



**NAAC REACCREDITED WITH 'A' GRADE**

# **Sevadal Mahila Mahavidyalaya**

**Place For Higher Learning & Research (Research Academy)**

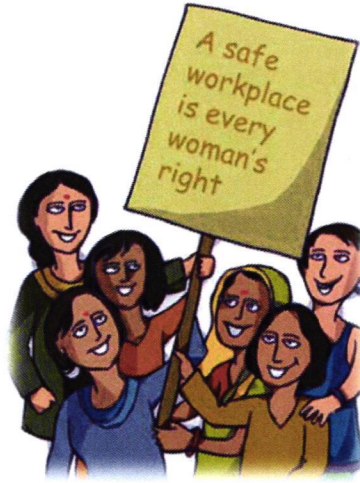
Sakkardara Square, Umrer Road Nagpur – 440024 (M.S)

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E-mail: sevamahilamv@gmail.com; smm\_college@yahoo.co.in

Website: <https://sevadalmahilamahavidyalaya.ac.in>

## **REPORT OF INTERNAL COMPLAINTS COMMITTEE (ICC)**



*Submitted By*

**Dr. (Mrs.) Manjusha P. Patil**  
**Convener**

Internal Complaints Committee

Professor,

Department of Chemistry

Sevadal Mahila Mahavidyalaya, Nagpur

**Period of Report**

**2016-2021**



**Principal**  
**Sevadal Mahila Mahavidyalaya**  
**Umrer Road, Nagpur-9.**

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Website: [www.sevadalmahilamahavidyalaya.ac.in](http://www.sevadalmahilamahavidyalaya.ac.in)

## **Internal Complaint Committee**

The Sexual Harassment of Women at Workplace [Prevention, Prohibition and Redressal] Act 2013 is a legislative act in India that seeks to protect women from sexual harassment at their place of work. It was passed by the Lok Sabha [the lower house of the Indian Parliament] on 3<sup>rd</sup> September 2012.

The UGC [Prevention, Prohibition and Redressal of Sexual Harassment of Women Workers and Students in Higher Educational Institutes] Regulation, 2015 is a federal law that prohibits sexual harassment of women employees and students in higher education institutions. As per Regulation 3 of the UGC [Prevention, Prohibition and Redressal of Sexual Harassment of women employees and students in Higher Education Institutions] the responsibilities are provided to Internal Complaint Committee [ICC].

Sevadal Mahila Mahavidyalaya has received letter No. 2548/07 dated 05/05/2007 from Women and Development, Department of State Government of Maharashtra regarding security of female staff and students. In reference to letter No. 2548/07 received on date 05/05/2007, Hon. Principal has constituted the 'Committee for Sexual Harassment' in our college to maintain the safety of female staff and students in 2016-17. The committee monitors for prevention of sexual harassment, looks into the complaints and suggest punishment or appropriate action against individuals who involved in harassment in college. Internal Complaints Committee was reconstructed in 2018-19.



**Principal**  
Sevadal Mahila Mahavidyalaya  
Umrer Road, Nagpur-9.

The 'Committee for Sexual Harassment' was constituted by authorities during session 2016-17 was as follows:

**Internal Complaint Committe**

S. No.	Name	Designation	ICC Designation
1.	Dr. Mrs. M.P.Patil	Associate Professor, Department of Chemistry	Presiding Officer
2.	Dr. Mrs. S.S. Mandaogade	Assistan t Professo r, Department of Music	Faculty Member - 1
3.	Ms. R.M. Dhandekar	Assistant Professor, Department of Political Science	Faculty Member -2
4.	Mr. D.T Koche	Superintendent	Non-Teaching Member -1
5.	Mr. L.R. Wanjari	Senior Clerk	Non-Teaching Member -2
6.	Ms. Uktika Panbude	Undergraduate Student	Student - Undergraduate
7.	Ms. Mrunalini Chopkar	Postgraduate Student	Student- Post graduate
8.	Ms. Sapna Nandeshwar	Ph.D. Student	Ph.D. Student
9.	Mr. Arvind Bagadade	Co-ordinator, Vocational Training Programme	External Member [NGO]





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The Committee was reconstructed in 2018-19 as follows:

**Internal Complaint Committee**

S. No.	Name	Designation	ICC Designation
1.	Dr. Mrs. M.P.Patil	Associate Professor, Department of Chemistry	Presiding Officer
2.	Dr. Mrs. S.S. Mandaogade	Assistat Professer, Department of Music	Faculty Member - 1
3.	Ms. R.M. Dhandekar	Assistant Professor, Department of Political Science	Faculty Member -2
4.	Mr. D.T Koche	Superintendent	Non-Teaching Member -1
5.	Mr. L.R. Wanjari	Senior Clerk	Non-Teaching Member -2
6.	Ms. Sanchita Dhomne	Undergraduate Student	Student - Undergraduate
7.	Ms.Sujata Deshmukh	Postgraduate Student	Student- Post graduate
8.	Ms. Sapna Nandeshwar	Ph.D. Student	Ph.D. Student
9.	Mr. Arvind Bagadade	Co-ordinator, Vocational Training Programme	External Member [NGO]



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**Objectives -**

1. The main objective of the committee is to ensure the implementation of the policy in letter and spirit through proper reporting of complaints and their follow-up procedures and to provide an environment free of gender-based discrimination.
2. To promote social and psychological awareness on sexual harassment through awareness activities.

**Functions -**

1. To provide protection to women against sexual harassment at workplace.
2. To prevent sexual harassment.
3. To provide redressal mechanism for complaints related to sexual harassment at workplace.
4. To create a safe and comfortable workspace for everyone.

**Procedure for lodging complaint –**

1. The complaint should be filed by the aggrieved woman or female student offline or online to the ICC within 90 days from the date of the incident or the date of the last incident in case of a series of incident.
2. The inquiry shall be completed within a period of 90 days from the date of the complaint.
3. The ICC shall provide a report of its findings to the employer after completion of inquiry within a period of 10 days. The report should be made available to the concerned parties.
4. If the allegations against the respondent have been proved, it shall be recommended that punitive actions should be taken against the respondent by the customer.
5. The employer shall act upon the recommendation within 60 days of receiving it.



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**6. The possible actions that can be taken against the respondent are**

- a. Warning
- b. Written apology
- c. Bond of good behavior
- d. Adverse remark in confidential report
- e. Stopping of increments/ promotions
- f. Suspension
- g. Dismissal
- h. Any other relevant action-**
  - i. In case of allegations that are not in the nature of sexual harassment, ICC may refer such Complaints to the Grievance Redressal Cell.
  - j. If the ICC concludes that the allegations made are false, malicious or the complaint was made knowing it to be untrue or forged or if misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the relevant provision of aforementioned UGC regulations 2015.

**Other Measures taken to prevent sexual harassment in the Institutions are –**


1. Only one entry gate is provided with security guard to keep watch on persons coming to college premises.
2. CCTV cameras are provided in the college premises.
3. Awareness programs such as guest lectures, workshops are conducted.



  
Prof. Pravin Charde  
Principal  
Sevadai Mani Mahavidyalaya  
Sevadai Mani Mahavidyalaya,  
Nagpur.





## Notice Board Display for Awareness



महाराष्ट्र राज्य महिला आयोग, मुंबई

SEXP  
SEXUAL HARASSMENT





सत्यमेव जयते  
महाराष्ट्र शासन

**कामाच्या ठिकाणी होणारा लैंगिक छळ (प्रतिबंध, मनाई आणि निवारण)  
अत्याचार विरोधी कायदा, २०१३**

- महिलेच्या इच्छेविरुद्ध केलेली कोणतीही लैंगिक कृती ही या कायद्याने गुन्हा आहे.
- कायदानुसार अंतर्गत तक्रार निवारण समितीची स्थापना करणे ही महाविद्यालयाची जबाबदारी आहे.
- महाविद्यालयीन परिसरात झालेल्या लैंगिक अत्याचाराबद्दल या समितीकडे तक्रार दाखल करता येते.
- हा कायदा संपादित असो वा असंपादित क्षेत्र या दोन्ही ठिकाणी लागू होतो.
- दहापेक्षा कमी कर्मचारी असलेल्या ठिकाणाच्या तक्रारी जिल्हा निवारण समितीकडे जाऊ शकतात.
- महाविद्यालयातील सर्व घटकांमध्ये कायद्याविषयी जागरूकता निर्माण करणे ही समितीची जबाबदारी आहे.

निष्क्रिय व श्रयमुक्त पत्रिणाच छाताळण्यात शिक्षण घेणे हा विद्यार्थ्यांचा अधिकार आहे.

अधिक माहितीसाठी संपर्क साधा

महाराष्ट्र राज्य महिला आयोग, मुंबई  
पुणेमार्गेत सभाग, चैतन्य, मॉड (पु), मुंबई - ४०० ०११

दुपारी ११:००-१२:०० / ०२२-२६९००९१ / ०२२-२६९००९२ / ०२२-२६९००९३ / ०२२-२६९००९४ / ०२२-२६९००९५ / ०२२-२६९००९६ / ०२२-२६९००९७ / ०२२-२६९००९८ / ०२२-२६९००९९

Email: msawmaha@nic.com Website: www.msawmaha.org

श्रीमती विजया रहाटकर, अध्यक्ष

श्रीमती नीता ठाकरे    श्रीमती गन्यादाई कराड    श्रीमती विदा खोर्दकर    श्रीमती देवनाथी ठाकरे    डॉ. आशादास लखरे

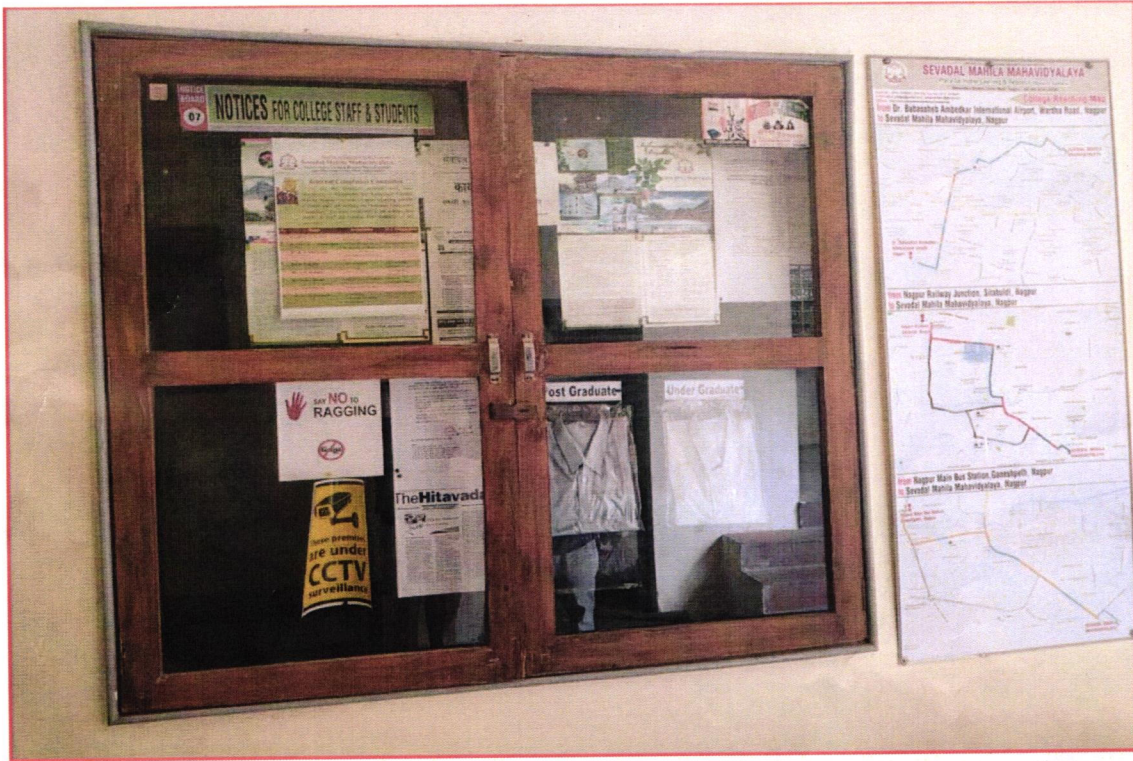
सदस्य    सदस्य    सचिव    सदस्य    सदस्य



  
**Principal**  
 Sevadal Mahila Mahavidyalaya  
 Umrer Road, Nagpur-9.



**Notice Board Display for Awareness regarding ICC**



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**Internal Complaints Committee**  
 As per the directives received from State Government of Maharashtra and Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur regarding security of female staff and students the "Internal Complaints Committee" has been constituted in our college. Any student or staff can register their complaint to this committee.

S.N.	Name	Designation	ICC Designation
1	Dr. (Mrs.) M. P. Patil	Associate Professor, Department of Chemistry	Presiding Officer
2	Dr. (Mrs.) S. S. Mandavgade	Associate Professor, Department of Music	Faculty Member-1
3	Ms. R. M. Dhandekar	Assistant Professor, Department of Political Science	Faculty Member-2
4	Mr. D. T. Koche	Superintendent	Non-teaching Member-1
5	Mr. L. R. Wanjari	Senior Clerk	Non-teaching Member-2
6	Ms. Nilima Shende	Undergraduate Student	Student Undergraduate
7	Ms. Snehal Bokde	Postgraduate Student	Student Postgraduate
8	Mr. Arvind Bagadade	Co-ordinator, Vocational Training Programme	External Member (NGO)

Principal  
 Sevadal Mahila Mahavidyalaya  
 Umrer Road, Nagpur-9.





डॉ. प्रविण चरडे

एम. एस्सी., पीएच. डी.

प्राचार्य



सेवादल शिक्षण संस्था, नागपूर

सेवादल महिला महाविद्यालय

NAAC Re-Accredited with 'A' Grade

Place for Higher Learning & Research

सक्करदरा चौक, उमरेड रोड, नागपूर - ४४० ०२४ (महाराष्ट्र)

दूरध्वनी: 0712 - 2705037, 2751344 फॅक्स क्र.: 0712 - 2705037

E-mail: [smm\\_college@yahoo.co.in](mailto:smm_college@yahoo.co.in), [sevamahilamv@gmail.com](mailto:sevamahilamv@gmail.com)

Website: <http://www.sevadalmahilamahavidyalaya.org>

संदर्भ क्र. Smm/SS-2/16-17

दिनांक : 14/2/2017

To,

**Smt. Vijaya Rahatkar,**  
**President,**

Maharashtra State Women Commission,  
Gruh Nirman Bhawan (Mhada Building)  
Kala Nagar, WANDRE (EAST)  
Mumbai-400051

**Subject :- Information about newly constituted Internal Complaints Committee**

Reference: - Workshop held on dated 28<sup>th</sup> January, 2017 at Gurunanak Bhawan, R.T.M. Nagpur University, Nagpur.

Respected Madam,

Apropos to the above cited subject, our college have constituted Internal Complaints Committee as per the guidelines given in the workshop. The details of the ICC Members of institute are as :

ICC Designation	Name	Designation	Mobile	E-mail
Presiding Officer	Dr. (Mrs.) M. P. Patil	Associate Professor, Department of Chemistry	7756022892	manjusha@gmail.com
Faculty Member-1	Dr. (Mrs.) S. S. Mandaogade	Assistant Professor, Department of Music	9371490093	shubhadamandaogade@yahoo.com
Faculty Member-2	Ms. R. M. Dhandekar	Assistant Professor, Department of Political Science	9890225020	ritadhandekar01@gmail.com
Non-teaching Member-1	Mr. D. T. Koche	Superintendent	9423107614	dtkoche@gmail.com
Non-teaching Member-2	Mr. L. R. Wanjari	Senior Clerk	9545335591	lrwanjari@gmail.com
Student Undergraduate	Ms. Uktika Panbude	Undergraduate Student	8308484749	varshapanbude@yahoo.in
Student Postgraduate	Ms. Mrunalini Chopkar	Postgraduate Student	9765853867	mrunalichopkar20@gmail.com
Student Ph.D.	Ms. Sapna Nandeshwar	Ph.D. Student	9595335271	sapnanandeshwar89@gmail.com
External Member (NGO etc)	Shri Arvind Bagadade	Co-ordinator, Vocational Training Programme	9921616572	arvindbagadade@gmail.com

This is for your kind information.

Thanking you.



Sincerely yours,

(Prof. Pravin Charde)  
Principal

Sevadalmahilamahavidyalaya  
Umre Road, Nagpur-9.

D:\16-17\Information Internal Complaints Committee.docx



डॉ. प्रविण चरडे  
एम. एस्सी., पीएच. डी.

प्राचार्य



सेवादल शिक्षण संस्था, नागपूर

सेवादल महिला महाविद्यालय  
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Website: http://www.sevadalmahilamahavidyalaya.org

संदर्भ क्र. SMM/524/16-17

दिनांक : 24.1.17

प्रति,  
मा. कुलसचिव,  
राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठ,  
नागपूर

विषय :- 'कामाच्या ठिकाणी महिलांचा लैंगिक छळ संरक्षण (प्रतिबंध मनाई आणि निवारण) अधिनियम, २०१३ या कायद्याबद्दल प्राचार्य व महाविद्यालयातील अंतर्गत महिला तक्रार निवारण समिती सदस्यांची जाणिव जागृती कार्यशाळेत उपस्थितीबाबत.

संदर्भ :- आपले पत्र क्र.रातुमनावि/साप्र/स/२४७८ दि.१६ जानेवारी २०१७

महोदय,

उपरोक्त विषय व संदर्भिय पत्राच्या अनुषंगाने 'कामाच्या ठिकाणी महिलांचा लैंगिक छळ संरक्षण अधिनियम, २०१३ या कायद्याबद्दल प्राचार्य व महाविद्यालयातील अंतर्गत महिला तक्रार निवारण समिती सदस्यांची जाणिव जागृती कार्यशाळेत उपस्थितीबाबत महाविद्यालयाचे प्राचार्य व प्रतिनिधींची माहिती खालीलप्रमाणे सादर करित आहेत.

अ. क्र.	नाव, पद व महाविद्यालयाचे नांव	दूरध्वनी क्रमांक/ भ्रमणध्वनी क्रमांक	ई-मेल
१	डॉ. प्रविण चरडे प्राचार्य, सेवादल महिला महाविद्यालय, नागपूर	०७१२-२७०५०३७ ९८८९८९९९३४	sevamahilamv@gmail.com
२	डॉ. सौ. मंजुषा पी. पाटील सहयोगी प्राध्यापिका रसायनशास्त्र विभाग सेवादल महिला महाविद्यालय, नागपूर	०७१२-२७०२९४७	manjusha@gmail.com
३	डॉ. श्रीमती एस. एस. मांडवगडे सहाय्यक प्राध्यापिका व संगीत विभागप्रमुख सेवादल महिला महाविद्यालय, नागपूर	९३७१४९००९३	shubhadamandaogade@yahoo.com

कृपया स्विकार व्हावा ही विनंती.



(डॉ. प्रविण चरडे)

Principal

सेवादल महिला महाविद्यालय  
Umrer Road, Nagpur-9.