



ASHOKA CENTER FOR BUSINESS AND COMPUTER STUDIES

Ashoka Education Foundation's

Recognized by Government of Maharashtra, Affiliated to Savitribai Phule Pune University (ID No. PU/NS/CB/143/2009)
AISHE Code C-42104 NAAC Accredited with B+ Grade ISO Certified 9001:2015 Minority Institutions (Linguistic)

Date:28/07/2022

NOTICE

All the members of Internal complaint committee are requested to remain present for meeting at 4.00 pm on Monday, 01/08/2022 in board room.

Agenda of the meeting:

- Welcome all members for new academic year 2022-23
- To Review Annual report of Internal Complaint Committee for previous Academic year 2021-22
- Activities for this year.
- Addition point or issue if any

Dr. Manisha Shirsath

Presiding officer

Internal Complaint Committee(ICC)



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Internal Complaint Committee Minutes of Meeting

Date of Conduction: 01/08/2022

Time: 4:00 to 4:30pm

Venue: Board Room

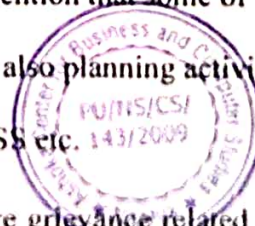
Meeting Attended by:

- Dr. Manisha Shirsath (Chairperson)
- Mrs. Pratima Jagle
- Mrs. Sonali Ingle
- Mr. Rahul Sonawane
- Mr. Kiran Bhamare
- Mr. Akshay Chande
- Ms. Neha Mandane

Manisha Shirsath
Pratima Jagle
Sonali Ingle
Rahul Sonawane
Kiran Bhamare
Akshay Chande
Neha Mandane

Agenda Points:

- **Orientation of ICC :** presiding officer Dr. Manisha Sandip Shirsath welcomed all the members of the Committee and also orient all the members about objectives , functioning of ICC. Further, she mentioned that it was the first meeting of the ICC and had detailed discussions on the activities to be carried out for the academic year 2022-23.
- **Activity Conduction:** Committee Decided to conduct 3 to 4 activities related to create awareness among employees and students about Gender sensitivity, gender equality, POSH act, Celebration of women's day etc. and she also mention that some of the activities we have to conduct in collaboration with other cells who are also planning activities related to women so contact to cells like Student development cell, NSS etc.
- **Grievance Box:** Mount a box near to library where grievance related to sexual harassment





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will be put by students or else aggrieved person can directly contact to ICC

- The presiding officer conveyed her thanks to the members for attending the meeting and the members agreed that the Committee will meet every quarter on a regular basis or earlier, if need arise. Meeting ended with vote of thanks by Chairperson.

Dr. Manisha Shirsath

Presiding officer

Internal Complaint Committee(ICC)



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Internal Complaint Committee

Minutes of Meeting

Date of Conduction: 22/11/2022

Time: 2:00 to 2:45pm

Venue: Board Room

Meeting Attended by:

- Dr. Manisha Shirsath (Chairperson)
- Mrs. Pratima Jagle
- Mrs. Sonali Ingle
- Mr. Rahul Sonawane
- Mr. Kiran Bhamare
- Mr. Akshay Chande
- Ms. Neha Mandane

Presenting minutes of meeting of previous meeting

Action taken Report:

- Suggestion Box mounted near library for grievance submission
- Activities planned for whole year
 - Expert Session on Gender Equity
 - workshop session on self defence
 - Women's day Celebration etc

Agenda Points:

- **Display of posters:** To create awareness and continuous sensitization among the employees & student, it is essential to place posters/notices at department notice Board and other prime location in the college campus.
- **Complaint:** The Committee noted that no complaint of sexual harassment has been received from any employee /Student till date.



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- **Review of the activities planned.:** Committee decided activities like women health, self-defence and laws for women organised in collaboration with Student Development Cell.
- Meeting ended with vote of thanks by Chairperson.

Dr. Manisha Shirsath

Presiding officer

Internal Complaint Committee(ICC)



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Date:24/02/2023

NOTICE

All the members of Internal complaint committee are requested to remain present for meeting at 3.00 pm on Wednesday, 01/03/2023 in board room.

Agenda of the meeting are:

- 1) Review of last MoM
- 2) Celebration of women's day, etc.
- 3) Additional issues if any.


Dr. Mamisha Shirsath

Presiding officer

Internal Complaint Committee(ICC)





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Internal Complaint Committee

Minutes of Meeting

Date of Conduction: 01/03/2021

Time: 3:00 to 3:45 pm

Meeting Attended by:

- Dr. Manisha Shirsath (Chairperson)
- Mrs. Pratima Jagle
- Adv. Rashmi Jape - Mujumdar
- Mrs. Sonali Ingle
- Mr. Rahul Sonawane
- Mr. Kiran Bhamare
- Mr. Akshay Chande
- Ms. Neha Mandane

(Handwritten signatures and initials next to the list of attendees)

Review of previous meeting minutes of meeting

Action taken Report:

Activities like seminar on women health issues, self-defence and laws for women were organized by ICC in collaboration with Student Development Cell

Agenda Points:

- **Complaint:** The Committee noted that no complaint of sexual harassment has been received from any woman employee as well as from students of any department.
- **Planning for Women's day celebration:** Also in this meeting committee decided about how to celebrate International women's day which will be in month of March. Unanimously all decided to have on expert session on DigitALL: Innovation and technology for gender equality. to know role of technology in Gender Equality





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- **Annual Report Preparation:** Dr. Manisha Shirsath as chairperson going prepare Annual report of ICC activities as soon as all activities get over and in next r meeting will discuss report with ICC members.
- Meeting ended with vote of thanks by Chairperson.

