

**Academic Year
2022-23**



Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Sexual Harassment Committee (Internal Complaint Committee)
Annual Report
Academic Year 2022-23

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business with includes a right to a safe environment free from sexual harassment; AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India; AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

Functions:

1. Internal Compliance committee is formed to maintain a healthy atmosphere among the Students, Faculty, Parents, and Management.
2. To keep the college dignified by ensuring a conflict-free atmosphere.
3. To ensure effective solutions for both the students and staff grievances with an impartial and fair approach.
4. Women complaints of Harassment if any will be handled confidentially to safeguard the individuals name and fame.
5. Caste based discrimination if any appealed to the committee members will be previewed as per the norms of the government.





Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Procedure to determine complaints to ICC

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 procedure for determining complaints filed to the Internal Complaints Committee (ICC) constituted under the Act. Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the ICC. 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.

With regard to the above subject, we would like to bring to your kind notice that, ICC is periodically organizing meetings and awareness programs for staff and students. In addition to that we would like to mention that no complaints have been reported before the ICC, either directly or indirectly for the academic year-2022-23. This is for your information and needful.



Dr. Daniel Penkar
Director SIOM



Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

(Internal Complaint Committee)

Sexual Harassment Committee

Date: 21st February 2023

Venue: Syndicate Room, First floor

Time: 3.00pm to 4.30pm

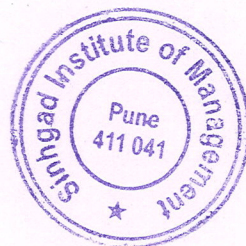
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curb decided as per previous meeting.
2. To increase the awareness of sexual harassment among the students.
3. To inform students about communication time.
4. To take the decision for distribution of sexual harassment handbook.
5. To plan various activities about gender equity and gender sensitization

Minutes of meeting:

1. It has been discussed about the discipline of students was undertaken.
2. All Class coordinators are reinstructed to increase the awareness of sexual harassment among the students.
3. The timings for communication between students and faculty need to continue.
4. It has been decided to distribute the Prevention of Sexual harassment content to students during the induction itself.
5. It has been decided to conduct two guest sessions on gender equity and gender sensitization.





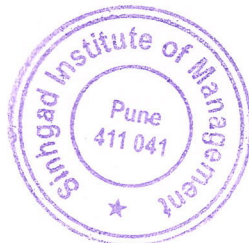
Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 21st February 2023

| Sr. No. | Name of Members | Designation | Signature |
|---------|------------------------------|----------------------------------|-------------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Chandrani Singh | Professor & HOD-MCA | |
| 3 | Dr. Sagar Pawar | Coordinator | |
| 4 | Prof. Monalisa Bhinge | Coordinator | |
| 5 | Dr. Manisha Badgajar | Faculty Representative | |
| 6 | Dr. Ankush Kudale | Faculty Representative | |
| 7 | Prof. Pratapsinh Patil | Faculty Representative | |
| 8 | Mrs. Sushma Chavan | Member | |
| 9 | Mr. Saurabh Sarnathe | Member | ABSENT |
| 10 | Mrs. D. S. Bhalerao | Member | Dem |
| 11 | Mr. B. S. Chougule | Member | chougule |
| 12 | Mr. Kulkarni Shrihari | Student Representative-MCA | |
| 13 | Ms. Dhamal Rutuja | Student Representative-MCA | Ram |
| 14 | Mrs. Rupali Warokar | Registrar & Admin Representative | Rupali |
| 15 | Mr. Akhilesh Mahesh Nagarkar | Student Representative-MBA | A. Nagarkar |
| 16 | Ms. Jayashri Rajendra Patil | Student Representative-MBA | Jayashri |





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

(Internal Complaint Committee)

Sexual Harassment Committee

Date: 19th September 2022

Venue: First floor, Syndicate room

Time: 4.00pm to 5.00pm

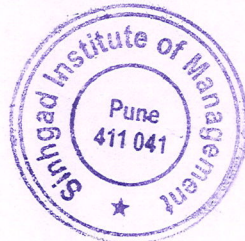
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To increasing awareness regarding sexual harassment.
2. To circulate sexual harassment handbook among the students.
3. To inform students about the communication between working hours.
4. To conduct various activities about gender equity and gender sensitization.

Minutes of meeting:

1. It has been discussed to maintain decorum among the students in the class room and campus.
2. All class coordinators are instructed to increase the awareness regarding sexual harassment among the students.
3. As per guidelines of UGC, the prevention of sexual harassment handbook, needs to be circulated to all students and faculty.
4. All communication between faculty and students must be restricted to working hours only. Exception may be considered only in case of emergency with the consent of the Director.
5. It has been decided to conduct various activities about gender equity and gender sensitization for the students.





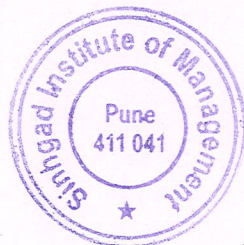
Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 19th September 2022

| Sr. No. | Name of Members | Designation | Signature |
|---------|---------------------------------|-------------------------------------|-----------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Chandrani Singh | Professor & HOD-MCA | |
| 3 | Dr. Sagar Pawar | Coordinator | |
| 4 | Prof. Monalisa Bhinge | Coordinator | |
| 5 | Dr. Manisha Badgujar | Faculty Representative | |
| 6 | Dr. Ankush Kudale | Faculty Representative | |
| 7 | Prof. Pratapsinh Patil | Faculty Representative | |
| 8 | Mrs. Sushma Chavan | Member | |
| 9 | Mr. Saurabh Sarnathe | Member | ABSON |
| 10 | Mrs. D. S. Bhalerao | Member | |
| 11 | Mr. B. S. Chougule | Member | |
| 12 | Mr. Kulkarni Shrihari | Student Representative-MCA | |
| 13 | Ms. Dhamal Rutuja | Student Representative-MCA | |
| 14 | Mrs. Rupali Warokar | Registrar & Admin Representative | |
| 15 | Mr. Akhilesh Mahesh Nagarkar | Student Representative-MBA | |
| 16 | Ms. Jayashri Rajendra Patil | Student Representative-MBA | |



**Academic Year
2021-22**



Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Sexual Harassment Committee (Internal Complaint Committee)
Annual Report
Academic Year 2021-22

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business with includes a right to a safe environment free from sexual harassment; AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India; AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

Functions:

1. Internal Compliance committee is formed to maintain a healthy atmosphere among the Students, Faculty, Parents, and Management.
2. To keep the college dignified by ensuring a conflict-free atmosphere.
3. To ensure effective solutions for both the students and staff grievances with an impartial and fair approach.
4. Women complaints of Harassment if any will be handled confidentially to safeguard the individuals name and fame.
5. Caste based discrimination if any appealed to the committee members will be previewed as per the norms of the government.





Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Procedure to determine complaints to ICC

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 procedure for determining complaints filed to the Internal Complaints Committee (ICC) constituted under the Act. Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the ICC. 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.

With regard to the above subject, we would like to bring to your kind notice that, ICC is periodically organizing meetings and awareness programs for staff and students. In addition to that we would like to mention that no complaints have been reported before the ICC, either directly or indirectly for the academic year-2021-22. This is for your information and needful.



Dr. Daniel Penkar
Director SIOM



Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

(Internal Complaint Committee)

Sexual Harassment Committee

Date: 25th February 2022

Venue: Online meeting on Microsoft Teams

Time: 3.00pm to 4.30pm

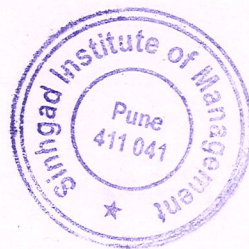
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curb decided as per previous meeting.
2. To increase the awareness of sexual harassment among the students
3. To inform students about communication time
4. To take the decision for distribution of sexual harassment handbook

Minutes of meeting:

1. As the teaching is in the online mode in the current semester, discussion regarding discipline of students was undertaken.
2. No untoward incident had occurred between the concerned period.
3. All Class coordinators are reinstructed to increase the awareness of sexual harassment among the students.
4. All the class coordinators were commended for their impeccable job.
5. The timings for communication between students and faculty need to continue.
6. It has been decided to distribute the Prevention of Sexual harassment content to students during the induction itself.





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 25th February 2022

| Sr. No. | Name of Members | Designation | Signature |
|---------|-----------------------|---|-----------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Chandrani Singh | Professor & HOD-MCA | |
| 3 | Dr. Sagar Pawar | Faculty Representative | |
| 4 | Dr. Manisha Badgujar | Faculty Representative | |
| 5 | Dr. Khawaja Rahman | Faculty Representative | |
| 7 | Dr. Milind Godase | Faculty Representative | |
| 8 | Mrs. Rupali Warokar | Registrar & Admin Representative | |
| 9 | Dr. Sanmath Shetty | Staff Representative-Male | Absent |
| 10 | Ms. Kumudini Manwar | Representative SC/ST/Minority-Female | |
| 11 | Ms. Priyanka Mandhana | External Female Representative | |
| 12 | Mr. Tanmay Jambhale | Student Representative- MBA | |
| 13 | Mr. Jayant Ghewade | Student Representative-MCA | |
| 14 | Ms. Sonal Agarwal | Student Representative- MBA | |
| 15 | Ms. Meetal Mahurkar | Student Representative -MCA | |





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

(Internal Complaint Committee)

Sexual Harassment Committee

Date: 17th September 2021

Venue: Online meeting on Microsoft Teams

Time: 4.00pm to 5.00pm

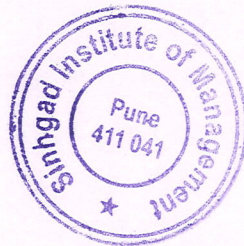
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss sexual harassment curbs in online medium
2. To increasing awareness regarding sexual harassment
3. To inform students about the communication between working hours
4. To circulate sexual harassment handbook among the students

Minutes of meeting:

1. As the teaching is in the online mode in the current semester, it has been discussed to maintain decorum among the students during the online sessions.
2. All class coordinators are instructed to increase the awareness regarding sexual harassment among the students.
3. All communication between faculty and students must be restricted to working hours only. Exception may be considered only in case of emergency with the consent of the Director.
4. As per guidelines of UGC, the prevention of sexual harassment handbook, needs to be circulated to all students and faculty.





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 17th September 2021

| Sr. No. | Name of Members | Designation | Signature |
|---------|-----------------------|---|-----------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Chandrani Singh | Professor & HOD-MCA | |
| 3 | Dr. Sagar Pawar | Faculty Representative | |
| 4 | Dr. Manisha Badgujar | Faculty Representative | |
| 5 | Dr. Khawaja Rahman | Faculty Representative | |
| 7 | Dr. Milind Godase | Faculty Representative | |
| 8 | Mrs. Rupali Warokar | Registrar & Admin Representative | |
| 9 | Dr. Sanmath Shetty | Staff Representative-Male | Absent |
| 10 | Ms. Kumudini Manwar | Representative SC/ST/Minority-Female | |
| 11 | Ms. Priyanka Mandhana | External Female Representative | |
| 12 | Mr. Tanmay Jambhale | Student Representative- MBA | |
| 13 | Mr. Jayant Ghewade | Student Representative-MCA | |
| 14 | Ms. Sonal Agarwal | Student Representative- MBA | |
| 15 | Ms. Meetali Mahurkar | Student Representative -MCA | |



**Academic Year
2020-21**



Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

**Sexual Harassment Committee (Internal Complaint Committee)
Annual Report
Academic Year 2020-21**

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business with includes a right to a safe environment free from sexual harassment; AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India; AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

Functions:

1. Internal Compliance committee is formed to maintain a healthy atmosphere among the Students, Faculty, Parents, and Management.
2. To keep the college dignified by ensuring a conflict-free atmosphere.
3. To ensure effective solutions for both the students and staff grievances with an impartial and fair approach.
4. Women complaints of Harassment if any will be handled confidentially to safeguard the individuals name and fame.
5. Caste based discrimination if any appealed to the committee members will be previewed as per the norms of the government.





Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Procedure to determine complaints to ICC

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 procedure for determining complaints filed to the Internal Complaints Committee (ICC) constituted under the Act. Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the ICC. 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.

With regard to the above subject, we would like to bring to your kind notice that, ICC is periodically organizing meetings and awareness programs for staff and students. In addition to that we would like to mention that no complaints have been reported before the ICC, either directly or indirectly for the academic year-2020-21. This is for your information and needful.



Dr. Daniel Penkar
Director SIOM



Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

Sexual Harassment Committee

(Internal Complaint Committee)

Date: 26th February 2021

Venue: Virtual meeting on Microsoft Teams

Time: 4.00pm to 4.30pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curbs decided as per previous meeting.

Minutes of meeting:

1. Due to the online medium of Instructions to be followed, during the current academic year, discussion regarding discipline of students was undertaken. No untoward incident had occurred between the concerned period.
2. All class coordinators are reinstructed to keep a watch to ensure that there are no cases of sexual harassment among the students. All the class coordinators were commended for their impeccable job. The timings for communication between students and faculty need to continue.
3. It has been decided to distribute the previous of sexual harassment content to students during the induction itself.





Sinhgad Institutes

Sinhgad Technical Education Society's

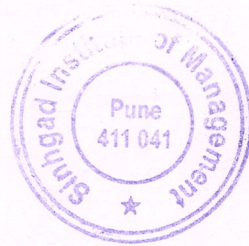
SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 26th February 2021

| Sr. No. | Name of Members | Designation | Signature |
|---------|-----------------------|--|-----------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Chandrani Singh | Professor & HOD-MCA | |
| 3 | Dr. Sagar Pawar | Faculty Representative | |
| 4 | Dr. Manisha Badgujar | Faculty Representative | |
| 5 | Dr. Khawaja Rahman | Faculty Representative | |
| 7 | Dr. Manisha Kumbhar | Faculty Representative | |
| 8 | Dr. Milind Godase | Faculty Representative | |
| 9 | Mrs. Rupali Warokar | Registrar & Admin Representative | |
| 10 | Dr. Sanmath Shetty | Staff Representative-Male | |
| 11 | Ms. Kumudini Manwar | Representative SC/ST/ Minority-Female | |
| 12 | Ms. Priyanka Mandhana | External Female Representative | |
| 13 | Mr. Tanmay Jambhale | Student Representative-MBA | |
| 14 | Mr. Jayant Ghewade | Student Representative-MCA | |
| 15 | Ms. Sonal Agarwal | Student Representative-MBA | |
| 16 | Ms. Meetal Mahurkar | Student Representative-MCA | |





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

Sexual Harassment Committee

(Internal Complaint Committee)

Date: 18th September 2020

Venue: Virtual meeting on Microsoft Teams

Time: 4.00pm to 5.00pm

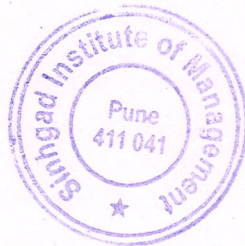
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss sexual harassment curbs in online medium
2. To increasing awareness regarding sexual harassment

Minutes of meeting:

1. Due to the online medium of Instructions to be followed, during the current academic year, it has been discussed to maintain decorum among the students during virtual sessions and also issue strict guidelines to be adhered by students and faculty alike.
2. All class coordinators to keep a watch to ensure that there are no cases of sexual harassment within the institute. All Communication between faculty and students must be restricted to working hours only. Exception may be considered only in case of emergency with the consent of the Director.
3. As per guidelines of UGC, the prevention of sexual harassment handbook, needs to be circulated to all students and faculty.





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 18th September 2020

| Sr. No. | Name of Members | Designation | Signature |
|---------|-----------------------|--|-----------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Chandrani Singh | Professor & HOD-MCA | |
| 3 | Dr. Sagar Pawar | Faculty Representative | |
| 4 | Dr. Manisha Badgujar | Faculty Representative | |
| 5 | Dr. Khawaja Rahman | Faculty Representative | |
| 6 | Dr. Manisha Kumbhar | Faculty Representative | |
| 7 | Dr. Milind Godase | Faculty Representative | |
| 8 | Mrs. Rupali Warokar | Registrar & Admin Representative | |
| 9 | Dr. Sanmath Shetty | Staff Representative-Male | |
| 10 | Ms. Kumudini Manwar | Representative SC/ST/ Minority-Female | |
| 11 | Ms. Priyanka Mandhana | External Female Representative | |
| 12 | Mr. Tanmay Jambhale | Student Representative-MBA | |
| 13 | Mr. Jayant Ghewade | Student Representative-MCA | |
| 14 | Ms. Sonal Agarwal | Student Representative-MBA | |
| 15 | Ms. Meetali Mahurkar | Student Representative-MCA | |



**Academic Year
2019-20**



Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Sexual Harassment Committee (Internal Complaint Committee)
Annual Report
Academic Year 2019-20

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business with includes a right to a safe environment free from sexual harassment; AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India; AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

Functions:

1. Internal Compliance committee is formed to maintain a healthy atmosphere among the Students, Faculty, Parents, and Management.
2. To keep the college dignified by ensuring a conflict-free atmosphere.
3. To ensure effective solutions for both the students and staff grievances with an impartial and fair approach.
4. Women complaints of Harassment if any will be handled confidentially to safeguard the individuals name and fame.
5. Caste based discrimination if any appealed to the committee members will be previewed as per the norms of the government.





Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Procedure to determine complaints to ICC

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 procedure for determining complaints filed to the Internal Complaints Committee (ICC) constituted under the Act. Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the ICC. 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.

With regard to the above subject, we would like to bring to your kind notice that, ICC is periodically organizing meetings and awareness programs for staff and students. In addition to that we would like to mention that no complaints have been reported before the ICC, either directly or indirectly for the academic year-2019-20. This is for your information and needful.



Dr. Daniel Penkar
Director SIOM



Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

Sexual Harassment Committee

(Internal Complaint Committee)

Date: 20th February 2020

Venue: Syndicate Room, First floor

Time: 3.00pm to 4.30pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curb decided as per previous meeting.
2. To increase the awareness of sexual harassment among the students.
3. To inform students about communication time.
4. To take the decision for distribution of sexual harassment handbook.
5. To plan various activities about gender equity and gender sensitization

Minutes of meeting:

1. It has been discussed about the discipline of students was undertaken.
2. All Class coordinators are reinstructed to increase the awareness of sexual harassment among the students.
3. The timings for communication between students and faculty need to continue.
4. It has been decided to distribute the Prevention of Sexual harassment content to students during the induction itself.
5. It has been decided to conduct two guest sessions on gender equity and gender sensitization.





Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 20th February 2020

| Sr. No. | Name of Members | Designation | Signature |
|---------|--------------------------|--------------------------------------|-----------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Shubhangee Ramaswamy | Chairperson | |
| 3 | Prof. Gopa Das | Coordinator | |
| 4 | Dr. Sagar Pawar | Faculty Representative | |
| 5 | Dr. Manisha Kumbhar | Faculty Representative | |
| 6 | Dr. Milind Godase | Faculty Representative | |
| 7 | Mrs. Rupali Warokar | Registrar & Admin Representative | |
| 8 | Mr. Nisar Sheikh | Staff Representative-Male | |
| 9 | Ms. Kumudini Manwar | Representative SC/ST/Minority-Female | |
| 10 | Ms. Priyanka Mandhana | External Female Representative | |
| 11 | Mr. Sahil Ansare | Student Representative-F-MBA | |
| 12 | Mr. Gajanan Garkar | Student Representative-F-MCA | |
| 13 | Ms. Amruta Wadkar | Student Representative-M-MBA | |
| 14 | Ms. Pooja Kshirsagar | Student Representative-M-MCA | |





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting

Sexual Harassment Committee

(Internal Complaint Committee)

Date: 20th September 2019

Venue: First floor, Syndicate room

Time: 4.00pm to 5.00pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To increasing awareness regarding sexual harassment.
2. To circulate sexual harassment handbook among the students.
3. To inform students about the communication between working hours.
4. To conduct various activities about gender equity and gender sensitization.

Minutes of meeting:

1. It has been discussed to maintain decorum among the students in the class room and campus.
2. All class coordinators are instructed to increase the awareness regarding sexual harassment among the students.
3. As per guidelines of UGC, the prevention of sexual harassment handbook, needs to be circulated to all students and faculty.
4. All communication between faculty and students must be restricted to working hours only. Exception may be considered only in case of emergency with the consent of the Director.
5. It has been decided to conduct various activities about gender equity and gender sensitization for the students.





Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041

Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Attendance for 20th September 2019

| Sr. No. | Name of Members | Designation | Signature |
|---------|--------------------------|--|-----------|
| 1 | Dr. Daniel Penkar | Chairperson | |
| 2 | Dr. Shubhangee Ramaswamy | Chairperson | |
| 3 | Prof. Gopa Das | Coordinator | |
| 4 | Dr. Sagar Pawar | Faculty Representative | |
| 5 | Dr. Manisha Kumbhar | Faculty Representative | |
| 6 | Dr. Milind Godase | Faculty Representative | |
| 7 | Mrs. Rupali Warokar | Registrar & Admin Representative | |
| 8 | Mr. Nisar Sheikh | Staff Representative-Male | |
| 9 | Ms. Kumudini Manwar | Representative SC/ST/Minority- Female | |
| 10 | Ms. Priyanka Mandhana | External Female Representative | |
| 11 | Mr. Sahil Ansare | Student Representative-F-MBA | |
| 12 | Mr. Gajanan Garkar | Student Representative-F-MCA | |
| 13 | Ms. Amruta Wadkar | Student Representative-M-MBA | |
| 14 | Ms. Pooja Kshirsagar | Student Representative-M-MCA | |



Academic Year 2018-19



Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Sexual Harassment Committee (Internal Complaint Committee)
Annual Report
Academic Year 2018-19

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto. WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business with includes a right to a safe environment free from sexual harassment; AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India; AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

Functions:

1. Internal Compliance committee is formed to maintain a healthy atmosphere among the Students, Faculty, Parents, and Management.
2. To keep the college dignified by ensuring a conflict-free atmosphere.
3. To ensure effective solutions for both the students and staff grievances with an impartial and fair approach.
4. Women complaints of Harassment if any will be handled confidentially to safeguard the individuals name and fame.
5. Caste based discrimination if any appealed to the committee members will be previewed as per the norms of the government.





Sinhgad Institutes

Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF MANAGEMENT
(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Procedure to determine complaints to ICC

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 procedure for determining complaints filed to the Internal Complaints Committee (ICC) constituted under the Act. Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the ICC. 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.

With regard to the above subject, we would like to bring to your kind notice that, ICC is periodically organizing meetings and awareness programs for staff and students. In addition to that we would like to mention that no complaints have been reported before the ICC, either directly or indirectly for the academic year-2018-19. This is for your information and needful.



Dr. Parag Kalkar
Director SIOM