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Maniben M.P. Shah Mahila Arts College, Kadi

Kalol Road, Nr. Petrol Pump, Highway, KADI-384 440 (North Gujarat) India

(Managed by M.P.Shah Education Society, Kadi)

Website : www.mahilaartskadi.org

Email : prinhhmpatel@gmail.com

Ref. No. P/2023-24

Date : 16/06/2023

Policy Document on Anti-Sexual Harassment Committee

The University Grants Commission (UGC) has issued circulars since 1998, to all the universities, advising them to establish a permanent cell and a committee; to develop guidelines to combat sexual harassment, violence against women and ragging at the universities and colleges. Keeping the above guidelines in view Maniben M. P. Shah Mahila Arts College, Kadi, Gujarat constitutes a Committee against Sexual Harassment each year.

Our College is committed itself to provide a congenial and conducive atmosphere in which students, teachers and non-teaching staff can work together in an environment free of violence, harassment, exploitation, and intimidation. This includes all forms of gender violence, sexual harassment, and discrimination on the basis of gender. Every member is expected to be aware of the commitment to the right to freedom of expression and association, it strongly supports gender equality and opposes any form of gender discrimination and violence.

Objectives:

- To fulfill the directive of the UGC directives and HNG University, Patan Gujarat in respect of implementing a policy against sexual harassment in the institution.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender based violence in the institution.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To provide an environment free of gender-based discrimination.
- To ensure equal access of all facilities and participation in activities of the college
- To create a secure physical and social environment which will deter acts of sexual harassment
- To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.



Principal
Maniben M.P.Shah Mahila Arts College
Kadi - (N.G.)-384440

Definition of Sexual Harassment:

Sexual harassment includes such unwelcome sexually determined behavior (whether directly or by implication) as:

- Physical contact and advances.
- A demand or request for sexual favors.
- Sexually colored remarks.
- Showing pornography.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

Functions:

It will be the endeavor of the committee:

- a) To facilitate a safe environment that is free of sexual harassment.
- b) To promote behaviors that create an atmosphere that ensures gender equality and equal opportunities.

Remedial Steps

- To ensure that the mechanism for registering complaints is safe, accessible and sensitive.

To take cognizance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the victims, recommend penalties and take action against the harasser, if necessary.

- To advise the competent authority to issue warnings or take the help of the law to stop the harasser, if the complainant consents.
- To seek medical, police and legal intervention with the consent of the complainant.
- To make arrangements for appropriate psychological, emotional and physical support (in form of counseling, security and other assistance) to the victim if so desires.


Complain Procedure:

- i. The Committee shall meet as and when any complaint is received.
- ii. The Committee may direct the complainant to prepare and submit a detailed statement of incidents if the written complaint lacks exactness and required particulars, within a period of two (2) days from such direction or such other time period that the Committee may decide.
- iii. The Committee shall direct the accused employee(s) to prepare and submit a written response to the complaint / allegations within a period of four (4) days from such direction or such other time period as the Committee may decide.

- iv. Each party shall be provided with a copy of the written statement(s) submitted by the other.
- v. The Committee shall conduct the proceedings in accordance with the principles of natural justice. It shall allow both parties reasonable opportunity of presenting their case. However, should the accused choose not to participate in the proceedings, the Committee shall continue ex parte.
- vi. The Committee shall allow both parties to produce relevant documents and witnesses to support their case. Documents produced by either party shall be affixed with that party's signature to certify the document as original / true copy.
- vii. The party against whom the document / witness is produced shall be entitled to challenge / cross-examine the same.
- viii. The Committee shall sit on a day-to-day basis to record and consider the evidence produced by both parties.
- ix. As far as practicable, all proceedings of the Committee shall take place in the presence of both parties.
- x. Minutes of all proceedings of the Committee shall be prepared and duly signed by the members of the Committee.
- xi. The Committee shall make all endeavor to complete its proceedings within a period of fifteen (15) days from the date of receipt of complaint.
- xii. The Committee shall record its findings in writing supported with reasons and shall forward the same with its recommendations, to the Principal/Management, within a period of five (5) days from completion of the proceedings before it. In case the Committee finds that the facts disclose the commission of a criminal offence by the accused person, this shall be specifically mentioned in the Committee's report.

