

MINUTES

The 12th meeting of the Internal Complaint Committee, was held on March 23, 2017 at 2:00 p.m. in the Board Room, OIVA Institute of Technology, Virar (E).

Following Members were present -

1.	Dr. Arun Kumar	(Presiding Officer)	<i>Arun</i>
2.	Mrs. Kalashma Raut	(Chairperson)	<i>Raut</i>
3.	Mrs. Bharti Deshmukh	(NGO Member)	
4.	Miss. Flora Kantuman	(Member)	<i>Natal</i>
5.	Mrs. Trupti Tatil	(Member)	<i>Tatil</i>
6.	Mrs. Pallavi Vartak	(Member)	<i>Vartak</i>
7.	Mr. Deepak Dubey	(Member)	<i>Dubey</i>
8.	Mr. Umkar Joshi	(Member)	<i>Joshi</i>
	Mrs. Archana Ingale	(Member)	<i>Ingale</i>

Following points were discussed :-

12.01. At the outset, chairperson welcomed all the participants of the meeting.

The Minutes of the last meeting were taken, read and approved by all the members.

12.02. The Committee noted that no complaints of any kind of sexual harassment against any individual in the campus has been reported in the academic year 2016-17.

The chairperson noted very proudly that the attitude of male female employee and students found very

positive and co-operative. All the respective members of the committee agreed to this viewpoint.

It was further emphasized that active participation of students in various awareness programmes is the need of hour. All the staff members should actively participate in skill Development programmes, Quality circle, STTP, National Conference organized by Institution.

12.03. The Committee noted very happily that no complaint of sexual harrassment in the campus has been received by ICCC. So no action was required.

There was no other matter to discuss, the meeting ended with vote of thanks to the chair.

Mrs. Karishma Raut
(Chairperson)

Dr. Arun Kumar

(Presiding Officer)

MINUTES

The meeting of the Internal Complaint Committee was held on June 14, 2017 at 8.00 pm in the Board Room, VIVA Institute of Technology, Virar (East).

Following Members were present for the Meeting :-

Dr. Arun Kumar	(Presiding Officer)	<i>Arun</i>
1) Mrs. Karishma Raut	(Chairperson)	<i>Raut</i>
2) Mrs. Bharti Deshmukh	(NGO, Member)	
3) Mrs. Trupti Patil	(Member)	<i>Patil</i>
4) Mrs. Pallavi Vartak	(Member)	<i>PV</i>
5) Mr. Deepak Dubey	(Member)	<i>Deepak</i>
6) Mr. Omkar Joshi	(Member)	<i>Omkar</i>
7) Mrs. Archana Ingale	(Member)	<i>Archana</i>
8) Mrs. Ashwini Gave	(Member)	<i>ASHWINI</i>

Following points were discussed :-

1. The chairperson welcomed all the participants of the meeting. The Minutes of the last meeting were taken, read and approved by all the members.
2. Review of various measures :-

The chairperson including all the present members discussed and review the various measures taken for the women Empowerment in the campus. The celebration of International Women's Day Program, Quality circle, STTP etc were organized to

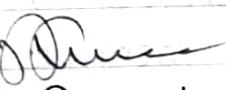
for constituting positive approach among all the members at all the levels of college.

3. Discussion on the various Measures :-

The healthy and positive discussion on the various measures that college can adopt for not to arise any complaint regarding any issue was carried out.

4. The committee noted very happily that no complaints of any kind of harassment happened or has been received by ICC. Hence no action was required.

5. There was no other matter to discuss, the meeting ended with vote of thanks to the chair.


Dr. Arun Kumar
(Presiding Officer)


Mrs. Karishma Raut
(Chairperson)

MINUTES

The Meeting of the Internal Complaints Committee was held on Wednesday, 6 Sept 2017 at 3:30 p.m. in the Board Room of VIVA Institute of Technology, Virar (E).

Following Members were present for the Meeting-

- 1) Dr. Arun Kumar (Presiding officer)
- 2) Mrs. Karishma Raut (Chairperson)
- 3) Mrs. Bharti Deshmukh (NCO, Member)
- 4) Mrs. Trupti Patil (Member)
- 5) Mrs. Pallavi Vartak (Member)
- 6) Mr. Omkar Joshi (Member)
- 7) Mrs. Archana Ingole (Member)
- 8) Mr. Deepak Dubey (Member)

Following Points were discussed :-

1. At the outset, the chairperson welcomed all the participants of the Meeting. The Minutes of the last meeting were taken instead and approved by all the members (rest of the) committee.
2. The committee reviewed in detail the various activities of ICC. The committee noted very proudly that no complaints of any kind of harassment against any individual in the campus has been reported so far.