Dr. Manisha Shirsath

Presiding officer

Internal Complaint Committee(ICC)



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Date:08/05/2023

NOTICE

All the members of Internal complaint committee are requested to remain present for meeting at 3.00 pm on Tuesday, 16/05/2023 in board room.

Agenda of the meeting are:

- 1) Review of last MOM
- 2) Annual Report Presentation
- 3) Additional issues if any.

Dr. Manisha Shirasath

Presiding officer

Internal Complaint Committee(ICC)



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Internal Complaint Committee Minutes of Meeting

Date of Conduction: 16/05/2023

Time: 3:00pm to 4:00pm

Venue: Board Room

Meeting Attended by:

- Dr. Manisha Shirsath (Chairperson)
- Mrs. Pratima Jagle
- Adv. Rashmi Jape -Mujumdar
- Mrs. Sonali Ingle
- Mr. Rahul Sonawane
- Mr. Kiran Bhamare
- Mr. Akshay Chande
- Ms. Neha Mandane

Action Taken Report

International Women's Day activity conducted successfully on 8th March by knowing role of digital technology in gender equality.

Annual Report Prepared for ICC

Agenda Points:

- **No Complaint:** The Committee noted that no complaint of sexual harassment has been received from any woman employee as well as from students of any department.
- **ICC Annual Report:** Chairperson presented annual ICC report in front of all members and welcome their suggestion as an improvement for next academic year 2023-24.
- Meeting ended with vote of thanks by Chairperson.

Dr. Manisha Shirsath

Presiding officer

Internal Complaint Committee(ICC)



Principal

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Annual Report of Internal Complaint Committee (ICC)

for Academic Year 2022-23

ICC has been constituted as per the 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013' as passed by the Parliament of India to provide protection against sexual harassment of women at workplace and redressal of associated complaints. This committee shall address sexual harassment issues faced by girl students/women staff inside the college premises. The committee is functional with the following members

Sr. No	Name	Designation	Position
1	Dr. Manisha Shirsath	Assistant Professor	Presiding Officer & Member
2	Mrs. Pratima Jagle	Assistant Professor	Member
3	Adv. Rashmi Jape -Mujumdar	Advocate at Nasik District Court	Consultant-Member
4	Mrs. Sonali Ingle	Assistant Professor	Member
5	Mr. Rahul Sonawane	Assistant Professor	Member
6	Mr. Kiran Bhamare	Non-Teaching	Member
7	Mr. Akshay Chande	Student	Student Member
8	Ms. Neha Mandane	Student	Student Member

Complaint Details:

Sr.No	Name & Designation of Complainant	Complaint Against (Name & Designation)	Nature of Complaint	Date of receipt of complaint by ICC	Status of ICC enquiry	Remark
Nil	Nil	Nil	Nil	Nil	Nil	Nil



Details about the activities carried out under ICC:

Sr.No	Activity	Date
1	Expert Session Gender Equality by Mr. Ajit Takke	26 th August 2022
2	Seminar on Women Health Issue	28 th November 2022
3	Seminar on Various Laws and Scheme for Women	29 th November 2022
4	Seminar on Self Defence	30 th November 2022
5	Women's Day Celebration	8 th March 2023

1. Expert Session on Gender Equality

ICC organized Gender Equality Session on 26th August 2022 and for that we invited Resource person Mr. Ajit Takke who explained what gender equality and its importance. He explained gender equality with examples. The session was coordinated by Dr. Manisha Shirsath.& Sarika Kondekar



2. Seminar on Women Health Issue

Student Development Cell in collaboration with ICC organised seminar on Women Health issues on 28th November 2022 and Mrs. Kunda Mahajan, Consulting Sports Nutritionist had been called as an expert for seminar who make girl students aware about health issues and how to resolve it.



3. Seminar on Various Laws and Scheme for Women

To educate the girls about various women-specific legislations to protect women against social discrimination, violence and atrocities, Student Development Cell in collaboration with ICC organised seminar on Various Laws and Scheme for Women on 29th November 2022.

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4. Seminar on Self Defence

Student development cell in collaboration with has ICC organized workshop on Self Defence for girl students and faculties under Nirbhay Kanya Abhiyan on karate with objective of to give basic knowledge of karate on 30th November 2022.



5. Womens Day Celebration

ICC celebrated International Womens' Day on 8th March 2023 on theme DigitALL: Innovation and technology for gender equality. Miss Sneha Mandlik, Netwin System and Software (I) Pvt. Ltd invite as invitee for same to empower women for use digital technology for gender equality.

Dr. Manisha Shirsath

Presiding officer

Internal Complaint Committee(ICC)



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