



Shri Shivaji Education Society Amravati's  
**SHRI SHIVAJI SCIENCE AND ARTS COLLEGE**

**Chikhli, Dist. Buldana- 443201.**

NAAC Reaccredited with 'B++' Grade (CGPA 2.82)

ISO: 9001-2015



**Dr. Omraj S. Deshmukh**  
Principal

**Hon'ble Shri. Harshvardhan P. Deshmukh**  
President

**7.1.1 Measures initiated by the Institution for the promotion of gender equity during the year (Specific facilities provided for women)**

**Specific facilities provided for women:**

- 1) *Geotagged Photographs*
- 2) *Some Newspaper Cuttings*
- 3) *Policy Document*



*Dr. Deshmukh*  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

7.1.1 Measures Initiated by The Institution for The Promotion of Gender Equity

7.1.1 Geotagged Photographs:

1) Safety and Security



Measures for The Promotion of Gender Equity: CCTV Cameras for Safety & Security



Measures for The Promotion of Gender Equity: Security at Entry Point of College

Uparkhi  
Coordinator  
IQAC, Shri Shivaji Sci. & Arts  
College, Chikhli Dist. Buldana



*B. Deshmukh*  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana

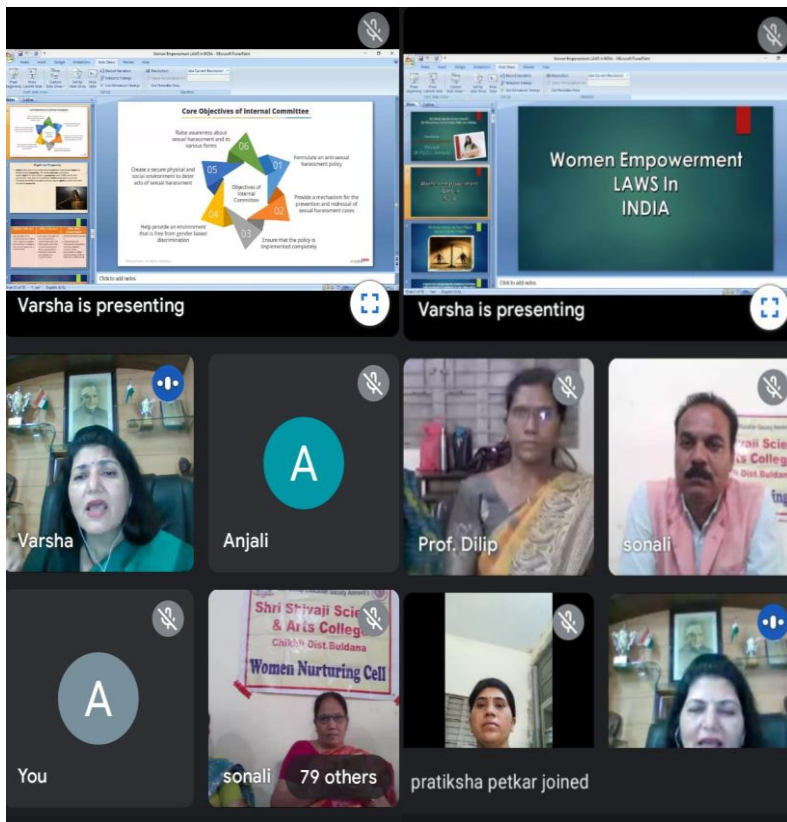
7.1.1 Measures Initiated by The Institution for The Promotion of Gender Equity



Measures for The Promotion of Gender Equity: Emergency Contact Numbers

2) Activities of Women’s Nurturing Cell and Women’s Grievance Cell

a) Online Workshop on Empowerment Laws in India,



Measures for The Promotion of Gender Equity: Workshop on Empowerment Laws in India







**Display Board: Women's Grievance Committee**

**b) Awareness programme on Sexual Harassment**



**Measures for The Promotion of Gender Equity: Awareness programme on Sexual Harassment**

**c) Celebration of National Girl Child Day**



**Measures for The Promotion of Gender Equity: Celebration of National Girl Child Day**

3) Girls Common Room:



