

RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S Arts, Commerce & Science College

(SPPU ID. - PU/PN/ACS/161/2001 & CAAP011670) (AISHE code -41724) (Jr. Index No.:- 11.16.026)
(Permanently Affiliated to Savitribai Phule Pune University, Pune & Approved by Govt. of Maharashtra)
(Affiliated to HSC, Pune and Approved by Higher Secondary Education, Govt. of Maharashtra)
NAAC Accredited 'B' Grade, UGC- 2f & 12B, ISO 9001-2015 & ISO 14001-2015, Green Campus

Opp. Amphenol Company, Near Datta Mandir, Landewadi, Bhosari, Pune - 411 039.

Email: rjspmcs@gmail.com, rajmata_college@yahoo.co.in Website: www.rjspmcollege.ac.in

Contact No.: 7020987679, 7559207459

Ref.No.: RJSPM/ACS/

Date:

Anti- Ragging Cell

Policy

In pursuance of the UGC directions, the higher educational institutions are banded for regulation on curbing the menace of ragging in higher educational institutions, 2009," These regulations are followed by our institution strictly.

Definition of Ragging:

Any act of physical or mental abuse (Including bullying and exclusion) targeted at another students (fresher or otherwise) on the ground of colour, race, religions caste, ethnicity, gender (including transgender) sexual orientation, appearance nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Aims & objectives of the Anti-Ragging cell

- To ensure a ragging free campus.
- Constitutional zing an anti-ragging committee and adequate publicity through various Banners and stickers.
- To mention of anti-ragging warning in the institutions prospectus.
- Regular interaction and counseling with the students for detecting the early signs of ragging.
- Conducting Anti-ragging workshops, seminars and programmes of Advocates & other judicial related personalities.

Functions of Anti-Ragging Cell

- Updating website of intuitions with complete address on nodal officers and other members of anti-ragging cell.
- Surprise inspection at canteens, rest rooms, common rooms, toilets, and other beneficiary places of the institution
- Organizing fresher's party under anti-ragging cell

**Rajmata Jijau Shikshan Prasarak Mandal's,
Arts, Commerce and Science College
Landewadi, Bhosari, Pune – 39.**

STANDARD OF PRACTICE FOR ANTI RAGGING

The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and intensity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
- i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Cancellation of admission.
 - vii. Rustication from the institution for period ranging from one to four semesters.
 - viii. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

ACTIONS TO BE TAKEN ON RECEIVING A COMPLAINT OF RAGGING

• Actions to be taken:

1. All matters of discipline within teaching institutions must be resolved within the Campus except those impinging on law and order or breach of peace or public tranquility.
2. Anti-ragging complaints, in whatever form or from whatever source these may emanate, shall be dealt with immediately and appropriately. The action will also be conveyed to the appropriate authorities.
3. The identity of the complainant (whether senior or fresher) will be kept confidential.
4. Every offence shall be cognizable and non bailable, with the permission of the court.
5. In all cases a First Information Report (FIR) will be filed without exception by the college authorities with the local Police authority. Any decision of the parent/guardian to file their own FIR directly will not absolve the college authorities from filing their own FIR.
6. Whenever any student or parents or guardian or a member of the faculty, or a non teaching staff makes a complaint, in writing, of ragging to the Principal, he shall, without prejudice to the foregoing provisions, within 24 hours of the receipt of the complaint, enquire into it and, if, prima facie, it is found true, suspend the student found guilty.
8. Where, on enquiry by the Principal, it is proved that prima facie there is no substance in the complaint of ragging, he shall intimate the fact, in writing, to the complainant.

• Penalties for not complying:

9. Any person who contravenes the above provisions shall, on conviction, be punished with imprisonment for a term which may extend to one year or a fine which may extend to ten thousand rupees, or with both.
10. The head of the institution or an officer, directly or primarily in-charge of supervision for the proper maintenance of discipline in the college, if knowingly omits to check and report or connives or abets the commission of the offence shall be punished for a term which may extend to two years or with fine which may extend to twenty five thousand rupees, or both.



RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S Arts, Commerce & Science College

(SPPU ID. - PU/PN/ACS/161/2001 & CAAP011670) (AISHE code -41724) (Jr. Index No.:- 11.16.026)
(Permanently Affiliated to Savitribai Phule Pune University, Pune & Approved by Govt. of Maharashtra)
(Affiliated to HSC, Pune and Approved by Higher Secondary Education, Govt. of Maharashtra)
NAAC Accredited 'B' Grade, UGC- 2f & 12B, ISO 9001-2015 & ISO 14001-2015, Green Campus

Opp. Amphenol Company, Near Datta Mandir, Landewadi, Bhosari, Pune - 411 039.
Email: rjspmcs@ gmail.com, rajmata_college@yahoo.co.in Website: www.rjspmcollege.ac.in
Contact No.: 7020987679, 7559207459

Ref.No.: RJSPM/ACS/

Date:

Students' Grievance Redressal Cell

The institution has a grievance redressal cell. The functions of the Committee are to look into the complaints lodged by any student, and judge its merit. The Grievance Redressal Committee is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the Grievance Redressal Committee members in person. In case the person is unwilling to appear in self, grievances may be sent in writing. Grievances may also be sent through e-mail to the officer in-charge of Students Grievance Redressal Committee or Principal.