3. Since no matter of any harrassment of staff or students reported to the ICC hence no action were required.

There was no other matter to discuss, the meeting ended with Vote of thanks to the chair.

Dr. Arun Kumar
Dr. Arun Kumar
(Presiding Officer)

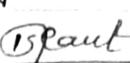
Mrs. Kirishma Raut
Mrs. Kirishma Raut
(Chairperson)

MINUTES

30

The Meeting of the Internal Complaint Committee was held on Thursday, 11 January 2018 at 2:00pm in the Board Room of VIVA Institute of Technology.

Following Members were present :-

- Dr. Arun Kumar (Presiding officer) 
- 1) Mrs. Karkhma Raut (Chairperson) 
- 2) Mrs Pallavi Vartak (Member) 
- 3) Mrs. Trupti Patil (Member) 
- 4) Mr. Omkar Joshi (Member) 
- 5) Mr. Deepak Dubey (Member) 
- 6) Mrs. Archana Ingale (Member) 

Following points were discussed :-

1. The chairperson of the Meeting after the welcoming of all participants, the minutes of the previous meeting were taken, read and approved by all the members.
2. The ICC committee Members reviewed the various activities of the committee. It was proudly noted that the attitude of the staff members and students is very positive and co-operative. All the respective members of the committee were truly agreed to this viewpoint.

3. The chairperson noted very happily that no complaints of any kind has been received by the TCC. Thus no action was required.

Since there was no other matter to discuss or raised, the meeting of the day ended with vote of thanks to the chair.

Dr.

Dr. Arun Kumar
(Presiding Officer)

Raut

Mrs. Karishma Raut
(Chairperson)

MINUTES

The Meeting of the Internal Complaint Committee was held on Friday , 9 March 2018 at 3.30 pm in the Board room of VIVA Institute of Technology, Virar (E).

Following Members Were present :-

- 1) Dr. Arun Kumar (Presiding Officer) Dr
- 2) Mrs. Karishma Raut (Chairperson) Raut
- 3) Mrs. Bharti Deshmukh (Member) Bharti
- 4) Mrs. Pallavi Vartak (Member) Vartak
- 5) Mrs. Trupti Patil (Member) Trupti
- 6) Mr. Omkar Joshi (Member) Omkar
- 7) Mr. Deepak Dubey (Member) Deepak
- 8) Mrs. Archana Ingale (Member) Archana

Following Points were discussed :-

1. The chairperson welcomed all the participants of the meeting . The Minutes of the last meeting were taken, read and approved by the present participants.
2. Review of the activities of Icc :-

The committee made a review of all the activities from the month of June 2018 to August January 2018 to March 2018 were discussed and approved.

3. The chairperson noted that no complaint is registered with the committee hence no action required.

Since no other matter was raised, the meeting ended with vote of thanks to the chair.

Dr

Dr. Arun Kumar

(Presiding officer)

Raut

Mrs. Karishma Raut

(chairperson)

The meeting of the Internal Complaint Committee was held on June 2nd i.e Saturday 2018 at 2:30pm in the Board Room of VIVA INSTITUTE OF TECHNOLOGY VIRAR-E.

Following members were present:

- 1) Dr. Arun Kumar (Presiding officer) *(P)*
- 2) Mrs. Karishma Paut (Chairperson) *(C Paut)*
- 3) Mrs. Bharti Deshmukh (NGO, Member) *(all)*
- 4) Mrs. Pallavi Vartak (Member) *(P)*
- 5) Mr. Omkar Joshi (Member) *(O)*
- 6) Mr. Deepak Dubey (Member) - *(D)*
- 7) Mrs. Archana Ingole (Member) *(A)*

The following points were discussed:-

- 1) At the outset, Chairperson welcomed all the members of the committee. The Minutes of the last meeting were read and approved by the present members.
- 2) The committee noted that no complaint of any type has been received from any staff/employee of the college.
- 3) It was emphasised that in order to create awareness and continuous sensitization among the employees, it is essential to place banners/posters/notices at places in the campus.