Punishment:

If, in the course of the proceedings before it, the Committee is satisfied that a prima facie case of sexual harassment is made out against the accused employee(s)/student and that there is any chance of the recurrence of any such action, or that it is required to do so in the interests of justice, it may, on the request of the complainant or otherwise, disciplinary action could be initiated in the form of:- Warning, Written apology, Bond of good behavior, Adverse remarks in the confidential report, Debarring from supervisory duties, Denial of membership of statutory bodies, Denial of re-employment/re – admission, Stopping of increments / promotion/denying admission ticket, Reverting, demotion, Suspension, Dismissal, Any other relevant mechanism.


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Email : prinhhmpatel@gmail.com

Website : www.mahilaartskadi.org

Ref. No. 101/A/2023-24

Date : 18/06/2023

To,
The Nayab Kulsachiv Shri,
Hemchandracharya North Gujarat University,
Patān, Gujarat

Sub: Construction of Anti-Sexual Harassment Committee. A.Y. 2023-24
Ref. Your Letter No. D.O.NO.91-3,5/2020,21 (GS)

Respected Sir,

With Reference to the subject cited above, we have constructed the Anti-Sexual Harassment Committee. The details are provided herewith for you kind information and Record. The details are also circulated to the students of our college for prevention and necessary action

Sr. No.	Name	Designation	Position
1	Dr. Hina M. Patel	Principal	Chairman
2	Shri. M. Nagrajan	District Collector	Member
3	Dr. Parthrajsinh Gohil	Superintendent of Police	Member
4	Shri. Ashish Miyatra	Additional Dist. Magistrate	Member
5	Shri. Upendra K. Goswami	Representative, Local Medial	Member
6	Smt. Balaben N. Shah	Representative, NGO	Member
7	Shri. N. R. Vaghela	Police Inspector, Kadi	Member
8	Kunjil L. Thakor	Student, B.A. Sem - 6	Member


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Ref. No. P/2023-24

Date : 8/04/2024

Report of Anti-Sexual Harassment Committee

Academic Year 2023 -24

In the academic year 2023 -24, Anti- Sexual Harassment Committee meeting are held.

Details are as follow ;

Meetings Held	Minutes of the Meeting	Reported Cases	Solved Cases
10 th August 2023	District Collector –Shree M.Nagrajan ,Head of the Concerned College – Prin.Dr. Hinaben M.Patel , Superintendent of Police –Dr.Parthrajsinh Gohil ,the additional dist. Magistrate –Shri Ashish Miyatra , Representative of the local media-Shri Upendra K. Goswami, Representative form District level non-government organizations-Smt. Belaben N. Shah, Representatives from students organization (B.A. sem-6)-Thakor Kunjal Labhuji, Kadi. Police. Incepactor-N.R.Vaghela were present in this meeting. 1.The Chairperson welcomed all the participant of the meeting. 2. The chairperson read all the rules and regulation and punishment of Anti Sexual harassment activities. 3.The Committee noted that no cases reported in previous academic year 4. The meeting was ended with vote of thanks	Nil	Nil
4 th April 2024	1. The Chairperson welcomed all the participant of the meeting. 2. The Committee noted that no cases reported in previous academic year 3. The meeting was ended with vote of thanks	Nil	Nil


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ज्ञान-विज्ञान विमुक्तये

प्रा. मनिष र. जोशी

सचिव

Prof. Manish R. Joshi

Secretary



सत्यमेव जयते



भारत 2023 INDIA

विश्वविद्यालय अनुदान आयोग

University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)

(Ministry of Education, Govt. of India)

D.O.No.91-3/2020 (GS)

December 11, 2023/ 20 अग्रहायण, 1945

Respected Madam/Sir,

As you are aware, the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, was notified on December 9, 2013, to provide a safe and secure environment for women in the workplace. The University Grants Commission has also notified the University Grants Commission (Prevention, Prohibition and Redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015 in the Gazette of India, which clearly describe the responsibilities of Higher Educational Institutions (HEIs), grievance redressal mechanism, process for making complaint and conducting inquiry, interim redressal, punishment and compensation, and consequences of non-compliance, etc. These regulations are available on the UGC website, i.e., www.ugc.gov.in.

The UGC Regulations, being statutory in nature, are binding for all HEIs. Specifically, sub-regulation (1) of regulation 4 of these regulations mandates:

"... every Executive Authority shall constitute an Internal Complaint Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment."

In this regard, the UGC has also repeatedly issued advisories to the HEIs to take the following actions:

- Constitute an Internal Complaints Committee (ICC) and a Women's Cell in the institutions under their administrative control to deal with gender-based violence and conduct gender sensitization programmes.
- Display banners and posters at conspicuous places in the buildings so as to create awareness amongst employees about sexual harassment and how to prevent it.
- Display the names and contact details of the members of the Internal Complaints Committee on notice boards in the institutions.
- Upload the following to their respective portals:
 - i. "Sexual Harassment of Women at Workplace (Prevention Prohibition and Redressal) Act, 2013"
 - ii. Details regarding the constitution of the Internal Complaints Committee, along with contact information of its members such as name, phone number, address, etc.

I write this to request you to kindly ensure that the afore-mentioned UGC Regulations are implemented in your HEI and the institutions under your administrative control in totality. The details regarding compliance may be submitted online on the SAKSHAM portal, i.e., saksham.ugc.ac.in, at the earliest.

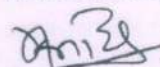
वसुधैव कुटुम्बकम्
ONE EARTH - ONE FAMILY - ONE FUTURE

CONTINUATION SHEET

Further, it is requested that in order to commemorate the notification of this Act, awareness programmes on the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 may be conducted at your university and the affiliated colleges in the week starting from December 9, 2023, to December 15, 2023, to sensitize the students and employees about the provisions of this Act. The details of the programmes conducted by your HEI may be provided to the UGC through email at: ugc.iccgs@gmail.com.

With kind regards,

Yours sincerely,



(Manish Joshi)

To,

The Vice-Chancellors of all Universities
The Principals of all Colleges/Institutes
The Directors of Women's Study Centres



आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते



आज़ादी का
अमृत महोत्सव
विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O.No.91-1/2024 (GS)

30 अप्रैल, 2024/10 वैशाख, 1946

Respected Madam/Sir,

As you are aware, the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 was notified on December 9, 2013, to provide a safe and secure environment for women in the workplace.

Sexual harassment results in the 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 the right to practice any profession or to carry on any occupation, trade, or business, which includes the right to a safe environment free from sexual harassment.

The protection against sexual harassment and the right to work with dignity are universally recognized human rights by international conventions and instruments such as the Convention on the Elimination of all Forms of Discrimination against Women, which was ratified on June 25, 1993, by the Government of India.

The University Grants Commission has also notified the University Grants Commission (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, in the Gazette of India, which are available on the UGC website, i.e., www.ugc.gov.in. These regulations clearly describe the responsibilities of Higher Educational Institutions (HEIs), grievance redressal mechanisms, the process for making complaints and conducting inquiries, interim redressal, punishment and compensation, consequences of non-compliance, etc.

The UGC Regulations, being statutory in nature, are binding for all HEIs. Specifically, sub-regulation (1) of Regulation 4 of these regulations mandates:

"... every Executive Authority shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment."

In this regard, the UGC has also repeatedly issued advisories to the HEIs to take the following actions:

- To constitute an Internal Complaints Committee (ICC) and a Special/ Women's Cell in the institutions under their administrative control to deal with gender-based violence and conduct gender sensitization programs.
- To display banners and posters at conspicuous places in the buildings to create awareness among employees about sexual harassment and how to prevent it.

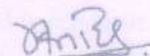
- iii. To display the names and contact details of the members of the Internal Complaints Committee on notice boards in the institutions.
- iv. To place a billboard showing the penal consequences of Sexual Harassment. A toll-free number and committed phone numbers should be provided on the billboard.
- v. To display the Women's Helpline Number 181 and Emergency Response Support Number 112 for ease of access to women in distress.
- vi. To upload the following on their respective portals:
 - "Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013," and University Grants Commission (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.
 - Details regarding the constitution of the Internal Complaints Committee, along with contact information of its members such as name, phone number, address, etc.
- vii. To organize training programmes aimed at raising awareness about sexual harassment for the employees of the institutions.