- **The objectives of Students Grievance Redressal Cell include the following:-**
- To redress, students who have been underprivileged of the services offered by the College, for which he/she is entitled.
 - To create a platform where students can raise their problems about academic and non-academic matters.
 - Suggestion / complaint Box have been installed in front of the Administrative Block.
 - To ensure effective solution to the student's grievances with an impartial and fair approach.
 - Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.
 - Advising all staffs to be affectionate to the Students and not behave in a revengeful manner towards any of them for any reason.
 - Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

The Cell enables a student to express feelings by initiating the grievance procedure in accordance with the rules and regulations of the College. The students are notified to put their complaints about administration, accounts, finance, library, academics. The cases are attended promptly on the receipt of return grievances from staff and students

"Student's Grievance Cell' enquires and analyses the nature and pattern of the grievances in a strictly confidential manner. The cell reviews all cases and acts accordingly as per the policy. The cell submit report to the authority regarding the cases attended. In all such cases prompt action were taken and the matter sorted out. The cell receives suggestions from the staff and students for improvement.

➤ **Functions:-**

- 1.The cases are attended promptly on receipt of written grievances from the students.
- 2.To solve Student's academic and administrative problems.
- 3.To co-ordinate between students and Departments / Sections to redress the grievances.
- 4.To ensure effective solution to the students to redress their problems.

➤ **Students' Grievance Procedure:-**

The Cell enables a student to express feelings by initiating the grievance procedure in accordance with the rules and regulations of the College. The students are notified to put their complaints about administration, accounts, finance, library, academics. The grievance is required to be submitted in the drop box placed outside the Principal's office. The cases are attended promptly on the receipt of return grievances from staff and students.

"Student's Grievance Cell' enquires and analyses the nature and pattern of the grievances in a strictly confidential manner. The cell reviews all cases and acts accordingly as per the policy. The cell submits report to the authority regarding the cases attended. In all such cases prompt action were taken and the matter will be sorted out. Final report based on grievance received and resolved will be submitted to the Principal and further course of action will be decided and the same shall be intimated to the students. The cell receives suggestions from the staff and students for improvement.

➤ **Exclusions:-**

Student Grievance cell shall not entertain following issues:-

1. Decisions of the academic committee constituted by the college.
2. Decisions with regard to award of scholarships/fee concessions/awards / medals.
3. Decisions made by college under the Discipline Rules and Misconduct.
4. Decisions of the college in admissions of my courses.
5. Decisions of the University about admissions in any courses offered by the Institute.
6. Decisions of the competent authority on assessment and examination result.

RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL's
Arts commerce & Science College, Landewadi,
Bhosari, Pune- 411 039.

Student grievances cell

Introduction:

Grievance Redressal Cell works for Protection of human rights is essential for all round development of an individual's personality. To realize the primary needs of the students and staff and secure civil liberties for everybody. Any discontent or dissatisfaction that a student faces or even imagines, when not addressed properly is treated as grievance.

In accordance with UGC Regulations and Guide lines of Government a Grievances Redressal Committee has been constituted.

Composition of Grievance Redressal Committee

Dr. Ashok Patil (Principal)

Prof. Sachin Chavan (IQAC Coordinator)

Prof. Swarupa Kulkarni (Incharge)


Prof. Pranita Marodkar (Member)

Prof. Rupa More (Member)

Prof. Sajit Khandekar (Member)

The college convenes meetings periodically and takes steps to redress the grievance. The function of the cell is to look into the complaints lodged by any student of college 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 Students' Grievance Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box or Online from college website.




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

Objectives of Student Grievance cell

The Grievance Redressal Committee will address the following complaints of aggrieved students/staff:


1. Irregularity in the admission process adopted by the Institute.
2. Refusing admission in accordance with the declared admission policy of the Institute and Government of Maharashtra.
3. Publishing any false or misleading information not based on facts in the Prospectus.
4. Withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution.
5. Demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution.
6. Breach of the policy for reservation in admission as may be applicable.
7. Complaints, of alleged discrimination of students, from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minority or Disabled categories.

Policies of Redressal: •

The problems of Students are discussed. Solutions & Cautions for the problems are discussed. It is discussed in meeting that redressal mechanism of students' Problems & Grievances in our institute should be notified to all students and develop confidence among them about the quality education and Facilitations.

- The students may feel free to put up a grievance in writing and drop it in complaint box.
- 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.




I/c Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

Functions:

- The cases will be attended promptly on receipt of written grievances from the students.
- The cell formally will review all cases and will prepare statistical reports about the number of cases received.
- 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.
- **Standard Operating Procedure for Handling Grievance**


Any registered student wants to initiate a grievance may directly submit his/her grievance through in person to respective department Head or class teacher or he/she drop grievance in Grievance Redressal box situated in college premises. Or He or She can also put online grievance from college website.

Grievance Redressal Committee has established which monitor, analyse and solve grievances. Grievance Redressal Committee coordinate, monitor and ensure redressal within the stipulated time. Depending up on the seriousness of grievance the Grievance Redressal Committee follows them up regularly till it is solved.

