADARSHA SCIENCE J. B. ARTS AND BIRLA COMMERCE MAHAVIDYALAYA,
DHAMANGAON RAILWAY**

5.1.5. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases:

GRIEVANCE REDRESSAL CELL

Institutional Mechanism of Grievance Redressal

The College has various committees to take care of students' welfare and grievances.

- Grievance Redressal Cell
- Student Welfare & SQAC
- Students' Mentoring Cell
- Anti-Ragging Cell & Anti-Sexual Harassment Cell
- Internal Complaints Committee (As per Vishakha Guidelines)

These committees work individually as well as come together to achieve the following common objectives:

- Sensitize the students about the ragging
- Take measures for the prevention of any kind of Ragging related activities either within or outside the college
- Timely resolve the complaints, feedback and other grievances of the student's community
- Develop guidelines and norms for a policy against sexual harassment
- Develop principles and procedures for combating sexual harassment
- Work out details for the implementation of the policy.
- Prepare a detailed plan of actions, both short and long term.
- Organize gender sensitization awareness programmes

Complaint Box is placed prominently on campus where the students can drop their grievances, problems, concerns and suggestions.

Grievances are also discussed through various committees and appropriate steps are taken. The members of the concerned committees Cell meet generally in August, January and whenever required to review the complaints, if any and suggest appropriate modes of action. The college Discipline and code of conduct is maintained effectively through various committees and departments. Grievances related to examination conducted by the University are handled by the college through the departments as well as the office. The administrative staff has a smooth co-ordination and communication with university as well as students. This saves students time and efforts to visit the university regarding any such issues.

5.1.5. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases:

Institutional Policy Document for Grievance Redressal

GRIEVANCE REDRESSAL CELL (GRC)

PROCEDURE AND DIRECTIVES FOR FUNCTIONING

A. Objectives

Grievance Redressal Cell of the College is primarily responsible to resolve student related issues or problems. It is also responsible to bring accountability among all the stakeholders in order to maintain quality educational environment within the institute.

Following are the important objectives of GRC:

1. To develop a framework to resolve Grievance redressal of students and other stakeholders.
2. To facilitate students to express their grievances freely without any fear.
3. To have structured interaction with students to gather suggestions or grievances.
4. To identify system flaws and administrative obstructions through grievances and to resolve by bringing in the concerned unit in action.
5. To work in co-ordination with Anti-ragging and Anti-sexual harassment cells to maintain the discipline on campus
5. To work in co-ordination with Anti-ragging and Anti-sexual harassment cells to maintain the discipline on campus.

B. Role and Functions of GRC

The GRC shall exercise the following role and perform the following functions, namely

1. The primary function of this committee is to receive the grievances of the students on the suggestion boxes, Anti-ragging cell, SQAC, Mentoring cell or any other student forums of the college.
2. To hear the grievances of the students in person by giving opportunities, if required.
3. To assess the nature of all complaints/suggestions received relating to the grievances of the students and process them for an amicable solution.
4. To involve other cells/committees like Anti-ragging Cell and Anti-sexual harassment Cell, if the need arises. To hear all the concerned parties and settle grievances amicably, as early as possible.
5. To counsel the students whenever necessary to resolve their grievances. The GRC shall not discuss with any sub-judice grievances.
6. To prepare and submit the recommendations relating to the redressal of grievances to the concerned.
7. To consider and submit recommendations and suggestions in respect of reforms in the working of various sections/units/departments/cells of the College relating to the redressal of grievances of students. LEGE
8. To prepare Minutes and Action Taken Report of the GRC meetings.

C. Role of the Chairperson of GRC

- 1) The Principal of College shall be the Chairperson of GRC. In absence of Principal, the In-charge of the College shall be the Chairperson of GRC with prior permission of Management.
- 2) The Chairperson shall finalize the date of meeting of GRC in discussion with Convener of GRC
- 3) The Chairperson shall preside over the meeting of GRC

D. Role of the Convener of GRC

- 1) The Convener shall be the Primary Officer of the GRC. He will be the custodian of all accounts and records, if any, placed at the disposal of the Cell.
- 2) The Convener shall prepare the Agenda for the meetings of the GRC in consultation with the Chairperson and shall communicate the Agenda with all necessary documents of students to all the members prior to the meeting through an email.