Measures for The Promotion of Gender Equity: Girls Common Room



Girls Common Room: Sanitary Napkin Vending Machine

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Principal  
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College, Chikhli, Dist. Buldana





**Girls Common Room: Sanitary Napkin Incinerating Machine**

**4) Participation of Girl Students in NCC & NSS:**



**Gender Equity- Girls Cadet: NCC Unit**

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B. Deshmukh  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana



**Gender Equity- Girls Cadet: NCC Unit**



**Gender Equity- Girls Volunteers: NSS Unit**

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College, Chikhli Dist. Buldana



*Aspeshmukle*  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana





**Financial Support to Economical Backward Student**

## श्री शिवाजी महाविद्यालयात आयडीफर्सी फर्स्ट भारत बँके कडून विद्यार्थिनीना आर्थिक सहाय्य

चिखली/प्रतिनिधी:

आयडीफर्सी फर्स्ट भारत बँक नेहमी सामाजिक काम करण्यात पुढाकार घेत असते. ग्रामीण भागातील मुलींचे उच्च शिक्षण पैशा अभावी रखडू नये. त्यांना उच्चशिक्षण घेता यावे ही गरज आयडीफर्सी बँकेने हेरली व त्यांना आर्थिक सहाय्य देण्यासाठी पुढाकार घेतला. श्री शिवाजी महाविद्यालयातील तिनही शाखेतील तीन गुणवंत व गरजू विद्यार्थिनींना कु. वैष्णवी सोलंकी, कु. सपना हावरे, कु. निकिता गाढवे यांना पुढील शिक्षणासाठी आयडीफर्सी फर्स्ट भारत बँके कडून प्रत्येकी पाच हजार रुपये आर्थिक सहाय्य देण्यात आले. या प्रसंगी महाविद्यालयाचे प्राचार्य डॉ. अनिल गारोडे, आयडीफर्सी फर्स्ट भारत लिमिटेडचे जनरल



मॅनेजर श्री. जॉन पॉल, श्री. शरद देठे सीएसआर मॅनेजर, श्री. विशाल तिवारी ब्रांच मॅनेजर चिखली, श्री. रामेश्वर तुफाटे, श्री. जयवंत कायदे व श्री. विठोबा शेळके इनडीविजुल रीलेशन ऑफिसर, तसेच पालक वर्ग उपस्थित होते. कार्यक्रमाचे

सूत्रसंचालन प्रा. डॉ. वनिता प्रा. डॉ. जुन्नलकर यांनी केले. पोच्छी यांनी तर आमंत्रणदर्शन

**कोरोना महामारीला हरवुया!**  
**मास्क लावा कोरोना टाळा !!**  
फिजिकल डिस्टिंग पाळा, गर्दी टाळा

**Financial Support to Economical Backward Student: Newspaper Cutting**

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College, Chikhli Dist. Buldana



Bdeshmukh  
Principal  
Shri Shivaji Sci. & Arts  
College, Chikhli, Dist. Buldana





Shri Shivaji Education Society, Amravati's  
SHRI SHIVAJI SCIENCE & ARTS COLLEGE,  
CHIKHLI, DIST. BULDANA (M.S.) 443 201  
NAAC 'B' GRADE



DR. A. M. GARODE  
PRINCIPAL

SHRI HARSHAVRDHAN DESHMUKH  
PRESIDENT

Date: 18/03/2021

### Letter of Thanks

To,  
Mrs. A. Mary  
SGM Head CSR Department  
IDFC Bharat Limited  
Thichy Tamilnadu.

Respected Madam,

We extend our thanks to you for financial support to our economically backward class students named **Ku. Sapna Vasanta Havare, Ku. Vaishnavi Solanki** and **Ku. Nikita Harinarayan Gadve** studying in B. Com. I, B. Sc. I and B. A. I respectively.