In view of the above, you are requested to take appropriate action in this regard. It is also requested that the above information may be disseminated to your affiliated colleges as well, and compliance with the same may be ensured.

You are also requested to fill in all details regarding compliance with the above points through online mode on the form available on the SAKSHAM portal i.e. (saksham.ugc.ac.in) and the UAMP portal (uamp.ugc.ac.in) for the year 2023-24 at the earliest.

With regards,

Yours sincerely,



(Manish Joshi)

The Vice-Chancellors of all Universities.

The Principals of all Colleges.



आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते



आज़ादी का
अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

अ.शा.प.सं.91-1/2024 (जीएस)

10 वैशाख 1946/30 April, 2024

23-24

आदरणीय महोदया/महोदय,

जैसा कि आप विदित है, कार्यस्थल पर महिलाओं को सुरक्षित एवं संरक्षित परिवेश प्रदान करने के लिए 9 दिसंबर, 2013 को महिलाओं का कार्यस्थल पर लैंगिक उत्पीड़न (निवारण, प्रतिषेध और प्रतितोष) अधिनियम, 2013 को अधिसूचित किया गया था।

लैंगिक उत्पीड़न के परिणामस्वरूप भारत के संविधान के अनुच्छेद 14 और 15 के अधीन समता तथा संविधान के अनुच्छेद 21 के अधीन प्राण और गरिमा से जीवन व्यतीत करने के किसी महिला के मूल अधिकारों और किसी वृत्ति का व्यवसाय करने या कोई उपजीविका, व्यापार या कारोबार करने के अधिकार का, जिसके अंतर्गत लैंगिक उत्पीड़न से मुक्त सुरक्षित वातावरण का अधिकार भी है, उल्लंघन होता है।

लैंगिक उत्पीड़न से संरक्षण तथा गरिमा से कार्य करने का अधिकार, महिलाओं के प्रति सभी प्रकार के विभेदों को दूर करने संबंधी अभिसमय जैसे अंतर्राष्ट्रीय अभिसमयों और लिखतों द्वारा सर्वव्यापी मान्यताप्राप्त ऐसे मानवाधिकार हैं, जिनका भारत सरकार द्वारा 25 जून, 1993 को अनुसमर्थन किया गया है।

आयोग ने विश्वविद्यालय अनुदान आयोग (उच्चतर शैक्षिक संस्थानों में महिला कर्मचारियों और छात्रों के लैंगिक उत्पीड़न के निराकरण, निषेध एवं इसमें सुधार) विनियम, 2015 को भारत के राजपत्र में भी अधिसूचित किया है, जो यूजीसी की वेबसाइट अर्थात्, www.ugc.gov.in पर उपलब्ध है। ये विनियम उच्चतर शैक्षिक संस्थानों (एचईआई) की जिम्मेदारियों, शिकायत निवारण तंत्र, शिकायत करने और जांच करने की प्रक्रिया, अंतरिम निवारण, दंड एवं क्षतिपूर्ति, अनुपालन के परिणामों आदि का स्पष्ट रूप से वर्णन करते हैं।

विश्वविद्यालय अनुदान आयोग के विनियम, सांविधिक प्रकृति के होने के कारण, सभी उच्चतर शैक्षिक संस्थानों के लिए बाध्यकारी हैं। विशेष रूप से, इन विनियमों के विनियम 4 का उप-विनियम (1) अधिदेशित करता है:

“.....प्रत्येक कार्यकारी प्राधिकारी जेंडर सेंसिटाइजेशन के लिए एक आंतरिक तंत्र सहित एक आंतरिक शिकायत समिति (आई.सी.सी.) का गठन करेंगे।”

इस संबंध में, विश्वविद्यालय अनुदान आयोग ने उच्चतर शैक्षिक संस्थानों को निम्नलिखित कार्रवाई करने के लिए बार-बार परामर्शिकाएं जारी की हैं:

- i. लिंग आधारित हिंसा से निपटने और जेंडर सेंसिटिविटी कार्यक्रमों का संचालन करने के लिए प्रशासनिक नियंत्रण के अधीन संस्थानों में एक आंतरिक शिकायत समिति (आई.सी.सी.) और एक विशेष/महिला प्रकोष्ठ का गठन करना।
- ii. कर्मचारियों में लैंगिक उत्पीड़न के बारे में जागरूकता पैदा करने और इसे कैसे रोका जाए के लिए भवनों में विशिष्ट स्थानों पर बैनर और पोस्टर प्रदर्शित करना।
- iii. संस्थानों में सूचना पट्ट पर आंतरिक शिकायत समिति के सदस्यों के नाम और संपर्क विवरण प्रदर्शित करना।
- iv. लैंगिक उत्पीड़न के दंडात्मक परिणामों को दर्शाने वाला एक बिलबोर्ड रखना। बिलबोर्ड पर एक टोल-फ्री नंबर और प्रतिबद्ध दूरभाष संख्या प्रदर्शित की जानी चाहिए।
- v. संकट में महिलाओं तक पहुंच को आसान बनाने के लिए महिला हेल्पलाइन नंबर 181 और आपातकालीन प्रतिक्रिया सहायता नंबर 112 प्रदर्शित करना।
- vi. अपने संबंधित पोर्टल पर निम्नलिखित अपलोड करना:
 - "महिलाओं का कार्यस्थल पर लैंगिक उत्पीड़न (निवारण, प्रतिषेध और प्रतिक्रिया) अधिनियम, 2013 तथा विश्वविद्यालय अनुदान आयोग (उच्चतर शैक्षिक संस्थानों में महिला कर्मचारियों और छात्रों के लैंगिक उत्पीड़न के निराकरण, निषेध एवं इसमें सुधार) विनियम, 2015"
 - आंतरिक शिकायत समिति के गठन के विवरण के साथ इसके सदस्यों की संपर्क सूचना जैसे नाम, दूरभाष संख्या, पता आदि।

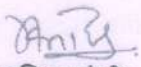
vii. संस्थानों के कर्मचारियों के लिए लैंगिक उत्पीड़न के बारे में जागरूकता बढ़ाने के उद्देश्य से प्रशिक्षण कार्यक्रमों का आयोजन करना।

उपरोक्त को ध्यान में रखते हुए, आपसे अनुरोध है कि इस संबंध में उचित कार्रवाई करें। यह भी अनुरोध किया जाता है कि उपरोक्त जानकारी को अपने संबद्ध महाविद्यालयों को भी प्रसारित करें, और पूर्वोक्त का अनुपालन सुनिश्चित कराएं।

आपसे यह भी अनुरोध है कि उपरोक्त बिंदुओं के अनुपालन के संबंध में वर्ष 2023-24 के लिए सभी विवरण ऑनलाइन मोड के माध्यम से सक्षम पोर्टल अर्थात् saksham.ugc.ac.in और UAMP पोर्टल अर्थात् uamp.ugc.ac.in पर उपलब्ध प्रारूप में यथाशीघ्र भर्ने।

सादर,

भवदीय,


(मनिष जोशी)

सभी विश्वविद्यालयों के कुलपति।

सभी महाविद्यालयों के प्राचार्य।



आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते



विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O No.F.91-3/2020 (GS)

23 January, 2024/ 3 माघ, 1945

Respected Madam/Sir,

23 JAN 2024

In continuation of advisories issued by the UGC dated 05.06.2023, 20.06.2023 and 11.12.2023 regarding Sexual Harassment of Women at Workplace (Prevention, prohibition and Redressal) Act, 2013 notified on 9th December, 2013 to provide a safe and secure environment to women at the workplace, now, a communication has been received from the Ministry of Education vide D.O.NO.18-5/2023-U.5 dated the 27th December, 2023 drawing attention towards MWCD's letter OM No. WW-16/6/2023 dated 14th November, 2023, wherein request has been made for taking appropriate action to comply with the orders of the Hon'ble High Court of Orissa in W.P. (C) No (PIL) 33000 of 2022 Smt. Biyot Projna Tripathy vs Government of Orissa before the High Court of Orissa Bench at Cuttack.