- On receipt of complaint / grievance, Grievance Committee shall segregate the complaint, discuss with the concerned committee and thereafter direct the said complaint to the respective committee.
- Complaints of general nature shall be considered by this committee and resolved accordingly.
- The concerned committee shall investigate the cases directed accordingly.
- If required, a hearing with the complainant or clarification from the concerned may be taken.
- The complainant shall be informed about the action taken by the committee.
- If the complaint / grievance is found invalid, the complainant and the person against whom the complaint is made, will be informed accordingly and penal action may be taken.
- Grievances are collected at department level by HODs, and also by Grievance Redressal Committee. Semester wise meetings are held and all grievances are forward to Grievance Redressal Committee.

Grievance Redressal Committee coordinate, monitor and ensure redressal within the stipulated time. Depending up on the seriousness of grievance the Grievance Redressal Committee follows them up regularly till it is solved.




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.



**Rajmata Jijau Shikshan Prasarak Mandal's,
Arts, Commerce and Science College
Landewadi, Bhosari, Pune – 39.**

Anti- Ragging Cell

In pursuance of the UGC directions, the higher educational institutions are banded for regulation on curbing the menace of ragging in higher educational institutions, 2009," These regulations are followed by our institution strictly.

Definition of Ragging:

Any act of physical or mental abuse (Including bullying and exclusion) targeted at another students (fresher or otherwise) on the ground of colour, race, religions caste, ethnicity, gender (including transgender) sexual orientation, appearance nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.


Aims & objectives of the Anti-Ragging cell

- To ensure a ragging free campus.
- Constitutional zing an anti-ragging committee and adequate publicity through various Banners and stickers.
- To mention of anti-ragging warning in the institutions prospectus.
- Regular interaction and counseling with the students for detecting the early signs of ragging.
- Conducting Anti-ragging workshops, seminars and programmes of Advocates & other judicial related personalities.

Functions of Anti-Ragging Cell

- Updating website of intuitions with complete address on nodal officers and other members of anti-ragging cell.
- Surprise inspection at canteens, rest rooms, common rooms, toilets, and other beneficiary places of the institution
- Organizing fresher's party under anti-ragging cell




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

**Rajmata Jijau Shikshan Prasarak Mandal's,
Arts, Commerce and Science College
Landewadi, Bhosari, Pune – 39.**

STANDARD OF PRACTICE FOR ANTI RAGGING

The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and intensity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;

i. Suspension from attending classes and academic privileges.

ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.

iii. Debarring from appearing in any test/ examination or other evaluation process.

iv. Withholding results.


v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.

vi. Cancellation of admission.

vii. Rustication from the institution for period ranging from one to four semesters.

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




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

ACTIONS TO BE TAKEN ON RECEIVING A COMPLAINT OF RAGGING


- **Actions to be taken:**

1. All matters of discipline within teaching institutions must be resolved within the Campus except those impinging on law and order or breach of peace or public tranquility.
2. Anti-ragging complaints, in whatever form or from whatever source these may emanate, shall be dealt with immediately and appropriately. The action will also be conveyed to the appropriate authorities.
3. The identity of the complainant (whether senior or fresher) will be kept confidential.
4. Every offence shall be cognizable and non bailable, with the permission of the court.
5. In all cases a First Information Report (FIR) will be filed without exception by the college authorities with the local Police authority. Any decision of the parent/guardian to file their own FIR directly will not absolve the college authorities from filing their own FIR.
6. Whenever any student or parents or guardian or a member of the faculty, or a nonteaching staff makes a complaint, in writing, of ragging to the Principal, he shall, without prejudice to the foregoing provisions, within 24 hours of the receipt of the complaint, enquire into it and, if, prima facie, it is found true, suspend the student found guilty.
8. Where, on enquiry by the Principal, it is proved that prima facie there is no substance in the complaint of ragging, he shall intimate the fact, in writing, to the complainant.

- **Penalties for not complying:**

9. Any person who contravenes the above provisions shall, on conviction, be punished with imprisonment for a term which may extend to one year or a fine which may extend to ten thousand rupees, or with both.
10. The head of the institution or an officer, directly or primarily in-charge of supervision for the proper maintenance of discipline in the college, if knowingly omits to check and report or connives or abets the commission of the offence shall be punished for a term which may extend to two years or with fine which may extend to twenty five thousand rupees, or both.




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.


Rajmata Jijau Shikshan Prasarak Mandal's,
Arts, Commerce and Science College
Landewadi, Bhosari, Pune – 39.

ANTI RAGGING COMMITTEE

ANTI RAGGING SQUAD

- | | |
|-------------------------|-----------|
| 1. Dr. Ashok Patil | Principal |
| 2. Prof. Sanjay Chavan | In-charge |
| 4. Prof. Shital Alhat | Member |
| 5. Prof. Sunil Dandekar | Member |




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

Rajmata Jijau Shikshan Prasarak Mandal's,
Arts, Commerce and Science College
Landewadi, Bhosari, Pune – 39.

Notice

Date: 06/08/2022

To,
The Committee Members,
Anti Ragging Committee
RJSPM's ACS College,
Landewadi, Bhosari-39.

Subject: Meeting to discuss any issues regarding ragging of students.

This is to inform all Committee members that a meeting has been arranged in the Principal office at 12:30 pm on 10-08-2022.


Kindly remain present at the scheduled time and date.