3) He/ She shall also attend the meetings and shall be responsible for maintaining a record of the minutes of the proceedings of the meetings.

4) He/She shall prepare Action Taken Report on the previous meetings of GRC.

5) The Convener shall upload the Decisions/Resolutions/Minutes/Action Taken Report of GRC on the website.

E. Meetings of GRC

The GRC shall meet regularly in order to redress the grievances received from various platforms. If there are no grievances, the GRC shall meet twice every year as directed by the Chairperson on a fixed date and time. An advance notice of the meeting with the 'Agenda of the meeting' must be issued to all the members of GRC prior to the meeting. However, any non-receipt of notice by the members shall not invalidate the proceedings of the meeting. In case of a meeting being called urgently the Notice and Agenda with necessary documents may be distributed to the members during the meeting. The procedure of any such meeting shall be such as the GRC may determine. In case the grievance is against any of the members of the GRC, the concerned member shall abstain himself from the proceeding on such issue.

F. Venue of the Meeting of GRC

1) The Meeting of the GRC shall be held in the premises of the College during the working days and working time of the College.

2) The Convener shall communicate venue, date and time of meeting of GRC to all members of GRC and students (If required) who have registered their grievances prior to the meeting.

G. Quorum of the Meeting of GRC

The minimum Quorum for the meeting of GRC shall be two, including Chairperson.

H. Decisions by Majority of the Meeting of GRC

All matters of the GRC shall be decided by majority of the members present and voting, in case of a tie, the person presiding shall have a second or casting vote.

I. Minutes

1) The draft Minutes of the meetings shall be prepared by the Convener in consultation with the Chairperson and confirm it from all members.

- 2) The Minutes shall contain a record of the decisions taken and resolutions passed by the GRC in the meeting.

J. Action Taken Report

After the confirmation of the minutes, the Convener shall report to the GRC the Action Taken Report on the resolutions or decisions or directions given in the previous meetings of the GRC.

K. Attendance of Members

Convener shall maintain the record of attendance of each meeting of GRC. Every member shall sign the Attendance sheet during every meeting.

L. Appearance before GRC

The complainant student may appear in person. If he/she is incapable to attend / represent his/her grievances, then his/her representative (preferably parents) other than legal practitioner may be authorized to present his/her case in any proceedings before the GRC.

M. Language of Proceedings of Meetings of GRC LEGE

Preferably English language may be used in the proceedings of meetings of GRC. The complainant student can request for any other language to the GRC

N. Nature of Applications to be entertained by the GRC

The GRC shall consider only the college related common grievances of the students.

O. Submission of Grievances on the Institutional Website

- 1) Any student desiring redressal of his grievance/s may register his/her grievance/s to the committee.
- 2) The student shall fill all the details of grievance in the prescribed format.
- 3) The grievances with insufficient/incomplete information shall not be entertained by GRC.

P. Disposal of Applications

- 1) On receipt of 'Applications of Grievances' from the Students, the convener shall scrutinize the applications in consultation with Chairperson of the GRC and prepare the Agenda of Meeting.
- 2) Non-accepted applications shall be communicated to the student in writing by the Convener.

- 3) The Convener shall communicate the date, time and venue of the Meeting to the students who have registered their grievances on the website before the meeting with the help of administrative staff of the College.
- 4) The Convener may request the applicant student to supply further information as may be necessary and also discuss the grievance personally with the applicant.
- 5) The Convener may request all the parties related to grievance to give clarification in writing with necessary documents and send it to all members through an email along with the Agenda.
- 6) The Convener shall present each complaint before the GRC as per the Agenda with all necessary documents given by the students during the meeting.
- 7) The GRC shall redress all the grievances as per the Agenda by giving an opportunity of hearing to all the concerned parties and by following principles of natural justice.
- 8) The Convener shall communicate a copy of Order/Decision/Resolution to all the students whose grievances are mentioned in the Agenda.

Q. Rejection of Application

- 1) No applications for redressal of grievances shall be entertained, if the GRC is satisfied that:
 - a. The applicant has knowingly submitted false personal details as regards to place of residence, educational qualifications, etc.
 - b. In an application, there is no prima facie case for considering it.
 - c. The Application is frivolous or fictitious.
 - d. The matter is sub-judice in any court of law.
 - e. If there is gross delay.
 - f. Having regard to all the circumstances of the case, it is otherwise not reasonable to

Consider the application, statement or furnished false information

- 2) In case of any false or frivolous complaint, the GRC may recommend appropriate action against the complainant student.

