

**ACHIEVERS COLLEGE OF COMMERCE & MANAGEMENT,
KALYAN (W)**

Date: 24-07- 2019

NOTICE

Notice is hereby given to all staff members that meeting of Internal Complaint Committee will be held on 31st July 2019 at 3.30 P.M. in the Principal's cabin.

AGENDA

1. To constitute Committee for the AY 2019-20
2. To display posters in and around the College Campus
3. To place a complaint box near the office of WDC
4. To Consider the complaints Received (if any)
5. Any other matters with the permission of Chair



Sopu
Convenor

ACHIEVERS COLLEGE OF COMMERCE & MANAGEMENT,
KALYAN (W)

Minutes of Internal Complaint Committee

Date:- 31-07-2019

Minutes of the Meeting of the ICC held on 31st July, 2019 at 3:30 P.M in the Principal's Cabin of Achievers College of Commerce and Management, Kalyan

The meeting initiated by the Principal Dr. Sangita G. Naik with her vibrant talk. She requested all to reconstitute ICC and its committee members. She told that committee members of Grievance cell will also be the members of ICC to look after the issues of women related grievances.

All members discussed and decided the following,

a. The Following members were nominated on the ICC Committee :

- Ms. Sophia D'souza- Convenor
- Ms. Sana Khan - Teachers Representative
- Mr. Sairabano Shaikh - Teachers Representative
- Ms. Jyotsna Beradia - Non Teaching Representative

b. To create posters of 'Internal Complaint Committee' specifying guidelines of the cell and display them on the walls of the College building as per the directions given by the Central Government of India

c. It was also decided a set up a separate complaint drop box at the college premises, just outside the office of Women Development Cell.

The committee noted that there was no complaint received related sexual harassment from any girl or women staff in the last year. Hence the meeting was concluded with the vote of thanks extended by Ms. Siddhi Chavan.



Sophia
Convenor

**ACHIEVERS COLLEGE OF COMMERCE & MANAGEMENT,
KALYAN (W)**

Date: 03-02- 2020

NOTICE

Notice is hereby given to all staff members that meeting of Internal Complaint Committee will be held on 10th February, 2020 at 3.30 P.M. in the Principal's cabin.

AGENDA

1. To Read and Confirm the Minutes of the Previous Meeting
2. To consider ATR
3. To finalise the upcoming programs planned by the WDC
4. To Consider the complaints Received (if any)
5. Any other matters with the permission of Chair




Convenor

**ACHIEVERS COLLEGE OF COMMERCE & MANAGEMENT,
KALYAN (W)**

Minutes of Internal Complaint Committee

Date:- 10-02-2020

Minutes of the Meeting of the ICC held on 10th February, 2020 at 3:30 P.M in the Principal's Cabin of Achievers College of Commerce and Management, Kalyan

The meeting initiated by the Principal Dr. Sangita G. Naik with her vibrant talk. She congratulated the members of ICC for the excellent work done to empower College girls.

All members discussed and decided the following,

- a. The Minutes of the previous meetings were read and confirmed.
- b. The Action Taken Report on the past decisions were presented by Ms. Sophia D' souza which was taken on record.
- c. The Internal Complaint Committee members discussed the outcome of the programs held in the past and also discussed the upcoming program that is organised by WDC

The committee noted that there was no complaint received in the Complaint Box related sexual harassment from any girl or women staff in the last year. Hence the meeting was concluded with the vote of thanks extended by Ms. Siddhi Chavan.



Sop
Convener