Sr. No.	Name of Members	Designation
1	Dr. Ashok Patil	Chairperson
2	Mrs. Yogita Punde	Member from Police Department
3	Mr. Vijay Jagdale	Member from Media
4	Mrs. Sanyukta Ingale	Member from NGO
5	Mr. Ganesh Chavan	Member & Nodal Officer
6	Mrs. Neha Borse	Member & Parent
7	Mrs. Shital Alhat	Member
8	Mr. Siddharth Dongare	Member & Ex- Student

Agenda:

1. To examine the awareness measures to sensitize students about Zero Tolerance against ragging in the institution.
2. To report the specific measures taken up in the institution to create awareness regarding the consequences of ragging and the need to deter any such incident.




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

Minutes of the Meeting of Anti-Ragging

The committee met on 10th August 2022 in the Principal office.


Agenda

1. To examine the awareness measures to sensitize students about Zero Tolerance against ragging in the institution.
 2. To report the specific measures taken up in the institution to create awareness regarding the consequences of ragging and the need to deter any such incident.
- All the Members were present-

Committee members reported the following measures that are taken to sensitize students to **Zero Tolerance** against ragging in the institution-

- All the FY students were informed about this policy at the induction program organized at the beginning of the year.
- All the FY students of the college are required to fill and submit the form stating that they will not participate in any activity related to ragging on campus. It is signed by the student and parents and submitted to college.
- Information regarding anti- ragging committee, its members is displayed on notice boards in case of any student requiring assistance.
- College has mentoring process in place, for all students who can meet their mentors regarding any issue.




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.



**RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S
Arts, Commerce & Science College**


(SPPUID.-PUIPNIACS116112001) with NAAC 'B' Grade
(Affiliated to Savitribai Phule Pune University and approved
by.,S.E.,H.E.,Govt.of Maharashtra) Opp. Amphenol Company, Near Datta
Mandir, Landewadi, Bhosari, Pune 411039.
Tel : 020-27124910 Fax: 020-27124338 E-mail: raimata_colleqe@yahoo.co.in
Web: www.rjspm.com

ANTI RAGGING COMMITTEE REPORT 2022-23

The committee conducted regular meetings with the committee members and it was decided to provide grievance form to students.

As no grievances were raised by students ,so no actions were taken.




I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S Arts, Commerce & Science College

(SPPU ID. - PU/PN/ACS/161/2001 & CAAP011670) (AISHE code -41724) (Jr. Index No.:- 11.16.026)
(Permanently Affiliated to Savitribai Phule Pune University, Pune & Approved by Govt. of Maharashtra)
(Affiliated to HSC, Pune and Approved by Higher Secondary Education, Govt. of Maharashtra)
NAAC Accredited 'B' Grade, UGC- 2f & 12B, ISO 9001-2015 & ISO 14001-2015, Green Campus

Opp. Amphenol Company, Near Datta Mandir, Landewadi, Bhosari, Pune - 411 039.

Email: rjspmacs@gmail.com, rajmata_college@yahoo.co.in Website: www.rjspmcollege.ac.in

Contact No.: 7020987679, 7559207459

Ref.No.: RJSPM/ACS/

Date:

Women Redressal and Prevention of Sexual Harassment Committee/ Vishakha Committee

Policy

'A safe working place is a women's right' is what RJSPM College believes

With regard to the Supreme Court Judgment and guidelines issued in 1997 to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, more particularly against sexual harassment at work places, The University Grants Commission (UGC) has issued circulars since 1998, to all the universities, advising them to establish a permanent cell and a committee; to develop guidelines to combat sexual harassment, violence against women and ragging at the universities and colleges. Keeping the above guidelines in view RJSPM's ACS College has constituted a Committee against Sexual harassment.

Declaration of policy

RJSPM's ACS college Bhosari Pune, shall value the dignity of every individual, enhance the development of its human resources, guarantee full respect for human rights, ensures the full enforcement of "Fundamental Rights" under articles 14, ("The State shall not deny to any person equality before the law or the equal protection of the laws within the territory of India.") ,article15,(forbids discrimination on grounds only of religion, race, caste, sex, or place of birth) ,article 19(1) (g) (right to practice any profession, or to carry on any occupation, trade or business) and 21("No person shall be deprived of his life or personal liberty except according to a procedure established by law.) of the Constitution of India, and uphold the dignity of workers, employees, applicants for employment, students or those undergoing training, instruction or education. Towards this end, all forms of sexual harassment in the employment, education or training environment are hereby declared unlawful. As per the act 'The Sexual Harassment at workplace (Prevention, prohibition and Redressal) Act,2013, appropriate action will be taken once the complaint is filed.

The Grievance Redressal Policy is to provide employees with a framework for settlement of individual grievances.

Objectives:

The objectives of the Women Grievance Redressal committee will be:

- To settle grievances of the employees and students in shortest possible time; At lowest possible level of authority;
- To provide for various stages so that the aggrieved employees and students derive satisfaction of seeking redressal, if required, even from the highest level of the authority.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender based violence in the institution.
- To provide an environment free of gender-based discrimination.
- To ensure equal access of all facilities and participation in activities of the college.
- Zero tolerance toward all forms of sexual abuse & sexual harassment.
- The college will not tolerate retaliation against any person who reports sexual abuse, sexual harassment or who cooperated with an investigation.
- To create a secure physical and social environment this will prevent acts of sexual harassment.
- To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.

Scope:

The policy is applicable to all stakeholders and students (females and males) and also to third parties associated with RJSPM from 2013. The third party would include visiting faculty, parents their accompanying relatives, guests, trainees and visitors etc. who are associated to the organization. Women Redressal and Prevention of Sexual Harassment Committee/ Vishakha Committee of RJSPM will be formed by the organization, which will undertake preventive action as well as it will act as a grievance redressal body where complaints of sexual harassment at the work place will be contemplated. The committee will have representation of the members from across all departments.

Definition of Sexual Harassment:

On August 13, 1997, the Supreme Court of India held that sexual harassment of women is a violation of the fundamental rights of women to work in a safe environment. According to the Supreme Court guidelines sexual harassment includes such unwelcome sexually determined behavior (whether directly or by implication) such as the following:

1. Physical contact and advances
2. A demand or request for sexual favors
3. Showing pornography
4. Any other unwelcome, physical, verbal or non-verbal conduct of sexual nature

According to the Code of Conduct at Work Place prepared by the National Commission for Women in 1998, sexual harassment includes such unwelcome sexually determined behavior by any person either individually or in association with other persons or by any person in authority, whether directly or by implications, such as the following:

- Eve Teasing
- Unsavory remarks
- Jokes causing or likely to cause awkwardness or embarrassment
- Innuendos and taunts
- Gender based insults or sexist remarks
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- Forcible physical touch or molestation and
- Physical confinement against one's will and any other act likely to violate one's privacy

Functions

It will be the endeavor of the committee:

- a) To facilitate a safe environment that is free of sexual harassment;
- b) To promote behaviors that create an atmosphere that ensures gender equality and equal opportunities.

Frequency of meeting:

Twice in a year and whenever needed

Procedure for grievance and investigation:

1. Any women employee or female student will have the right to lodge a complaint concerning sexual harassment against a male student or the employee of the college by writing a letter or putting the complaint in the Principal's office/ committee chairman.
2. The complaint will be maintained confidentiality at this stage.
3. After receiving the complaint, the chairman shall assemble the meeting of the cell, and the chairman will appoint investigation committee.
4. The investigation committee shall then decide the course of action to proceed.
5. The complaint will stand dropped if in accordance to the committee the complaint has not been able to disclose prima-facie an offence of sexual harassment by complainer /her representative.
6. In case the investigation committee decides to proceed with the complaint, the wishes of the complainer shall be determined and if the complainer desires that a warning will be sufficient then alleged offender shall be called to the meeting of the committee, heard and if satisfied that a warning is just and proper, he will be warned about his behavior and non-occurrence of it.

Investigation must be carried out within a period of one month. If required across examination of the complainant and the accused and if any witness available can be done.

7. At any stage of the proceedings, if the aggrieved women wish to withdraw her complaint, the committee shall permit her to withdraw the complaint and if an inquiry has commenced, shall discontinue the inquiry. In case of withdrawal if it is brought to the notice of the committee that, pressure is being brought on the complainant or the witnesses to withdraw their statements or not go through the proceedings conducted by the Committee then the Committee will record this.

8. In case the complainer requests that the complaint should be proceeded with beyond mere a warning, the same may be proceeded with further investigation and take appropriate decision.

9. The principle of natural justice will be adopted during investigation. Thus, both parties, the applicant as well as the alleged offender, will be given a platform to produce their respective views of the event /and will be given a chance to explain their sides. The investigation will include interviews with witnesses produced by both sides, as well as other intervention that may be required. A copy of the investigative report, which consists of the investigation findings, will be given to both parties at the end of the investigation, as also a copy of the recommendations made by the cell to the management will be submitted to both parties. In case of any settlement brought about by the Committee must be mutually acceptable to both the aggrieved woman and defendant.

10. Action to be taken will be recommended by the cell, based on the findings from the investigative report. These will be reviewed by the management and as joint decision will be taken up. Punitive action could be in the nature of transfer, termination, slash the remuneration, consideration in annual performance appraisal, and demand for an apology to the victim, or any other, as deemed fit by the cell. The decision for punishment will be based on the impact of the harassment on the recipient of the same.

11. The investigative report, findings and recommendations of a case of sexual harassment must be duly forwarded to the management to effect action.

12. Action by College Management- Once the committee has reached a decision; management must acquire with its recommendations in the following manner:

- If the accused is found guilty, no recognized victim will be forced to work under or with that person. If such a provision requires the transferring of people, the victim's preferences should take priority.
- If the committee reaches a verdict of guilty it must then decide upon the appropriate penalty. This decision may take into account past offences. In other words, repeat offenders may be given harsher penalties.

Penalties may be

1. Warning
2. Written apology
3. Bond of good behavior
4. Adverse remarks in the confidential report
5. Debarring from supervisory duties
6. Denial of membership of statutory bodies

7. Denial of re-employment/re - admission
8. Stopping of increments / promotion/denying admission ticket
9. Reverting, demotion
10. Suspension
11. Dismissal
12. Any other relevant mechanism

The management of RJSPM will carry out all action recommended by the Women Cell as well as to take action against the individual/group found to be guilty of sexual harassment at the work place. RJSPM shall do its best to provide justice as per its good intentions and ability for the complainant.



**RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S
ARTS, COMMERCE & SCIENCE COLLEGE
LANDEWADI, BHOSARI, PUNE-39**

Women Redressal Committee Report

Academic Year 2022-23

Women Redressal Committee promotes a healthy working environment for all female teaching and non-teaching staff and girl students. It works towards building a gender-sensitized environment at the institute. Women Redressal committee works according to Gender Sensitization & Awareness Program on the implementation of "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013".

Objectives of the Women's Grievance Redressal Cell are to deal with the cases/complaints of sexual harassment and any other type of harassment of girl students and teaching and non-teaching women staff of the college.

The Principal is the Chairman of the Cell and the In-Charge is Prof. Reshma Landge. The Complaint box is kept in college campus so that girls can deposit their complaints in the box without fear and which will be taken into consideration from time to time. The committee held two meetings in this year.

In academic year 2022-23 poster competition was arranged on the topic "Women's Issues and Their Empowerment". About 30 posters were displayed along with committee member's details and the working procedure of cell in detail by the students of all streams. The trustee of the college Honourable Vikrant Lande was the guest and judge for the poster exhibition.

The committee reported that no grievances from students or faculties.


In-Charge

Prof. Reshma Landge




Principal

Dr. Ashok Patil

**Women Redressal Committee
Academic Year 2022-23
PROPOSAL**

To,
The Principal,
RJSPM'S ACS College,
Landewadi, Bhosari-39

Subject: Regarding establishment of Women Redressal Committee in the college as per guidelines given by Savitribai Phule Pune University.

Sir,

In order to redress women and girls' issues relating to sexual harassment at work place or in college campus and cultivate healthy working culture and safe environment in the college campus, we propose to introduce Women Redressal Committee and system for all women and girls.

The committee formed will consist of lady faculty from each department as member of the committee. The Chairman will conduct regular meetings with the committee members every year to held discussions regarding grievances or issues related to women/girl students in the college. The committee will supervise and guide various activities for students and provide related information and spread awareness regarding the same through conducting lectures. The Complaint box is also kept in college campus so that girls can deposit their complaints in the box without fear which will be taken into consideration from time to time. The committee shall function by conducting at least two meetings in a year and one lecture by an eminent personality to spread awareness in a year. The committee shall also listen the grievances from student when they come with issues and try to offer solution and necessary assistance for the same.

Objectives:

- 1) To establish a naive relationship with accountability and responsibility in the college campus
- 2) To encourage safe and free atmosphere in the campus.
- 3) To improve the relationship with students and cultivate healthy academic culture.

The proposal is submitted for perusal and approval.

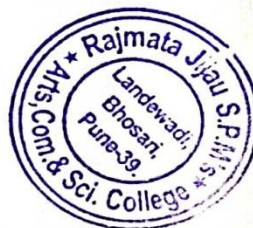
Kindly consider and accord sanction for Women Redressal Committee formation.

Thanking You.

Sr. No.	Name of member	Designation	Contact Details	Email Id
1	Mrs. Reshma Landge	Member-Secretary	9657308286	reshmalandge786@gmail.com
2	Mrs. Dipali Waghulde	Member	8329198829	dipalibarhate22@gmail.com
3	Mrs. Pranita Marodkar	Member	9767558709	pranita8marodkar@gmail.com
4	Dr. Pragati Gore	Member	9921338009	gorepragati1@gmail.com
5	Mrs. Sheetal Mhaske	Member	7441119670	sheetalchaudhary03@gmail.com
6	Mrs. Madhura Joshi	Member	9561203993	jmadhura2009@gmail.com
7	Mrs. Ashwini Bhosale	Member	7774062550	rjspms@gmail.com
8	Ms. Sutar Aditi S	Student representative	9284935415	Aditiss111@gmail.com


IQAC Co-ordinator
Prof. Sachin Chavan

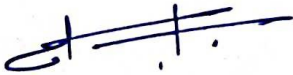

Principal
Dr. Ashok Patil



Rajmata Jijau Shikshan Prasark Mandal's
Art's Commerce and Science College,
Landewadi, Bhosari-Pune-39

Formation of
Women Redressal Committee/ Vishakha Committee
Academic Year 2022-23

Sr. No.	Name of member	Designation	Contact Details	Email Id
1	Mrs. Reshma Landge	Member-Secretary	9657308286	reshmalandge786@gmail.com
2	Mrs. Dipali Waghulde	Member	8329198829	dipalibarhate22@gmail.com
3	Mrs. Pranita Marodkar	Member	9767558709	pranita8marodkar@gmail.com
4	Dr. Pragati Gore	Member	9921338009	gorepragati1@gmail.com
5	Mrs. Sheetal Mhaske	Member	7441119670	sheetalchaudhary03@gmail.com
6	Mrs. Madhura Joshi	Member	9561203993	jmadhura2009@gmail.com
7	Mrs. Ashwini Bhosale	Member	7774062550	rjspms@gmail.com
8	Ms. Aditi S Sutar	Student representative	9284935415	Aditiss111@gmail.com



IQAC Co-ordinator
Prof. Sachin Chavan



Principal
Dr. Ashok Patil



**RAJMATA JIJAU SHIKSHAN PRASARAK MANDALS
ARTS, COMMERCE AND SCIENCE COLLEGE,
LANDEWADI, BHOSRI-39**

NOTICE

Date: 17/10/2022

To,
The Committee Members
Women Redressal Committee
RJSPM's ACS College,
Bhosari-39

Subject: Meeting to discuss any issue regarding female staff and Girl students.