R. Processing of Applications

- 1) The Convener shall prepare requisite number of sets of all the applications received online/personally from the students and documents of other parties on which complaint has been made and send it to all members of GRC prior to the meeting through an email and handover its hardcopies to all members of GRC at the time of meeting.
- 2) The GRC shall consider the case on the basis of the noting prepared by the Convener
- 3) The GRC shall deal with the case on the basis of the Provisions of the Act, Rules, Regulations, Statutes, Ordinances, Circulars and Directions of the University and on the basis of natural justice, equity and good conscience.
- 4) The GRC shall hear the all the concerned parties related to the complaint in person individually, collectively whatever the requirement of the case by following principles of natural justice.
- 5) Efforts shall be made to settle the grievances amicably after hearing all parties.
- 6) Efforts shall be made to settle the grievances within 15 days of its receipt.

S. Consideration of Applications

- 1) Each member of the GRC shall study the applications/cases sent to them in advance.
- 2) Applications shall be discussed in the Meeting and further line of action shall be decided.
- 3) The concerned student/s or any other person or teaching staff or administrative staff or non-teaching staff or official who is concerned with the grievances of the student may be called during the meeting of the GRC whenever necessary and they may be heard in person.
- 4) If the GRC finds it necessary it may refer any matter to an expert and obtain his/her opinion.
- 5) After following all the procedures enumerated under sub-rules R. (1) to (4) above, the GRC may formulate its recommendations on the Application.

T. Recommendations for Final Action

- 1) The Chairperson and Convener shall ensure that the decisions made during the meeting of GRC is communicated and Implemented on top priority basis.
- 2) The Convener shall communicate a copy of Order/Decision/Resolution to all the students whose grievances were mentioned in the Agenda.

3) The Convener shall upload the Decisions/Resolutions/Minutes/Action Taken Report of GRC on the website.

4) If the GRC comes to the conclusion that any of the employees/officials is involved in misconduct, they can recommend departmental enquiry against him/her.

U. Pursuing the Matter

1) The Chairperson and the Convener shall communicate or keep in touch with the concerned sections/units/departments/cells and see that the decision is immediately implemented.

2) After the decision is finally implemented the same shall be incorporated in the Action Taken Report and submit it to all the members of GRC at the next meeting.

3) The Convener shall upload the Decisions/Resolutions/Minutes/Action Taken Report of GRC on the website.

V. Miscellaneous:

The Chairperson and members of GRC shall give due publicity to the functioning of the GRC through various modes of publicity like, Website, Prospectus, Notices, Electronic Gadgets, etc. for the information of the Students, Teaching Staff, Administrative Staff and Non-Teaching Staff.


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Grievance Redressal Cell

Introduction:

As suggested by University Grants Commission, New Delhi, the College has established a Grievance Redressal Cell, to provide a mechanism for redressal of students' grievances and ensure the transparency in admission, and prevention.

unfair practices, etc. The function of the cell is to look into the complaints lodged by any student and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in-charge Grievance Redressal Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at Administrative Block. Grievances may also be sent through e-mail to the officer in-charge of Student's Grievance Cell.

Aim

To meet timely redress of grievances and concerns by learners as and when they arise.

Goals & Objectives

- The main objective of the Grievance Redressal cell is to develop a responsible and receptive attitude among all the stakeholders so that a harmonious educational atmosphere is maintained in the college.
- The Grievance Redressal Cell is constituted for the redressed of the problems reported by the learners of the College with the aim and objective of keeping the self-esteem of the College by ensuring strife free atmosphere in the college through encouraging cordial Student-teacher relationship and Student-Student relationship etc.
- To encourage the students to express their problems / grievances frankly and freely and without any fear of being victimized.
- Any kind of mental or physical harassment complaints regarding class room management, class room teaching, teaching methods of teaching, completion of syllabus etc., if and when they arise.

Rules

- The committee will deal with all genuine grievances of learners of the college.
- All complainants should file their grievances either by writing in paper to the committee or by online on the website of the college.
- The committee will meet at least once in a month to resolve the grievances.
- The student shall bring up his grievances in the prescribed format immediately to the grievance cell without fail. The number of grievance settled or pending will be report to the Principal in every month.
- A box marked 'Grievance Box' is placed on the ground floor. Any student may put in their case/concern with name, date and class in the grievance box. Confidentiality and privacy is maintained.
- One may refer to the University Circular for more details regarding the grievance redressal process.
- Online Students Grievance Redressal Portal Facility.
- For students/prospective students of the college : In case of any grievances as given in the UGC (Grievance Redressal) Regulations 2012 circular, with links provided below you can access the Online Students Grievance Redressal Portal on the College website to lodge the grievance.
- UGC Circular on Online Students Grievance Redressal Portal Facility
- Students having grievances of any nature, kindly fill up the form

Scope

The cell will deal with Grievances received in writing from the students about any of the following matters:-

- **Academic Matters:** Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- **Financial Matters:** Related to dues and payments for various items from library, hostels etc.
- **Other Matters:** Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

Functions:

- The cases will be attended promptly on receipt of written grievances from the students. The cell formally will review all cases and will act accordingly as per the Management policy.
- The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Procedure for lodging complaint:

- The students may feel free to put up a grievance in writing/or in the format available in the admin dept. and drop it in boxes.
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

Grievance Appeal and Redressal Committee Members:

Committee Members	Contact Numbers	Nominated As
1. Shri J. G. Suryawanshi	9420758188	Convener
2. Dr. S. D. Patil	9822270208	Member
3. Dr. A. G. Naranje	9579346013	Member
4. Dr. M. Y. Kopulwar	9823333699	Member
5. Dr. A. N. Rangari	9403116400	Member
6. Dr. P. M. Gahukar	9404103106	Member
7. Ku. Y. N. Bire	9673328300	Member
8. Shri D. S. Laskari	9860004319	Member
9. Shri. D. G. Mendhe	8080423320	Member
10. Shri. D. P. Deshmukh	7774836077	Member


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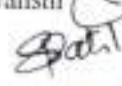
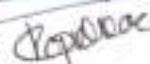
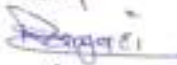
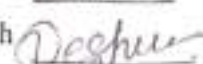
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Grievance Redressal Cell

FIRST MEETING (2017-18)

A meeting of grievance and redressal cell is called on 19/08/2017 at 3.00 pm in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
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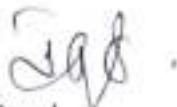
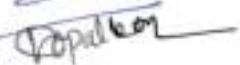
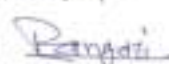
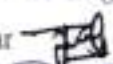
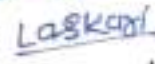
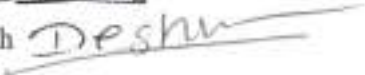
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Grievance Redressal Cell

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Grievance Redressal Cell

FIRST MEETING MINUTES (2017-18)

A meeting of grievance and redressal cell was conducted on 19/08/2017 at 3.00pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Change in the group opted by the students
2. To issue bonafide as soon as possible for availing state transport facility for up down



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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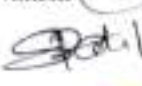
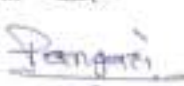
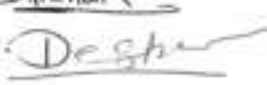
Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway.

Grievance Redressal Cell

SECOND MEETING (2017-18)

A meeting of grievance and redressal cell is called on 20.01.2018 at 3.00 pm in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopolwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


PRINCIPAL
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Birla Commerce Mahavidyalaya
DHAMANGAON RD.

Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway.

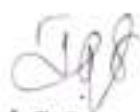
Grievance Redressal Cell

SECOND MEETING MINUTES (2017-18)

A meeting of grievance and redressal cell was conducted on 20.01.2018 at 3.00pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Cleanliness of ladies common room and toilet
2. Rescheduling of lectures as per bus timings



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

PRINCIPAL
Adarsha Science,
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Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

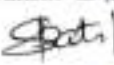
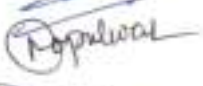
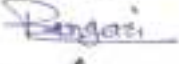
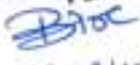
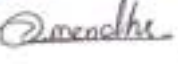
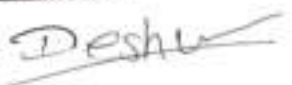
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Railway.

Grievance Redressal Cell

SECOND MEETING (2018-19)

A meeting of grievance and redressal cell is called on 21.01.2019 at 3.00 pm in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


Principal
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Ry.

Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway.

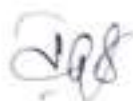
Grievance Redressal Cell

FIRST MEETING MINUTES (2018-19)

A meeting of grievance and redressal cell was conducted on 14.08.2018 at 3.00pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Undervaluation of answer sheets
2. Remedial coaching in Botany and Chemistry



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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DHAMANGAON Rly.

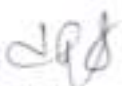
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Railway.

Grievance Redressal Cell

FIRST MEETING (2019-20)

A meeting of grievance and redressal cell is called on 10.08.2019 at 3.00 pm in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 

2. Dr. S. D. Patil 

3. Dr. A. G. Naranje 

4. Dr. M. Y. Kopulwar 

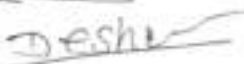
5. Dr. A. N. Rangari 

6. Dr. P. M. Gahukar 

7. Ku. Y. N. Bire 

8. Shri D. S. Laskari 

9. Shri. D. G. Mendhe 

10. Shri. D. P. Deshmukh 


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Grievance Redressal Cell

SECOND MEETING MINUTES (2018-19)

A meeting of grievance and redressal cell was conducted on 21.01.2019 at 3.00 pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Cleanliness of boys and girls common room and toilet
2. Improvement in canteen facility



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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Birla Commerce Mahavidyalaya
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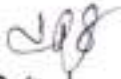
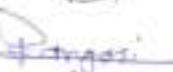
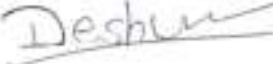
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Railway.

Grievance Redressal Cell

SECOND MEETING (2019-20)

A meeting of grievance and redressal cell is called on 06.01.2020 at 3.00pm in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


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Grievance Redressal Cell

FIRST MEETING MINUTES (2019-20)

A meeting of grievance and redressal cell was conducted on 10.08.2019 at 3.00pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Flexible time for Internal Assessment Test Examination
2. To organize study tour



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Ry.

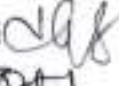
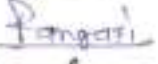
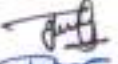
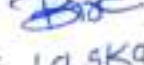
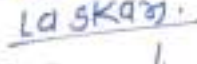
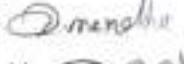
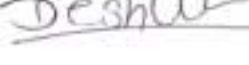
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Railway.

Grievance Redressal Cell

FIRST MEETING (2020-21)

A meeting of grievance and redressal cell is called on 14.08.2020 at 3.00 p.m. in the online mode using zoom platform. A link will be provided to you on the same day of meeting at 11.00 a.m. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

Grievance Redressal Cell

SECOND MEETING MINUTES (2019-20)

A meeting of grievance and redressal cell was conducted on 06.01.2020 at 3.00pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. To start online classes as remedial
2. To improve library seating arrangement



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

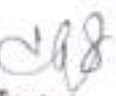
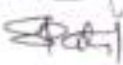
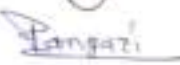
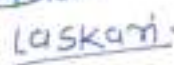
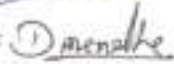
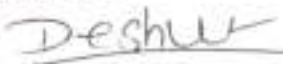
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Railway.

Grievance Redressal Cell

SECOND MEETING (2020-21)

A meeting of grievance and redressal cell is called on 25.01.2021 at 3.00 p.m. in online mode. The link will be shared on the same day at 11.00 a. m. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


PRINCIPAL
Adarsha Science,
Jalrapada Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

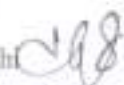
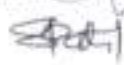
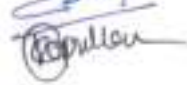
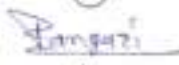
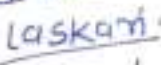
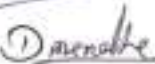
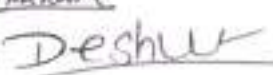
Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway.