4) The chairperson conveyed her thanks to the members for attending the meeting. Next meeting will be held in the month of September, 2018.

Meeting ended with vote of thanks to the chair.

Deepti
Dr. Arun Kumar
(Presiding officer)

Raut
Mrs. Karishma Raut
(chairperson).

MINUTES

The meeting of the Internal Complaint Committee was held on Friday, 7th September 2018 at 12.30pm in the Board Room of Viva Institute of Technology Virar (E).

The following members were present:

- 1) Dr. Arun Kumar
- 2) Mrs. Kanishma Raut
- 3) Mrs. Bharti Deshmukh
- 4) Mrs. Pallavi Varkak
- 5) Dr. Truptil Patil
- 6) Mr. Omkar Joshi
- 7) Mr. Deepak Dubey
- 8) Mrs. Archana Ingade.

Presiding officer	<u>Dr</u>
Chairperson	<u>Kanishma Raut</u>
NGO, Member	
Member	<u>All</u>
Member	<u>Truptil Patil</u>
Member	<u>Bharti</u>
Member	<u>Deepak Dubey</u>
Member	<u>Archana Ingade</u>

Following points were discussed:

- 1) The Chairperson welcomed all the attendees of the committee. The minutes of the previous meeting were read and approved by the present members.
- 2) The committee agreed on, uploading of Sexual Harassment of Women at workplace, (Prevention, Prohibition and Redressal) Act, 2013 Handbook on the college website.
- 3) The committee emphasized there is a great need to increase awareness, and therefore the desired Do's and Don'ts of conduct

Rules, 1964 also to be displayed in the premises
of the college and departments.

- a) Since no matter and complaints were registered with the TCC, no further actions were initiated.
- b) Chairperson extended vote of Thanks to the Chair.

Resc:

Dr Arun Kumar
Presiding officer

Rault

Mrs Karishma Rault
Chairperson.

The following are the minutes of the Icc meeting conducted on Saturday, 19th January, 2019 at 3:30 pm. in the Board Room of VIVA INSTITUTE OF TECHNOLOGY, VIRAR-E.

The following members were present:

	Dr. Arun Kumar	Presiding officer
1)	Mrs. Kartishma Raut	Chairperson
2)	Mrs. Shanti Deshmukh	NGO, Chairmember
3)	Mrs. Pallavi Murtale	Member
4)	Dr. Prapti Patil	Member
5)	Mr. Omkar Joshi	Member
6)	Mr. Deepak Dubey	Member
7)	Mrs. Archana Ingale	Member

The following points were discussed:

- 1) The minutes of the last meeting were read and approved by the committee members.
- 2) The chairperson reviewed the work culture and relationship among staff members for the academic year 2018-2019, and found satisfactory result. As no complaint of any kind of harassment in the campus reported of the Icc.
- 3) The chairperson noted that the motto of Internal complaint committee is not just

complaint redressal but upliftment of women and environment affecting women. It was suggested to organize more functions throughout the year.

- 4) The committee noted that no complaint of sexual harassment in the campus has been received by TCC. So no action was taken.

No further matter was initiated, thus the meeting concluded with vote of Thanks to the chair.

Dr.
Dr. Arun Kumar
Presiding officer

Pant
Mrs. Karishma Pant
Chairperson.

The following are the minutes of Tec meeting conducted on Saturday 2nd March 2019, at 2:30 pm in the Board Room of VIVA INSTITUTE OF TECHNOLOGY, VIRAR(E).

Following members were present:

	Dr. Arun Kumar	Presiding officer
1)	Mrs. Karishma Rauf	Chairperson
2)	Mrs. Bharti Deshmukh	NGO, Member
3)	Mrs. Pallavi Vantak.	Member
4)	Dr. Prapti Patil	Member
5)	Mr. Omkar Joshi	Member
6)	Mr. Deepak Dubey	Member
7)	Mrs. Archana Ingale	Member

The following discussion was initiated.

- 1) The Chairperson welcomed all the participants and read the minutes of the previous meeting which were approved by the present members.
- 2) The committee members reviewed the various activities conducted by the committee throughout the academic year.
It was boastingly reported and noted that the attitude of the staff members and students is positive and co-operative.