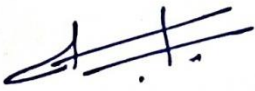
This is to inform all Committee members that a meeting has been arranged at the Principal office at 10:30 am on 18/10/2022.

Kindly remain present at the scheduled time and date.

Sr. No.	Name of member	Designation	Contact Details	Email Id
1	Mrs. Reshma Landge	Member-Secretary	9657308286	reshmalandge786@gmail.com
2	Mrs. Dipali Waghulde	Member	8329198829	dipalibarhate22@gmail.com
3	Mrs. Pranita Marodkar	Member	9767558709	pranita8marodkar@gmail.com
4	Dr. Pragati Gore	Member	9921338009	gorepragati1@gmail.com
5	Mrs. Sheetal Mhaske	Member	7441119670	sheetalchaudhary03@gmail.com
6	Mrs. Madhura Joshi	Member	9561203993	jmadhura2009@gmail.com
7	Mrs. Ashwini Bhosale	Member	7774062550	rjspms@gmail.com
8	Ms. Aditi S Sutar	Student representative	9284935415	Aditiss111@gmail.com

Agenda:

1. If any issue is there pertaining to any female staff, girl student regarding any kind of harassment will be discussed and resolved.
2. Other grievances will be discussed and resolved.



IQAC Co-ordinator



Principal



Prof. Sachin Chavan

Dr. Ashok Patil

RAJMATA JIJAU SHIKSHAN PRASARAK MANDALS
RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL's
Arts commerce & Science College, Landewadi,
Bhosari, Pune- 411 039

Minutes of Meeting

Meeting of: Women Redressal Committee

Date: 18/10/2022

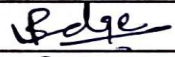
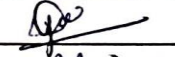

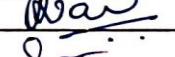
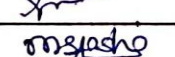



The meeting of the Women Redressal Committee was held on 18/ 10/2021 at 10:30 am at the Principal Office, RJSPM's ACS College.

The meeting is started with welcome of all the members by the chairperson of the Meeting. The Agenda was read by the Chairperson and meeting opened for the further discussions.

Following points were discussed in the meeting in details:

- The Chairperson pointed out that the committee has not received any complaint of sexual harassment in the college as on date.
- The problems of women and girl students along with the solutions & cautions for the problems are discussed.
- It is discussed that Awareness of Women Redressal mechanism & Cell to Girls Students & Ladies Staff (Teaching & non-teaching) must create in institute.
- The meeting ended with a vote of thanks to the chair.

The meeting was attended by the below mentioned members:

Sr. No.	Name of member	Designation	Signature
1	Mrs. Reshma Landge	Member-Secretary	
2	Mrs. Dipali Waghulde	Member	
3	Mrs. Pranita Marodkar	Member	
4	Dr. Pragati Gore	Member	
5	Mrs. Sheetal Mhaske	Member	
6	Mrs. Madhura Joshi	Member	
7	Mrs. Ashwini Bhosale	Member	
8	Ms. Aditi S Sutar	Student representative	



IQAC Co-ordinator
Prof. Sachin Chavan



Principal
Dr. Ashok Patil











RAJMATA JIJAU SHIKSHAN PRASARAK MANDALS
RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S
Arts commerce & Science College,
Landewadi, Bhosari, Pune- 411 039

Meeting of: Women Redressal Committee

Date: 18/10/2022

The meeting of the Women Redressal Committee was held on 18/ 10/2021 at 10:30 am at the Principal Office, RJSPM's ACS College.

The meeting was attended by the below mentioned members:

Sr. No.	Name of member	Designation	Signature
1	Mrs. Reshma Landge	Member-Secretary	
2	Mrs. Dipali Waghulde	Member	
3	Mrs. Pranita Marodkar	Member	
4	Dr. Pragati Gore	Member	
5	Mrs. Sheetal Mhaske	Member	
6	Mrs. Madhura Joshi	Member	
7	Mrs. Ashwini Bhosale	Member	
8	Ms. Aditi S. Sutar	Student representative	


IQAC Co-ordinator
Prof. Sachin Chavan


Principal
Dr. Ashok Patil



RAJMATA JIJAU SHIKSHAN PRASARAK MANDALS
ARTS, COMMERCE AND SCIENCE COLLEGE,
LANDEWADI, BHOSRI-39

NOTICE

Date: 14/12/2022

To,
The Committee Members
Women Redressal Committee
RJSPM's ACS College,
Bhosari-39

Subject: Meeting to discuss themes for Poster Presentation at Comfiesta Exhibition 22-23

This is to inform all Committee members that a meeting has been arranged at the Principal Sir's office at 10:15 am on 15/12/2022.


Kindly be present at the scheduled time and date.

Agenda:

1. To encourage the society to be sensitive to all kinds of violence against women, to raise awareness of the extent of violence.
2. To raise awareness of people by using the power of art and the language of design, and to present posters, which are one of the products of graphic design that contain giving a message.