Grievance Redressal Cell

SECOND MEETING (2020-21)

A meeting of grievance and redressal cell is called on 25.01.2021 at 3.00 p.m. in online mode. The link will be shared on the same day at 11.00 a. m. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopolwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

**Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway.**

Grievance Redressal Cell

FIRST MEETING MINUTES (2020-21)

A meeting of grievance and redressal cell was conducted on 14.08.2020 at 3.00pm in online mode. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Guidance for online examinations
2. Online problems of Understanding topics in various subjects



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

**PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Ry.**

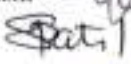
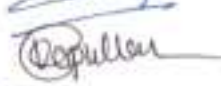
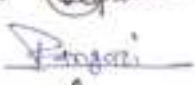
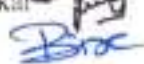
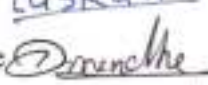
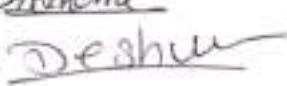
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Railway.

Grievance Redressal Cell

FIRST MEETING (2021-22)

A meeting of grievance and redressal cell is called on 09.10.2021 at 3.00 pm in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


PRINCIPAL
Adarsha Science,
Jairamdas Bhagchand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rly.

Grievance Redressal Cell

SECOND MEETING MINUTES (2020-21)

A meeting of grievance and redressal cell was conducted on 25.01.2021 at 3.00 pm in online mode. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Online lectures timing flexibility
2. Time flexibility for Internal Assessment examination



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

PRINCIPAL
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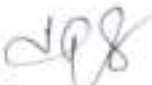
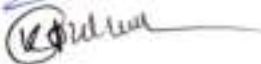
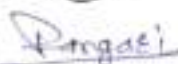
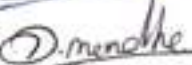
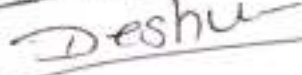
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Railway.

Grievance Redressal Cell

SECOND MEETING (2021-22)

A meeting of grievance and redressal cell is called on 20.01.2022 at 3.00 pm in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


PRINCIPAL
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Jalranda Bhaychand Arts
Birla Commerce Mahavidyalaya
DHAMANGAON Rd.

Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya, Dhamangaon
Railway.

Grievance Redressal Cell

FIRST MEETING MINUTES (2021-22)

A meeting of grievance and redressal cell was conducted on 09.10.2021 at 3.00 pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Cleanliness of ladies common room and toilet
2. Rescheduling of lectures as per bus timings
3. Regular cleaning of Dust bins.



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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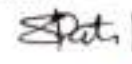
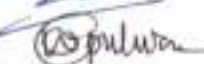
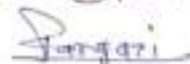
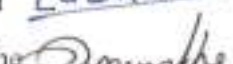
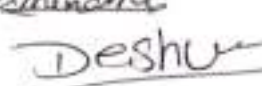
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Railway.

Grievance Redressal Cell

FIRST MEETING (2022-23)

A meeting of grievance and redressal cell is called on 24.09.2022 at 3.00 p.m. in the department of Zoology. All the respected committee members are requested to attend the meeting.

Committee Members

1. Shri J. G. Suryawanshi 
2. Dr. S. D. Patil 
3. Dr. A. G. Naranje 
4. Dr. M. Y. Kopulwar 
5. Dr. A. N. Rangari 
6. Dr. P. M. Gahukar 
7. Ku. Y. N. Bire 
8. Shri D. S. Laskari 
9. Shri. D. G. Mendhe 
10. Shri. D. P. Deshmukh 


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Grievance Redressal Cell

SECOND MEETING MINUTES (2021-22)

A meeting of grievance and redressal cell was conducted on 20.01.2022 at 3.00pm in the department of Zoology. In the meeting student problems and suggestions received were discussed. The problems raised were communicated with Principal Dr. Y. B. Gandole and the issues were solved.