Thanking you.

Received  
Date

  
Principal  
Shri Shivaji Science & Arts College  
Chikhli, Dist. Buldana

[www.ssesa.org](http://www.ssesa.org) [www.ssscchk.org](http://www.ssscchk.org)

E-mail: [shivajichk@rediff.com](mailto:shivajichk@rediff.com) Phone :-(07264) 242088(O)

*We Educate, Inspire and Empower...*

**Thanks letter to HDFC Bharat Limited**

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Coordinator  
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College, Chikhli Dist. Buldana



  
Principal  
Shri Shivaji Sci. & Arts  
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President

**Shri Shivaji Science & Arts College**  
**Chikhli, Dist. Buldana**  
**Internal Complaint Committee**  
**Policy document**

The Internal Complaints Committee (ICC) is established in Shri Shivaji Science & Arts College, Chikhli, Dist. Buldana, on 23<sup>rd</sup> June 2020 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 organisation or association committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority.

**Objectives 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, Shri Shivaji Science & Arts College, Chikhli, Dist. Buldana, deals with cases of sexual harassment of the students or employees in the college and provides mechanism of dispute redressal.

It promotes the empowerment of women and has zero tolerance for any kind of sexual harassment. ICC diligently work 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 behaviour (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**

<b>Sr. No</b>	<b>Name Of Member</b>	<b>Designation</b>	<b>Mail ID and Phone No.</b>
1	Prof. Shalini Katole Professor Department of Electronics	Presiding Officer	shalinikatole@gmail.com 7066590850
2	Prof. Meena Nikam Professor Department of Zoology	Member Secretary	meenamikam66@gmail.com 9890844050
3	Prof. R. P. Gawai Professor Department of Commerce	Member	drregawai@gmail.com 9552248729
4	Dr. S. M. Kalakhe Asst. Professor Department of Economics	Member	dr.sunitakalakhe@gmail.com 9730530766
5	Dr. M.E. Jadhav Asst. Professor	Member	<a href="mailto:muktijadhav@gmail.com">muktijadhav@gmail.com</a> 9921274072



	Department of Computer		
6	Dr. Jyotitai S. Khedekar External Member Senet Member & Social Worker	Member	jyoti.solanki@gmail.com 7776858747
7	Ms. Kalyani V. Bhutekar Student, B.Sc.(Zoology) Student Representative	Member	bhutekarkalyani@gmail.com 9325398303

### 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 police
- 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 the 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, 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.

Email ID: [iccshivajicollege@gmail.com](mailto:iccshivajicollege@gmail.com)

[https://www.ugc.ac.in/pdfnews/7203627\\_UGC\\_regulations-harassment.pdf](https://www.ugc.ac.in/pdfnews/7203627_UGC_regulations-harassment.pdf)  
(UGC Regulations of Sexual Harassment Act)

*AKatole*  
(Prof. Shalini A. Katole)  
Presiding Officer  
ICC.



*Pradeshmukh*  
PRINCIPAL  
Shri Shivaji Science & Arts  
College, Chikhli, Dist. Buldana

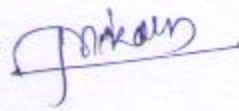


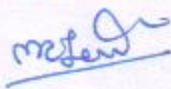

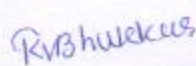


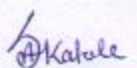
## Notice

All honourable members are informed that the meeting will be organised on 23<sup>rd</sup> June 2020 on Tuesday at 12.00 Noon so be present in Electronics Department punctually –

### Agenda :-

Constitution of Internal Complaints Committee & to discuss the Guidelines of committee.

1. Dr. M. T. Nikam -   
Dept. of Zoology
2. Dr. R. P. Gawai  
Dept. of Commerce 
3. Dr. S. M. Kalakhe  
Dept. of Economics 
4. Dr. M. J. Jadhao  
Dept. of Computer Science 
5. Dr. Jyotitai S. Khedekar  
Senate Member & Social Worker 
6. Miss Kalyani V. Bhutekar  
B. Sc. II (Bio) 

  
Incharge  
(Prof. S. A. Katole)  
Internal Complaints Committee  
Shri Shivaji Science & Arts College  
Chikhli.