IQAC Co-ordinator
Prof. Sachin Chavan




Principal
Rajmata Jijau Shikshan Prasarak Mandal
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

**Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College, Bhosari, Pune-39
Minutes of meeting**

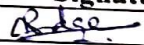

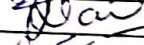

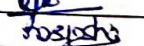
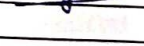
Meeting of: Women Redressal Committee

The meeting of the women Redressal Committee was held on 15/12/2022 at 10:15 am at the Principal's office, RJSPM's ACS college. The meeting was started with welcome of all the members by the the chairperson of the meeting. The agenda was read by the chairperson and meeting proceeds for further discussions.

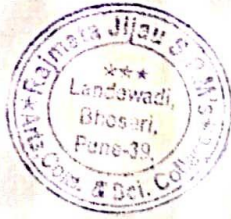
Following points were discussed in details.


1. Chairperson along with members gives proposal for conduction of poster presentation on women redressal issues.
2. Themes for poster presentation were discussed with principal sir.
3. After discussion with members six topics were finalized by chairperson and principal.
4. Following topics were finalized
 - Protection of women from domestic violence
 - Sexual harassment of women at the workplace
 - Respect for women
 - Women empowerment
 - Women's rights at the workplace
 - Harassment of women on social media.

The meeting was attended by the following members.

Sr.No.	Name of the member	Designation	Signature
1.	Prof. Reshma Landge	In-Charge of committee	
2.	Mrs. Ashwini Bhosale	Member	
3.	Prof. Pranita Marodkar	Member	
4.	Dr. Pragati Gore	Member	
5.	Prof. Sheetal Mhaske	Member	
6.	Prof. Dipali Waghulde	Member	
7.	Prof. Madura Joshi	Member	
8.	Ms. Aditi Sutar	Student Representative	


IQAC Co-ordinator
Prof. Sachin Chavan




Principal
Dr. Ashok Patil
Principal
Rajmata Jijau Shikshan Prasarak Mandal
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.



राजवाढे विवाक शलषण फलारक ढंडळढे
कला, वाणलक्य व वलडलान ढहावलडलालय

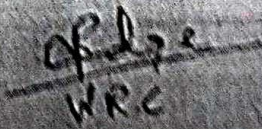
दल. २ॡ/२ॢ/२०२ॢ

— ॡ सुघना ॡ—

ढहावलडलालयतील सनं वलडलारथीना कळवलणुडलत धेते की, Women Redressal Committee ध्या अंतर्गत दल. २ॡ दलसेवर २०२ॢ रोजी ढहावलडलालयत ढीयंतरील अत्याचार' धा वलषयावर ढोस्टर ढदरशन कलर्यकषाते आयोजन कलषुडलत धेवुन आहे. तरी जलसुीत जलसु वलडलारथीनी धा कलर्यकषात आपला सहडलण ढीदवुनल.

ढोस्टर ढदरशनासलठी खलसुील ढडलधे वलषय आहेत.

१. कौटुवलक दलसलचलरलढलषून ढहललललंते संरक्षण
२. कलरडललल ठलवडलणी ढहलललंलल लैणलक छळ
३. ढहलललंलल आदर
- ॣ. ढहललल सलसडीकरण
- ॡ. कलरडललल ठलवडलणी असलेले ढहलललंलल अधलकर
- ॥. सलशल ढलडुीयलचरील ढहलललंलल छळ


WRC


ढलचलर्य



WRC Meeting




I/C Principal

Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

Poster Presentation on Women's Issues and Their Empowerment



I/C Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

**RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S
ARTS, COMMERCE AND SCIENCE COLLEGE,
LANDEWADI, BHOSARI, PUNE-39**

Activity Report of Poster Exhibition

Women Anti- Sexual Harassment Cell of Rajmata Jijau Shikshan Prasarak Mandal's Arts, Commerce and Science, Landewadi Bhosari College has organized a Poster Exhibition on "Women's Issues and their Empowerment" on 29th December 2022. The Exhibition was organised to aware students and society regarding women problems as well as to get solution for the same. Total 30 Posters were displayed alongwith Committee members details and presented the working procedure of cell in detail.

The Exhibition inaugurated by Trustee and Corporator Mr. Vikrant Lande Sir . The students of all departments enthusiastically participated in the programme. The activity was conducted under the Guidance of Principal Dr. Ashok Patil sir and Vice - Principal Prof. Kiran Chaudhari sir. The In-charge of Women Anti- Sexual Harassment Cell is Prof. Reshma Landge

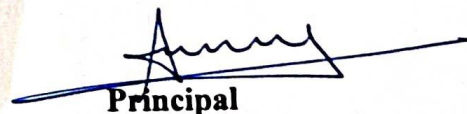
The Poster Exhibition was well organised and coordinated. The students were enthusiastic and sensible to work on this social issue. The male students and Professors' cooperated and supported for this social cause. This is called a "True Positive Power" of Rajmata Jijau College. The huge success of the Exhibition encouraged to organize many more like this in future.

The Principal Dr. Ashok Patil, Vice- Principal Prof. Kiran Chaudhari, Registrar Mrs. Ashwini Chavan, IQAC Co-ordinator Prof. Sachin Chavan, all the teaching and non-teaching staff attended and appreciated for this efforts towards Women Empowerment and Social awareness through the Exhibition.



In-Charge

Prof. Reshma Landge



Principal

Dr. Ashok Patil