- 3) The Chairperson and the members agreed to maintain the positive attitude for the coming academic year with the same energy with various activities.
- a) No actions taken, with reference to no complaints received:

The meeting ended with vote of Thanks to the char.

Res
Dr. Arun Kumar
(Presiding officer)

Raut
Mrs. Karishma Raut
Chairperson

The following are the minutes of the PCC meeting held on 17th June 2019 at 2:30pm in the Board Room of VIVA Institute of Technology, VIRAR-E

Following members were present.

- 1) Dr. Arun Kumar
- 2) Mrs. Karishma Raut
- 3) Mrs. Bharti Deshmukh
- 4) Mrs. Pallavi Vartak
- 5) Dr. Trupti Patil
- 6) Mr. Omkar Joshi
- 7) Mrs. Deepak Dubey
- 8) Mrs. Archana Ingale

Presiding officer	<u>Dr</u>
Chairperson	<u>Raut</u>
NGO, Member	<u></u>
Member	<u>DR</u>
Member	<u>Trupti</u>
Member	<u>Bharti</u>
Member	<u>Omkar</u>
Member	<u>Deepak</u>
Member	<u>Archana</u>

The following points were discussed.

- 1) The previous meeting minutes were read by the chairman and approval. All the members were given a warm welcome for the meeting.
- 2) The meeting initiated by drawing attention to various aspects of male and female employee and students attitude towards each other.
- 3) The handbook of Sexual harassment (prevention, prohibition act) was read to the members.

4) The chairperson highlighted no cases of harassment been received, hence no action required.

Vote of Thanks to the chair was presented by the chairperson at the end of the meeting.

Respectfully,
Dr. Arun Kumar
Presiding Officer

Respectfully,
Mrs. Karishma Raat
Chairperson

MINUTES

The Meeting of the Internal Complaint Committee conducted on Saturday 20th September 2019, in the Board Room of VIVA INSTITUTE OF TECHNOLOGY, VITAR (W.E)-

The following members were present

	Dr. Arun Kumar	President
1)	Mrs. Kanishma Raut	Chairperson <u>Raut</u>
2)	Mrs. Bharti Deshmukh	HCo. Member <u>Bharti</u>
3)	Mrs. Pallavi Vartak	Member <u>Pallavi</u>
4)	Dr. Prapti Patil	Member <u>Prapti</u>
5)	Mr. Omkar Joshi	Member <u>Omkar</u>
6)	Mr. Deepak Dubey	Member <u>Deepak</u>
7)	Mrs. Archana Ingale	Member <u>Archana</u>

The following points were discussed-

1. The Chairperson of the meeting after the welcoming of all participants, the minutes of the previous meeting were taken, read and approved by all the members.
2. The Icc committee members reviewed the various activities of the committee. It was proudly noted that by the committee members that the Staff members and Students have gained positive and cooperative.

3. The Chairperson noted that no complaints have been registered of any kind, hence no ~~act~~ action.

No other matter was discussed or raised, the meeting ended with a Vote of Thanks to the Chair.

Dinesh

Dr. Arun Kumar
Presiding officer

Braut

Mrs. Karishma Raut
Chairperson.

MINUTES

The following are the minutes of the ICC Meeting held on Tuesday, 18th February, 2020 at 2:30 PM in the Board Room of VIVA Institute of Technology, Virar (E).

Following members were present -

1) Dr. Arun Kumar	Presiding Officer	<i>(Arun)</i>
2) Mrs. Karishma Raut	Chairperson	<i>(Raut)</i>
3) Mrs. Bharati Deshmukh	MGO, Member	
4) Mrs. Pallavi Vartak Raut	Member	<i>(Vartak)</i>
5) Dr. Trupti Patil	Member	<i>(Trupti)</i>
6) Mr. Omkar Joshi	Member	<i>(Omkar)</i>
7) Mr. Deepak Dubey	Member	<i>(Deepak)</i>
8) Mrs. Archana Ingole	Member	<i>(Archana)</i>

The following discussion was initiated :-

- 1) The chairperson welcomed all the participants and read the minutes of the previous meeting which were approved by the present members.
- 2) The committee members reviewed the various activities conducted by the committee members throughout the academic year, and found satisfactory result.
- 3) The chairperson noted that the motto of ICC is not yet or just complaint

addressal but upliftment of women and environment affecting women. It was suggested to organize more functions throughout the year.

- 4) The chairperson and the members agreed to maintain the positive attitude for the coming year with the same positive energy.
- 5) No actions taken with reference to no complaints received.

The meeting ended with vote of Thanks to the chair.

Chairman

Dr. Arun Kumar
(Presiding Officer)

Chairperson

Mrs. Karishma Raut
(chairperson)

The Meeting of the Internal complaint committee conducted on Friday, 26th November 2021, in the Board Room of VIVA Institute of Technology, Virar.

The following members were present in the meeting -

1. Dr. Arun Kumar	Presiding Officer	<u>Arun Raut</u>
2. Mrs. Karishma Raut	Chairperson	<u>Karishma Raut</u>
3. Mr. Yogesh Sane (NGO)	Member	<u>Yogesh Sane</u>
4. Mrs. Pallavi Raut	Member	<u>Pallavi Raut</u>
5. Dr. Trupti Patil	Member	<u>Trupti Patil</u>
6. Mr. Omkar Joshi	Member	<u>Omkar Joshi</u>
7. Mr. Deepak Dubey	Member	<u>Deepak Dubey</u>
8. Mrs. Archana Ingle	Member	<u>Archana Ingle</u>

The following discussion was initiated -

1. The Minutes of the Meeting held on 18th February 2020 were sent to the members earlier and same were confirmed.
2. At the outset, chairperson welcomed all the committee members.
3. The presiding officer noted that no complaint of any type has been received from any student / staff / employee of the college.
4. It was further stated by chairperson

that the issues of minor complaints, ^{were} reported by the students such as facing poor connectivity issue during online lectures and examination. Such problems were effectively sorted out by the concerned departments by making them available recorded lectures. The students who were facing internet connectivity issue during examination, the department has provided such students with college exam id for submitting their papers besides providing them some extra time for the paper submission as per the guidelines provided by University.

5. The committee noted that no complaint of sexual harassment has been received from any of the ^{female} student / woman employee. It was emphasized that in order to create awareness and continuous sensitization among the students/ employees, it is essential to place banners/ posters/ notices defining sexual harassment at prominent places in the campus.
6. No other matter was discussed or raised, the meeting ended with vote of thanks to the chair.

Dr. Arun Kumar
Presiding Officer

Mrs. Karishma Raut
Chairperson

The Meeting of the Internal Complaint Committee was conducted on Tuesday, 22nd February 2022 in the Board Room of VIVA Institute of Technology, Virar (E).

The following members were present for the meeting -

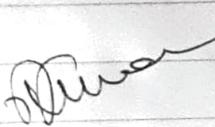
1. Dr. Arun Kumar	Presiding Officer	<u>Arun Raut</u>
2. Mrs. Karishma Raut	Chairperson.	<u>Karishma Raut</u>
3. Mr. Yogesh Sane	(NGO) Member	<u>Yogesh Sane</u>
4. Mrs. Archana Ingle	Member	<u>Archana Ingle</u>
5. Mrs. Pallavi Raut	Member	<u>Pallavi Raut</u>
6. Mrs. Trupti Patil	Member	<u>Trupti Patil</u>
7. Mr. Omkar Joshi	Member	<u>Omkar Joshi</u>
8. Mr. Deepak Dubey	Member	<u>Deepak Dubey</u>

The following discussion was initiated -

1. The previous meeting minutes were read by the chairman and approved. All the members were given a warm welcome for the meeting.
2. The Presiding officer made it clear to the members to be aware and alert to any discomfort of a student or staff member and to immediately bring it to the notice of the IC committee so that it can be appropriately handled.

3. The Presiding Officer informed the members present that the college has to encourage a supportive environment for all including the complainant if any, and timely resolution is to be ensured.
4. The committee decided to conduct an awareness program for the upcoming International Women's Day on 8th March 2022. College women cell including NSS can actively involve in organising the events.
5. The committee noted very happily that no complaints of any kind of harassment happened or has been received by ICC, so no action was required.

There was no other matter to discuss, the meeting ended with vote of thanks to the chair.


Dr. Arun Kumar
Presiding Officer


Mrs. Karishma Raut
Chairperson