The Hon'ble High Court of Orissa has directed to all the authorities under the Central and State Government to **"Place a Billboard showing the penal consequences of sexual harassment."** The court has also directed to include **"a toll-free number and committed phone numbers to be provided on the Billboard"**.

Further, it is also requested that **Women Helpline Number 181 and Emergency Response Support System Number 112** may also be displayed conspicuously for ease of access to women in distress.

In view of the above, you are requested to take appropriate action in this regard. It is also requested that the above information may be disseminated to your affiliated colleges as well and the compliance of the same may be ensured.

Yours sincerely,

(Manish Joshi)

To,

- The Vice-Chancellors of all Universities.
- The Principals of all Colleges.



आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते



विश्वविद्यालय अनुदान आयोग
University Grants Commission
(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O.No.91-1/2024 (GS)

30 अप्रैल, 2024/10 वैशाख, 1946

Respected Madam/Sir,

As you are aware, the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 was notified on December 9, 2013, to provide a safe and secure environment for women in the workplace.

Sexual harassment results in the 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 the right to practice any profession or to carry on any occupation, trade, or business, which includes the right to a safe environment free from sexual harassment.

The protection against sexual harassment and the right to work with dignity are universally recognized human rights by international conventions and instruments such as the Convention on the Elimination of all Forms of Discrimination against Women, which was ratified on June 25, 1993, by the Government of India.

The University Grants Commission has also notified the University Grants Commission (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, in the Gazette of India, which are available on the UGC website, i.e., www.ugc.gov.in. These regulations clearly describe the responsibilities of Higher Educational Institutions (HEIs), grievance redressal mechanisms, the process for making complaints and conducting inquiries, interim redressal, punishment and compensation, consequences of non-compliance, etc.

The UGC Regulations, being statutory in nature, are binding for all HEIs. Specifically, sub-regulation (1) of Regulation 4 of these regulations mandates:

"... every Executive Authority shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment."

In this regard, the UGC has also repeatedly issued advisories to the HEIs to take the following actions:

- To constitute an Internal Complaints Committee (ICC) and a Special/ Women's Cell in the institutions under their administrative control to deal with gender-based violence and conduct gender sensitization programs.
- To display banners and posters at conspicuous places in the buildings to create awareness among employees about sexual harassment and how to prevent it.

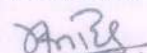
- iii. To display the names and contact details of the members of the Internal Complaints Committee on notice boards in the institutions.
- iv. To place a billboard showing the penal consequences of Sexual Harassment. A toll-free number and committed phone numbers should be provided on the billboard.
- v. To display the Women's Helpline Number 181 and Emergency Response Support Number 112 for ease of access to women in distress.
- vi. To upload the following on their respective portals:
 - "Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013," and University Grants Commission (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.
 - Details regarding the constitution of the Internal Complaints Committee, along with contact information of its members such as name, phone number, address, etc.
- vii. To organize training programmes aimed at raising awareness about sexual harassment for the employees of the institutions.

In view of the above, you are requested to take appropriate action in this regard. It is also requested that the above information may be disseminated to your affiliated colleges as well, and compliance with the same may be ensured.

You are also requested to fill in all details regarding compliance with the above points through online mode on the form available on the SAKSHAM portal i.e. (saksham.ugc.ac.in) and the UAMP portal (uamp.ugc.ac.in) for the year **2023-24** at the earliest.

With regards,

Yours sincerely,



(Manish Joshi)

The Vice-Chancellors of all Universities.

The Principals of all Colleges.



MANIBEN M. P. SHAH MAHILA ARTS COLLEGE, KADI
COMMITTEE LIST-2023-24

No.	Name of Committee	No.	Name of Committee
1.	Student Union Committee: -Dr. Mansukhbhai P. Patoliya	9.	Internal Exam Committee: Prof. Dharmendrabhai K. Chaudhari-Co-coordinator Prof. Bhartiben R. Prajapati-Member
2.	Cultural, Youth Festival, Geet Sangeet Nrutya Dhara, Rang Kala Kaushalya Dhara: Dr. Ratanben P. Solanki-Coordinator Dr. Jaiminiben Solanki-Member Prof. Bharti Prajapati- Member Prof. Sanobar Shekh Ms. Tejal Prajapati-Member Thakor Priyanka C.- B.A. Sem-V Prajapati Khushi B.- B.A. Sem-V	10.	NAAC Steering Committee: Dr. Hinaben M. Patel-Chair Person Dr. Varshaben C. Brahmabhatt-Coordinator Dr. Ratanben P Solanki-Co-coordinator Dr. Jaiminiben C. Solanki-Member Prof. Dharmendrabhai K. Chaudhari -Member Smt. Diptiben D. Solanki-Member
3.	Gymkhana & Sports, Vyayam Khelkud, Yog Dhara: Prof. Madhuben S. Thakor- Coordinator Prof. Harsukhbhai H. Parmar-Member	11.	Women Development Cell, Grievance Redressal Cell: Dr. Ratanben P. Solanki- Coordinator Smt. Belaben N. Shah- Social Worker Smt. Vaishaliben C. Thaker- Social Worker Desai Maitri K.-B.A. Sem-V Ghanchi Juveriya Y.-B.A. Sem-V
4.	N.S.S., Samudayik Sevadharma, Unnat Bharat Abhiyan: Prof. Harsukhbhai H. Parmar-Coordinator Prof. Madhuben S. Thakor Prof. Jaiminiben C. Solanki	12.	Academic Calendar, Time Table and Class Arrangement: Prof. Dharmendrabhai K. Chaudhari -Coordinator Prof. Harsukhbhai H. Parmar-Member
5.	Sarjanatmak Abhivyakti Dhara, Gyan Dhara: Dr. Mansukhbhai P. Patoliya-Coordinator Prof. Jitendrasinh D. Vihol	13.	B.Voc. Courses: Dr. Ratanben P. Solanki-Coordinator Prof. Bhartiben R. Prajapati-Member Prajapati Shital R.- B.A. Sem-I Raval Saroj B.- B.A. Sem-V
6.	NCC: Dr. Jaiminiben C. Solanki	14.	Competitive Exams, NET/SLET Preparation: Dr. Jaiminiben C. Solanki-Coordinator Prof. Jitendrasinh D. Vihol-Member
7.	Natya Dhara: Prof. Sanobar Shekh-Coordinator Prof. Ashwini Barbate	15.	General Tour Committee: Prof. Harsukhbhai H. Parmar Prof. Dharmendrabhai K. Chaudhari Prof. Madhuben S. Thakor Prof. Bhartiben R. Prajapati
8.	Finishing School: Prof. Dharmendrabhai K. Chaudhari -Coordinator Dr. Jaiminiben C. Solanki	16.	Wall Paper: Dr. Mansukhbhai P. Patoliya



17.	Anti-Ragging Committee & Anti Sexual Harassment Committee: Shri M. Nagrajan-District Collector Prin. Dr. Hina M. Patel-Head of the Concerned College Dr. Parthrajsinh Gohil-Superintendent of Police/SSP of the District Shri Ashish Miyatra-The Additional Dist. Magistrate Shri Upendra K. Goswami-Representative of Local Media Smt. Belaben N. Shah-Representative from District Level Non-Govt. Organization Thakor Kunjal Labhuji-Representative from Student Organization-BA-V/VI N. R. Vaghela-Kadi Police Inspector	23.	Internal Marks Committee: B.A. Sem-I &II- Prof. Dharmendrabhai K. Chaudhari Prof. Bhartiben R. Prajapati Sem-III&IV- Dr. Varshaben C. Brahmabhatt Prof. Madhuben S. Thakor Sem-V&VI-Dr. Mansukhbhai P. Patoliya Dr. Jaiminiben C. Solanki M.A. Sem-I & II-Prof. Harsukhbhai H. Parmar Sem III&IV-Dr. Ratanben P. Solanki
18.	Interview Technique Seminar and Personality Development, Placement Cell, Career Counselling Cell and UDISHA: Prof. Dharmendrabhai K. Chaudhari-Coordinator Prof. Harsukhbhai H. Parmar-Member Dr. Mansukhbhai P. Patoliya-Member	24.	Library Committee: Prof. Dharmendrabhai K. Chaudhari Dr. Jaiminiben C. Solanki Prof. Harsukhbhai H. Parmar Dr. Mansukhbhai P. Patoliya Mr. Narendrabhai M. Mehta Ms. Tejal Prajapati-Member
19.	Scholarship and Student Aid Fund: Prof. Dharmendrabhai K. Chaudhari Prof. Harsukhbhai H. Parmar Prof. Madhuben S. Thakor	25.	Career Oriented Courses & Vocational Courses, Functional & Communicative English, SCOPE, Literary Club: Prof. Sanobar Shekh Prof. Ashwini Barbate
20.	Discipline Committee: Prof. Madhuben S. Thakor Dr. Varshaben C. Brahmabhatt Dr. Jaiminiben C. Solanki	26.	AISHE, KCG, GSIRF, NIRF: Dr. Hina M. Patel Mr. Karanbhai A. Shukla
21.	Research Committee: Dr. Ratanben P. Solanki-Coordinator Dr. Jaiminiben C. Solanki-Member Dr. Jalpaben V. Prajapati-Member Prof. Bhartiben R. Prajapati-Member Thakor Priyanka C.- B.A. Sem-V Valand Mansi J.- B.A. Sem-V	27.	Store in Charge Dead Stock: Smt. Diptiben D. Solanki Mr. Narendrabhai M. Mehta
22.	IQAC: Dr. Hina M. Patel-Chair Person Dr. Varshaben C. Brahmabhatt-Coordinator Dr. Ratanben P. Solanki-Co-Coordinator Dr. Jaiminiben C. Solanki-Member Prof. Dharmendrabhai K. Chaudhari-Member Smt. Diptiben D. Solanki-Member	28.	Innovation Club: Dr. Ratanben P. Solanki-Coordinator Prof. Bhartiben R. Prajapati Prof. Sanobar Shekh Raval Chhaya V.- B.A. Sem-III Raval Palavi F.- B.A. Sem-III



	Shri. Nalinbhai M. Shah- Member Dr. Narendrabhai Chotaliya- External Expert General Secretary Ladies Representative Alumna- Dr. Jalpaben V. Prajapati		
29.	Magazine/Annual Report: Dr. Jaiminiben C. Solanki	35.	Remedial Coaching: Dr. Varshaben C. Brahmabhatt-Coordinator Prof. Dharmendrabhai K. Chaudhari-Member Dr. Mansukhbhai P. Patoliya-Member
30.	Student Medical Care Committee: Prof. Madhuben S. Thakor	36.	Income Tax Calculation and Pay Entry: Mrs. Diptiben D. Solanki Mrs. Falaknaz Malek
31.	Cleanliness Monitoring Committee: Prof. Madhuben S. Thakor- Coordinator Mrs. Diptiben D. Solanki	37.	College Code of Conduct Committee: Dr. Varshaben C. Brahmabhatt- Chair Person Prof. Madhuben S. Thakor-Member Prof. Dharmendrabhai K. Chaudhari-Member
32.	Admission Committee for 2024-25: Prof. Madhuben S. Thakor Prof. Harsukhbhai H. Parmar	38.	Environment Club: Dr. Mansukhbhai P. Patoliya Gardner
33.	Educational Visit Committee: All Faculties of All Departments	39.	College Internal AAA Committee: Dr. Hina M. Patel- Chair Person Dr. Varshaben C. Brahmabhatt-Coordinator Dr. Ratanben P. Solanki-Member Dr. Jaiminiben C. Solanki-Member
34.	Alumni Association and Parent Teachers Association: Prof. Dharmendrabhai K. Chaudhari Prof. Harsukhbhai H. Parmar Prof. Bhartiben R. Prajapati Dr. Jalpaben V. Prajapati		

Principal

Maniben M. P. Shah Mahila Arts College
Kadi - (N.G.) - 382 715