Following problems were raised by the students:

1. Remedial coaching from examination point of view
2. To conduct regular unit tests



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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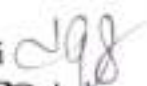
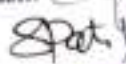
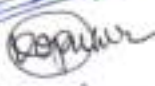
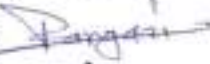
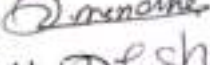
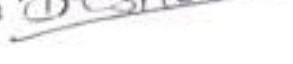
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Grievance Redressal Cell

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Grievance Redressal Cell

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Following problems were raised by the students:

1. Cleanliness of laboratory
2. To provide fire extinguisher in the laboratory



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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Following problems were raised by the students:

1. Availability of lab attendance at the time of practical
2. To supply more Bts to borrow books



Shri. J. G. Suryawanshi

Convener

Grievance & Redressal Cell



(Dr. Y. B. Gandole)

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Grievances reported in the last five years

Session 2017-18

The following grievances were received from students and the college management took appropriate steps in improving the existing quality in the concerned matter:

- Change in the group opted by the students

Action taken: after admission process a common notice is displayed for group changing and according to availability of seats, the group is allotted to students.

- To issue bonafide as soon as possible for availing state transport facility for up down

Action taken: The office staff was informed to issue bonafide on early basis

- Cleanliness of ladies common room and toilet

Action taken: The college cleanliness staff was asked to clean ladies room and toilets on regular basis

- Rescheduling of lectures as per bus timings

Action taken: all the staff members were informed to make possible changes in time table as per bus timings



In-Charge

Session 2018-19

The following grievances were received from students and the college management took appropriate steps in improving the existing quality in the concerned matter.

- Undervaluation of answer sheets

Action Taken : the concerned faculty members were asked to look into the matter and do the needful

- Remedial coaching in Botany and Chemistry

Action Taken : The remedial coordinator was asked to arrange the remedial coaching for weak students as soon as possible

- Cleanliness of boys and girls common room and toilet

Action Taken: The college cleanliness staff was asked to clean ladies room and toilets on regular basis

- Improvement in canteen facility

Action Taken : The canteen owner was informed to improve the canteen facilities like aqua water, breakfast, facility of lunch, tea, coffee etc.



In-Charge

Session 2019-20

The following grievances were received from students and the college management took appropriate steps in improving the existing quality in the concerned matter.

- Flexible time for Internal Assessment Test Examination

Action Taken: The departmental heads were informed to conduct Internal Assessment Test Examination at the completion of at least three units so the students can have enough time for preparation.

- To organize study tour

Action Taken: As per the requirement of the syllabus a study tour committee was asked to organize a tour once a year at nearby industries.

- To start online classes as remedial

Action Taken: The remedial committee was suggested to start online remedial classes for the students.

- To improve library seating arrangement

Action Taken: The librarian was informed to increase the number of chairs, drinking water facility, access to accession of books so that students can be benefited.



In-Charge

Session 2020-21

The following grievances were received from students and the college management took appropriate steps in improving the existing quality in the concerned matter.

- Guidance for online examinations
- Online problems of Understanding topics in various subjects

Action Taken: The principal directed to all staff members to guide the students about online examination and to use models, charts, whatever a teacher can to improve online understanding of the subject.

- Online lectures timing flexibility
- Time flexibility for Internal Assessment examination

Action Taken: The principal address the faculty members to upload PPTs so that students can take advantage of it irrespective of time and to conduct MCQ type online assessment examination for Internal Assessment.



In-Charge

Session 2021-22

The following grievances were received from students and the college management took appropriate steps in improving the existing quality in the concerned matter.

- Cleanliness of ladies common room and toilet
- Rescheduling of lectures as per bus timings
- Regular cleaning of Dust bins
- Remedial coaching from examination point of view
- To conduct regular unit tests

Action Taken: The principal directed the concerned teaching and non-teaching staff to do the needful like to take care of health and hygiene of students and to conduct remedial coaching and regular unit tests from examination point of view.



In-Charge

3. Mechanisms for submission of online/offline students' grievances

Functioning of Anti-ragging Committee:

- As per the State government and the university directives a separate committee has been constituted for this purpose.
- Also the college has committees such as Monitoring Committee and Discipline Committee to take care of anti-ragging issues.
- Any student can registered on proanand@gmail.com for their grievances regarding Anti raging cases and concern regarding SC/ST discrimination and any kind of justice.
- Campus monitoring is done under CCTV surveillance.
- As per the direction of Dattapur Police station the complaint box is installed in college campus.

4. Timely redresser of the grievance through appropriate committees.

- No significant instances were reported in the last five years.



IQAC Co-ordinator
Adarsha Sci. J. B. Arts and
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