Date: 23/06/2020

Minutes of the Meeting :

A meeting was held on to constitute the Internal Complaint Committee on 23<sup>rd</sup> June 2020 on Tuesday at 12 noon, in Electronics Department.

**Following members attended the meeting:**

- |   |                  |
|---|------------------|
| (1) Prof. Shalini A. Katole :-<br>Head & Associate Prof. Department of Electronics. | President (ICC)  |
| (2) Prof. M. T. Nikam: -<br>Head & Prof, Department of Zoology                      | Secretary member |
| (3) Prof. Raju P. Gawai :-<br>Head & Associate Prof, Department of Commerce         | Male member      |
| (4) Dr. Sunita M. Kalakhe :-<br>Head & Assistant Prof, Department of Economics      | Female member    |
| (5) Dr. Mukti E. Jadhav :-<br>Assistant Prof, Department of Computer Science        | Female member    |
| (6) Dr. Jyotitai S. Khedekar :-<br>Senate Member & Social Worker                    | External member  |
| (7) Ms. Kalyani V. Bhutekar:-<br>Student representative                             | Student member   |

Prof. Shalini Katole, presided over this meeting. Initially, she welcomed all the Committee members and then the items on the agenda were taken for discussion.

Discussion on the following points brought about.

**Item No.1** To constitute the Internal Complaint Committee (ICC) at Shri Shivaji Science & Arts College, Chikhli, Dist. Buldana

**Resolution:** As per the discussion of all the committee members it was decided that Internal complaint committee has been constituted. It has been decided unanimously.

Proposed By – Prof. Shalini A. Katole  
Seconded By – All Committee Member



**Item No. 2 Display Internal Complaint Committee member board at college premises**

**Resolution :** Prof. Raju P. Gawai, suggested the placeto display the committee board at college.  
It was decided unanimously by all committee members.

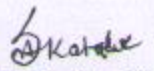
Proposed By -Prof. Raju P. Gawai  
Seconded By- All Committee Member

**Item No. 3 Installation of Complaint Box of ICC**

**Resolution :** Prof. M. T. Nikam, suggested the placeto install the complaint box at collegelt was  
decided unanimously by all committee members.

Proposed By -Prof. M. T. Nikam  
Seconded By- All Committee Member

**Meeting concluded at 1:00 P.M.**

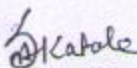
  
**Prof. Shalini A. Katole**  
**President of ICC**



### **Action Taken**

The ICC meeting was held on dated 23<sup>rd</sup> Jun 2020, following items of meeting were fulfilled

1. Constitution of Internal Complaint Committee.
2. Display Internal Complaint Committee member board
3. Installation of Complaint Box of ICC

  
Prof. Shalini A. Katole  
President of ICC

Shri Shivaji Education Society, Amravati's  
**Shri Shivaji Science & Arts College, Chikhli,**  
Dist. Buldana (M.S.) 443201.

**INTERNAL COMPLAINT COMMITTEE**

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**Proforma for Filing of Complaints of Sexual Harassment**

**I. Complainant(s):**

Student/academic staff/ non-teaching staff

Name : \_\_\_\_\_  
Age : \_\_\_\_\_  
Address : \_\_\_\_\_  
The complaint : \_\_\_\_\_  
Phone number : \_\_\_\_\_  
Email : \_\_\_\_\_

**II. Person(s) against whom the complaint is being lodged:**

Name : \_\_\_\_\_  
Age : \_\_\_\_\_  
Sex : \_\_\_\_\_  
Address : \_\_\_\_\_  
Phone number : \_\_\_\_\_  
Email : \_\_\_\_\_

**Additional details of the complaint may be recorded here:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date:

Signature:

Place:

Name: