

President
Shri. Jagdish M. Gupta
(Ex. Minister of State, Maharashtra)
0721 (O)2522341 (R) 2572526



SIPNA SHIKSHAN PRASARAK MANDAL'S AMRAVATI
**ARTS, SCIENCE &
COMMERCE COLLEGE, CHIKHALDARA**

Distt. Amravati (Maharashtra) 444 807
NAAC Reaccredited 3rd Cycle with CGPA 2.77 at grade B++ (2018-2023)
E-mail : ascc163@sgbau.ac.in Website : www.sipnaascc.ac.in Tel. (O) 07220-230309

Outward No :

Date : 21-09-2022

Gender Sensitization Action Plan (2022-2023)

Sr. No.	Name of the Program	Proposed Duration//Month	In-charge
1	Anti-Raging Awareness Program	4 th week of September 2022	Dr. P. G. Gawande
2	Women's Grievance and Redressal awareness programmes	4 th week of September 2022 To 2 nd week of October 2022	Dr. U.R.Kokate
3	Counseling for college girl students	Regularly and periodically during 2022-2023	Dr. U.R.Kokate
4	Health awareness programme	1 st week of October 2022	Dr. P. G. Gawande Dr. S. N. Jagtap
5	International women's Day a) Workshop on "Self Employment Opportunities for Womens" b) Guest lecture on "Use of e-platforms/Social media: Safety and security" for girl students	8 th March 2023	Dr. U. S. Wasnik




PRINCIPAL
Art, Science & Commerce
College Chikhaldara

Sipna Shikshan Prasarak Mandal, Amravati's
ARTS, SCIENCE AND COMMERCE COLLEGE
CHIKHALDARA, DISTT. AMRAVATI (Maharashtra State)



Policy Document

INTERNAL COMPLAINT COMMITTEE

Sipna Shikshan Prasarak Mandal, Amravati's
Arts, Science and Commerce College
Chikhaldara, Distt. Amravati

-POLICY DOCUMENT-

INTERNAL COMPLAINT COMMITTEE

Introduction

“Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act,” 2013, provides protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for the matters connected there with or incidental thereto.

It shall be the duty of the employer or other responsible persons in workplaces or other institutions to prevent sexual harassment and to provide the procedures for the resolution, settlement, or prosecution of acts, of sexual harassment by taking all steps required.

Arts, Science and Commerce college, Chikhaldara is committed to maintain healthy environment which is free of all forms of gender violence, sexual harassment, and discrimination on the basis of gender. As directed by the act Institute has constituted a committee called “Internal Complaint Committee to Prevent Sexual Harassment of Women at the Workplace.” The Women Grievance Cell which was established initially in the college to create awareness of the Women’s rights and to empower women, has been now taken over by “Internal Complaint Committee”.

Objectives of ICC

1. To create awareness among all female students, employees and provide information to women teaching and nonteaching staff members and female students about the directions of the Internal Complaint Committee.
2. To prevent discrimination and sexual harassment by promoting gender equity among students and staff members.
3. To safeguard the rights of female students, faculty and staff members.
4. To provide platform for listening to complaints and redressed the grievances.
5. To maintain hygiene habits and ensure healthy atmosphere in and around the college campus.

Constitution of ICC

1. Presiding Office -who shall a women faculty member employed at senior level (Not below an Associate Professor in case of college)
2. Two faculty members and Non teaching employees – Nominated by executive authority
3. Three students enrolled at Under graduate and Post graduate and Research Scholar – Elected through transparent procedure
4. One Member from amongst Non government organization – Persona familiar with the issues relating to sexual harassment nominated by executive authorities



5. At least one half of the total members of the ICC shall be women and Persons in senior administrative positions shall not be the members of ICC and the term of office of the members of ICC shall be period of 3 years

What is Sexual Harassment

Sexual harassment includes any one or more of the following unwelcome acts or behaviour, unwelcome sexually determined behaviour (whether directly or by implication) in any form, such as:

- Physical contacts and advances;
- A demand or a request for sexual favours;
- Sexually coloured remarks;
- Showing pornography;
- Any other unwelcome physical, verbal/non-verbal conduct of sexual nature.

Complaint of sexual harassment

- Complaint any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Complaint Committee within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident: Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Complaint Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing: Provided further that the Internal Complaint Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.
- Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.

Definitions for reference:

Complainant: can be a Person who has been subject to Sexual Harassment and / or any Person reporting an incident of Sexual Harassment. A third party can also be a Complainant, however, a written Complaint from the Person who has been subject to Sexual Harassment is mandatory to be filed with the ICC as the case may be.

Respondent: The person who is alleged / reported to have committed an act of Sexual Harassment.



Duties of employer

Every employer shall—

- Provide a safe working environment at the workplace, shall include safety from the persons coming into contact at the workplace,
- Display at any conspicuous place in the workplace, the penal consequences of sexual harassments; and the order constituting, the Internal Complaint Committee under sub-section (1) of section 4 of the Act.
- Organise workshops and awareness programmes at regular intervals for sensitising the students and employees with the provisions of the Act and orientation programmes for the members of the Internal Complaint Committee in the manner as may be prescribed;
- Provide necessary facilities to the Internal Complaint Committee as the case may be, for dealing with the complaint and conducting an inquiry;
- Assist in securing the attendance of respondent and witnesses before the Internal Complaint Committee as the case may be;
- Make available such information to the Internal Complaint Committee as the case be, as it may require having regard to the complaint made under sub-section (1) of section 9 of the Act.
- Provide assistance to the woman if she so chooses to file a complaint in relation to the offence under the Indian Penal Code (45 of 1860) or any other law for the time being in force;
- Cause to initiate action, under the Indian Penal Code (45 of 1860) or any other law for the time being in force, against the perpetrator, or if the aggrieved woman so desires, where the perpetrator is not an employee, in the workplace at which the incident of sexual harassment took place;
- Treat sexual harassment as a misconduct under the service rules and initiate action for such misconduct;
- Monitor the timely submission of reports by the Internal Complaint Committee.

Conclusion

This is hereby clarified that Arts, Science and Commerce College, Chikhaldara shall comply the guidelines and provisions of the Sexual harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and rules made there under other laws of the land made in this regard. Also provide conducive and healthy work environment where the relationship amongst the employees/students as well as to provide them excellent, comfortable, safe and healthy work environment, so that they can come out with their best in all facets.



ML
PRINCIPAL
Arts, Science & Commerce
College, Chikhaldara

Sipna Shikshan Prasarak Mandal, Amravati's
Arts, Science and Commerce College Chikhaldara

Gender Audit 2022-2023

Prepared by

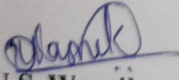
Women Development Cell

PREFACE

Gender equality is a very significant term so far as the rights, opportunities, responsibilities, and treatment of individuals are concerned, irrespective of their gender. It is the concept that people of all genders should have equal access to resources, opportunities, responsibilities, and decision-making processes, and should not be discriminated against based on their respective gender whether they were born male or female. Gender equality is not just about benefiting women; it benefits society as a whole by fostering social and economic development, promoting peace, and creating a more just and equitable world. Achieving gender equality requires efforts at multiple levels, including policy changes, legal reforms, social awareness campaigns, and changes in cultural norms and attitudes. It's an ongoing process that requires commitment from individuals, communities, governments, and international organizations.

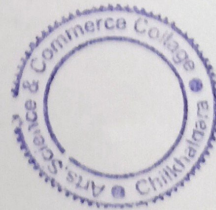
Gender equality addresses the historical and societal imbalances that have led to disparities between genders in various areas, like, school, college, Workplace, society, etc. This means equal treatment in terms of rights, opportunities, responsibilities, benefits, and obligations.

Though Gender equality has become a global issue, the liberation and emancipation of women are at the forefront of many worldwide campaigns. With the increasing awareness of gender issues, women are rapidly moving towards their upliftment in society. They are vigorously taking action against social discrimination, oppression of women at home and workplace, and exploitation. Therefore the gender audit was conducted to know whether the college campus is safe for girls and women. This audit comprises the respective sites, selection of participants, preparation of checklist, and the orientation of participants, thus the findings and sharing the results with the principal for the execution of further recommendations.


Dr. U.S. Wasnik

Coordinator/Convener

Women Development Cell





Dr. R.S. Jaipurkar

PRINCIPAL
Principal
Art, Science & Commerce
College, Chikhaldara

Arts, Science and Commerce College Chikhaldara

Gender Policy

- The institute will eliminate discrimination against girls and women.
- The institute will provide equal opportunities to all genders.
- The institute will give freedom of expression to all genders
- Grievance Redressal Cell will be accessible, unbiased, and active for all genders.
- The institute will take precautionary measures for the safety and security of all genders.

Objectives of Gender Audit

- To assess and check gender equality in the institute.
- To understand and identify gender patterns to design and deliver policies accordingly.
- To maintain gender balance in all areas of institutional activities like the decision-making process, etc.
- To measure progress in identifying critical gender gaps and challenges.
- To prevent sexual harassment in the institute.

Key Step in Gender Audit

- Appropriate Planning
- Implementation
- Drafting of a report
- Final Report

Introduction

Sipna Shikshan Prasarak Mandal, Amravati is established with specific goals and mission for overall development of people in Melghat, a tribal, remote and backward region in Amravati district of Maharashtra state. Melghat comprising of two tehsil places (Chikhaldara and Dharni) is hilly terrain at the northern extreme of the Amravati district of Maharashtra. The college is **permanently affiliated** to Sant Gadge Baba Amravati University, Amravati and is approved under section **2(f) and 12(b)** of the University Grants Commission (UGC) Act 1956. With the help of dedicated, enthusiastic and experienced faculty members and with modern teaching and research facilities, the college offers programmes like **B.A., B. Sc., B.Com.** with traditional & advanced subjects and **M.Sc. (Environmental Science)**. Whereas in UG science stream there are innovative subjects like **Petrochemical Science, Food Science, Apiculture, Industrial Chemistry and Environmental Science. Certificate, Value-added and Add-on Courses** are undertaken to impart employable and life skill education to the students. The gender audit is an initiative to study whether there is any gender discrimination in the college. It is an attempt to measure the implementation of government rules, regulations, and policies framed specially for the upliftment of girls and women in society. The Gender Audit has an insight into the problems of students and women working in the institute based on gender. This Audit helps to penetrate the impact of its present and proposed policies on gender equality.

Women Development Cell of Arts, Science and Commerce College, Chikhaldara reviews and analyses the operating environment. With the help of this analysis, Women Development Cell understands whether the institute is able to provide a full range of opportunities to everyone or not which come from participating in physical activities, sports, and competitions carried out by the college or institution. The prime aim of Gender equality is to provide a wide range of activities and programmes to girls and women as per their needs, their interests, their choices, their experiences, and inclinations.

The college always emphasizes on the overall development of the students. Sensing the importance of Gender equality the girls and women are provided special attention. Women Development Cell not only concentrates on the problems encountered by the girls but also concentrates on their outstanding achievements in various sports and activities. Yoga and Meditation training are also organized. Workshops are conducted on "Women and Human Rights" and Women and Laws" to make girls and women aware of their rights and responsibilities. Guest lectures of eminent personalities like judges, lawyers, police inspectors, tehsildar, social workers, and journalists are also organized to spread awareness about laws and by-laws among the girls. Internal Complaint Committee and Anti-ragging Committee formed in the college. NSS and the Sports Department of the college play a very vital role in providing equal opportunities to girl students and achieving grand success therein. Similarly, the Cultural Committee of the college motivates girl students to participate in university-level Youth Festival and various competitions.

2022-23

Gender Wise Admission

Class	Total	Male	Female	Male %	Female %
BA (I, II and III)	226	146	80	64.60	35.40
BSC (I, II and III)	210	130	80	61.90	38.10
BCom (I, II & III)	149	117	32	78.52	21.48
MSc. (I and II)	25	14	11	56.00	44.00

Gender wise Staff Members

Class	Total	Male	Female	Male %	Female %
Teaching	33	29	04	87.87	12.13%
Non-Teaching	11	10	01	90.90	0.10%

Participation in NSS

Total	Male	Female	Male %	Female %
100	42	58	42	58

Participation in Sports

Total	Male	Female	Male %	Female %
342	245	97	71.63	28.37

Conclusion:

Thus, the analysis table given above indicates that the expected objectives of gender equality in the college have been achieved greatly. In spite of tribal region enrolment of girl students is increasing and there are no gender issues complaints. College is working with a strong determination to give justice to all genders and will certainly make a mark in the development of this tribal region and the country.



ML
PRINCIPAL
Art, Science & Commerce
College, Chikhaldara

Sipna Shikshan Prasarak Mandal, Amravati's Arts, Science And Commerce College

Chikhaldara, Distt. Amravati

(NAAC Re-accredited with B++ Grade CGPA 2.77)

One Day Webinar

On

Cyber Security

Organized by Internal Complaint Committee

13th May 2023 , Time 11.30 am

Chairperson



Dr. R.S. Jaipurkar

Principal

Arts, Science And Commerce College

Chikhaldara, Distt. Amravati

Former Pro-VC,

S.G.B.A.U. Amravati

Speaker



Dr. Dinesh Satange

Assistant Professor

Arts, Commerce and Science College

Amravati, Distt. Amravati

Former Director , Students Development,

S.G.B.A.U. Amravati

Speaker



Miss. Shital A. Nimje

Assistant Police Inspector

Police Station , Chikhaldara, Distt. Amravati

About the college:

Sipna Shikshan Prasarak Mandal's, Amravati , establish Arts, Science and Commerce College, Chikhaldara, Distt.: Amravati in 1996 with an intention to impart higher education to the tribal at their very door steps and ensure their well being, growth and safety. The college is assessed and accredited by NAAC, Bengaluru with B++ grade (CGPA 2.77) in 3rd NAAC cycle.

Aims & Objectives of ICC :

- To the female students and Women staff members with knowledge of their legal rights make aware.
- To ensure and enhance Gender Equality in college.
- To provide a platform to redress complaints & grievances, if any.
- To incorporate hygiene habits and ensure a healthy atmosphere in and around college

About Cyber Security :-

- Cyber security refers to every aspect of protecting an organization and its employees and assets against cyber threats. As cyberattacks become more common and sophisticated and corporate networks grow more complex, a variety of cyber security solutions are required to mitigate corporate cyber risk.

What is cybercrime?

Cybercrime is any criminal activity that involves a computer, networked device or a network.

A primary effect of cybercrime is financial. Cybercrime can include many different types of profit-driven criminal activity, including ransomware attacks, email and internet fraud, and identity fraud, as well as attempts to steal financial account, credit card or other payment card information.

Cybercriminals may target an individual's private information or corporate data for theft and resale. As many workers settle into remote work routines due to the pandemic, cybercrimes are expected to grow in frequency in 2021, making it especially important to protect backup data.

Cybercriminal activity may be carried out by individuals or groups with relatively little technical skill, Or by highly organized global criminal groups that may include skilled developers and others with relevant expertise. To further reduce the chances of detection and prosecution, cybercriminals often choose to operate in countries with weak or nonexistent cybercrime laws.



<https://us06web.zoom.us/j/8842333910?pwd=UW9yRVNlQkFMMMDhPcGloL0M2OFYzdz09>

Meeting ID: 884 2333 9108

Passcode: 370591

Member



Prof. B.S. Deshmukh

Member ,

Internal Complaint Committee
Arts, Science And Commerce College

Chikhaldara, Distt. Amravati

Member



Mr. P.S. Tayade

Member ,

Internal Complaint Committee
Arts, Science And Commerce College

Chikhaldara, Distt. Amravati

Co-ordinator



Dr. U. R. Kokate

Co-Ordinator ,

Internal Complaint Committee
Arts, Science And Commerce College

Chikhaldara, Distt. Amravati



<https://youtube.com/live/qi9FGxG6HvQ?feature=share>



Sipna Shikshan Prasark Mandal Amravati
Arts, Science and Commerce College, Chikhaldara
Internal Complaint Committee
2022-2023
Report
Of
One day Webinar
On
Cyber Security

Name of the committee - Internal Complaint Committee

Year - 2022-23

Title of the programme – One Day Webinar on Cyber Security

Date - 13-05-2023

Objectives – 1. To increase the students knowledge.
2. To make students aware about the cybercrime.

students

Speaker - 1. Dr. Dinesh Satange
Assistant Professor, Narsamma Arts, Commerce and
Science College, Kiran nagar, Amravati.
2. Miss. Shital Nimje, Assistant Police Inspector,
Police station Chikhaldara, Dist. Amravati.

Beneficiary - 27 students on zoom 24 students, offline and 45
viewers on YouTube

Link- <https://us06web.zoom.us/j/88423339108?pwd=UW9yRVNlQkFMMDhPcGloL0M2OFYzdz09>.

YouTube- <https://youtube.com/live/qi9FGxG6HvQ?feature=share>

Brief Summary- Internal Complaint Committee organized One Day Webinar on Cyber Security for students on 13-05-2023 to enhance the knowledge of students and make them alert about cyber crime.

Dr. Satange, Assistant Professor, Computer Science department, Narsamma Arts, Commerce and Science College, Kiran nagar, Amravati in his speech shared several aspects about cybercrime as how we should remain alert about our bank documents, social sites and their misuse. He also stressed on the safety measures to defend our interest and rights.

Miss. Nimje, Assistant Police Inspector addressed the legal aspects of cybercrime with illustration of a few online shopping cases. She appealed girls students to be cautious and shared some important tips to deal with social media.

Hon'ble Dr. Rajesh Jaipurkar, Principal, Arts, Science and Commerce College, and Former Pro-Vice Chancellor, Sant Gadge Baba Amravati University, Amravati, and Chairperson of Workshop in his speech focused on cybercrime and their safety measures. Discussing how we are harassed on social media and how we can live safely.

All the members of the Internal Complaint took active participation in Workshop. Total 96 participants were benefitted.

ML

Principal
PRINCIPAL
Art, Science & Commerce
Colle Chikhaldara

U. Kokale

Coordinator

Following students are present for the Guest Lect on Cyber Security in one Day Workshop. on 13.5.23 in college campus.

Stu Name

Sign

→ Priyanka Purushottam Roundalkar

Roundalkar

2) Sanjay Dilip Zadhkhande

Zadhkhande

3) Shyam S. Bhilavkar

Shyam
Bhilavkar

4) Shaemila C Daresimble

5) Mamta R. Kasdekar

Mamta R

6) Dipali R. Chatur

Dipali

7) Ku. Supriya S. Athote

Supriya S

8) Nisha Babal Dhunde

Nisha

9) Ujjwal Anand Patilkar

Ujjwal

10) Nilesh P. Kasdekar

Nilesh P

11) Saehin T. Bhosum

Bhosum

12) Rashmi Dattaam Rale

Rashmi

13) Priyanka Jay

Priyanka

13.5.23

stu. Name

Sign

- 14) Khushi. S. Malviya
- 15) Afshan Shaikh Nisar
- 16) Annie Philip Mohod
- 17) Ujwal Patarkar
- 18) Seeta Pathan
- 19) Tanzeela Firdous
- 20) Bhavesh Wajge
- 21) Gokhraj G. Selekare
- 22) Ku. Annie Mohod
- 23) Shivcharan Belsare
- 24) Ku. Pranali Akhande

Khushi

al anfaraf

Annie

Patarkar

Seeta

Firdous

~~Wajge~~

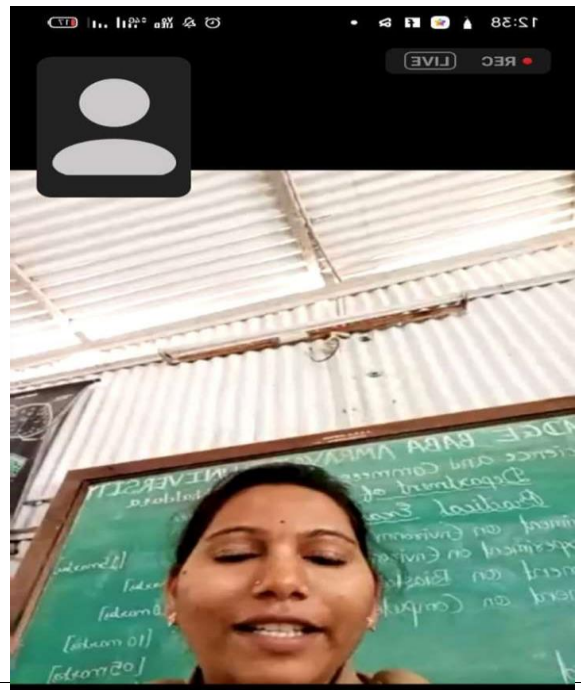
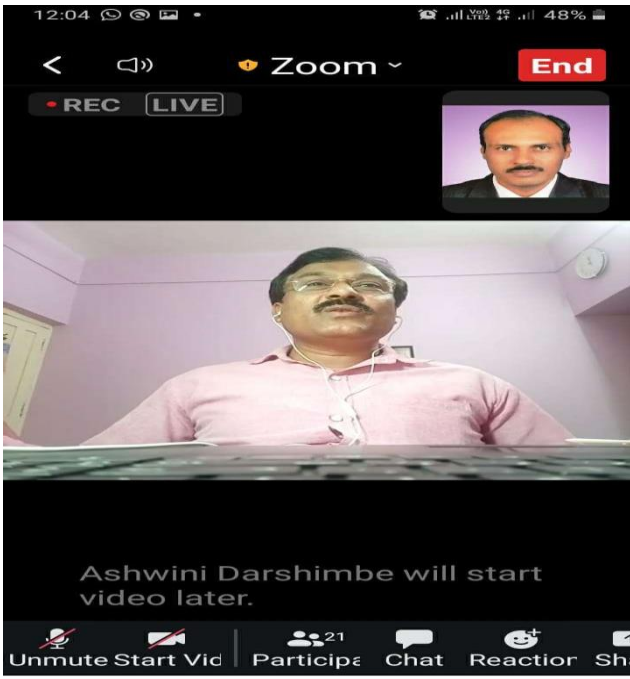
~~Gokhraj~~

Shivcharan

Pranali

Pranali
Gondimale

Dr. Dinesh Satange, and API Shital Nimje delivering the speech on cyber security.



Sipna Shikshan Prasark Mandal Amravati
Arts, Science and Commerce College, Chikhaldara
Internal Complaint Committee
2022-2023
Report
Of
Guest Lecture on
Health and Hygiene

Name of the committee - Internal Complaint Committee

Year - 2022-23

Title of the programme – Guest Lecture on Health and Hygiene

Date - 23-09-2022

Objectives – 1. To increase the students knowledge about health
Health and hygiene.

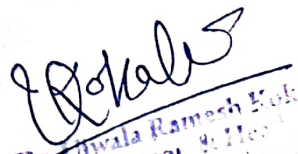
2. To aware the students about cleanness.

Speaker - 1. Dr. Usha Wansik,
Assistant Professor and Head, Chemistry department
Arts, Science and Commerce College, Chikhaldara.

Beneficiary - 29 students

Brief Summary- Internal Complaint Committee organizes Guest lecture on
23.09 .2022 for the girls students . In our Melghat Adivasi population is more and
those people were not aware about health and hygiene. So Internal Complaint
Committee organizes Guest lecture.

ML
PRINCIPAL
Art, Science & Commerce
College, Chikhaldara


Dr. Ujwala Ramesh Kulkarni
Professor & Head
Department of Chemistry
Arts, Science & Commerce Coll
Chikhaldara

Arts, Science and Commerce College, Chikhaldara.

Internal Complaint Committee

2022-23

A Report

On

Guest Lecture on Health and Hygiene

Internal Complaint Committee organizes guest lecture on Health and Hygiene. As Our College is in rural area our girl students are not aware about Health and hygiene. So Internal Complaint Committee arranges guest lecture on Health and Hygiene so that our students became aware about this.

So Guest lecture arranged on 23.09.2022. The Speaker for the Guest lecture is Dr.U.S.Wasnik, Assistant Proffesor and Head, Chemistry Department, Arts, Science and Commerce College, Chikhaldara. Madam aware the students about ladies diseases, their problem, symptoms and also what precautions are taking for our healthy life.

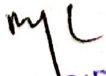
Dr. Wasnik also alert students about healthy life and what precautions were taking for that. What are the good habits and steps have to taken for healthy life .so that ladies can enjoy life healthy. What are the hygiene practices and for our family also what precautions were taken for our healthy life.

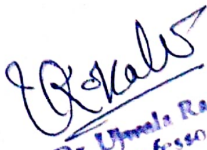
Students enjoy the lecture as the students are facing this problems in daily life and they are not aware about it. But after the lecture they are aware about health and Hygiene.

Introductory remark was given by Dr.U.R.Kokate, Coordinator, Internal Complaint Committee.

The program was conducted by Dr. N.Y.Bhoge, Associated Professor, Food Science Department, Art, Science and Commerce College, Chikhaldara.

President of the programme was Dr. A.V.Dudul, Acting Principal, Art, Science and Commerce College, Chikhaldara. Sir in his presidential speech aware students about hygiene practices for the healthy life. Vote of thanks is given by Dr. S.N.Jagtap, Associate Professor and Head, Hindi Department.29 students take the benefit of the lecture.


PRINCIPAL
Art, Science & Commerce
College, Chikhaldara


Dr. Urmala Ramesh Kokate
Professor & Head
Department of Food
Science & Commerce Col.
Chikhaldara



Dr.U.S.Wasnik delivering lecture on Hygine problems to the students



Students listening the lecture on Hygine and safety for girls.



Dr.U.R.Kokate delivering lecture



Dr.S.N. Jagtap delivering lecture on Hygine and safety measures to the students