



RAMBHA COLLEGE OF EDUCATION

MANAGED BY : RAMBHA SOCIAL WORK & EDUCATIONAL TRUST

Minutes of meeting-1 Internal Complaints Committee

Date- 4/12/2018

Venue- Conference Room

Time- 2 Pm to 2:45 Pm

Agenda –

For controlling the allegation incidents, indiscipline and to maintain disciplinary atmosphere and provide protection against discrimination and sexual harassment in college premises, Principal is pleased to form Internal Complaints committee with the following members of college for a period 2021 to 2024 (3 years).

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha devi
2	Dr.Santhosh Kumar	Principal	R
3	Miss. Rashmi Lugun (Liason officer , Asst. Professor)	Members	Rashmi
4	Mrs.Ganga Bhola ((Asst. Professor)		Jaya
5	Mr.Rakesh Giri (Asst. Professor)		Rakesh
6	Akanksha Sinha	Student Representatives	Akanksha
7	Rajnandani		Rajnandani
8	Sudhakar kumar		Sudhakar

Principal Signature

PRINCIPAL
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Minutes of meeting-2 Internal Complaints Committee

Date- 20/07/2019
3:45 Pm

Venue- Conference Room

Time- 3Pm to

Agenda:-

* Forming an E-mail ID of ICC.

A meeting was held by the members of Internal complaint committee on 4/12/2018 to form an E-mail ID that would be helpful for the victim of sexual assault to register their complaints.

The meeting was held at the Conference room with four members of the ICC mentioned here –

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	Dr. Santhosh Kumar
3	Miss. Rashmi Lugun (Liason officer , Asst. Professor)	Members	Rashmi
4	Mrs.Ganga Bhola (Asst. Professor)		Ganga
5	Mr.Rakesh Giri (Asst. Professor)		Rakesh
6	Akanksha Sinha	Student Representatives	Akanksha
8	Rajnandani		Rajnandani
9	Sudhakar kumar		Sudhakar

Principal Signature
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Minutes of meeting-3 Internal Complaints Committee

Date- 22/11/2019

Venue- Seminar Hall

Time- 2 Pm to 3:00 Pm

Agenda -

* Reviewing the mail ID.

* Welcoming of suggestions for improvement.

The meeting of ICC was held at the Seminar Hall with the ICC faculty members.

The email ID was reviewed by the team with no complaint registered on it.

New suggestions from the members of ICC and faculties were welcomed to run the committee effectively.

Following members were present at the meeting –

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	S
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	Rakha
4	Dr. Bhupesh Yadav(Asst. Professor)		Bhupesh
5	Dr. Dinesh kumar yadav (Asst. Professor)		Dinesh
6	Archana kumara	Student Representatives	archana
7	Deepak		Deepak

Principal Signature
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Minutes of meeting-4 Internal Complaints Committee

Date- 26/02/2020
to 2:45 Pm

Venue- Conference Room

Time- 2 Pm

Agenda-

- * To implement the suggestion of different members.
- * To install a complain box.

A meeting was held at the Conference room in presence of the Principal with other members of the ICC and faculties.

It was decided to install complain boxes within the college campus to ensure that the victims drop the complains about sexual harrasment.

The following members were present in the meeting-

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	Dr. Santhosh
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	Rekha
4	Dr.Bhupesh Yadav(Asst. Professor)		Bhupesh
5	Dr.Dinesh kumar yadav (Asst. Professor)		Dinesh
6	Archana kumari	Student Representatives	Archana
7	Deepak		Deepak

Principal Signature
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Minutes of meeting -5 Internal Complaints Committee

Date- 10/11/2020

Venue- Online (Google meet)

Time- 3:15 Pm to 4 Pm

Agenda -

* To review the complain box and e-mails.

With granted permission from the Secretary and Principal, a meeting was held in google meet.

The members of the ICC along with student representative reviewed the complain box and the email ID for any complains.

Following were present in the meeting.

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	S
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	Rekha
4	Dr.Bhupesh Yadav(Asst. Professor)		Bhupesh
5	Dr.Dinesh kumar yadav (Asst. Professor)		Dinesh
6	Archana kumara	Student Representatives	Archana
7	Deepak		Deepak

Principal's Signature

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Minutes of meeting-6 Internal Complaints Committee

Date- 3/8/2021
3:30 Pm

Venue- Online (Google meet)

Time- 2:30 Pm to

Agenda –

For controlling the allegation incidents, indiscipline and to maintain disciplinary atmosphere and provide protection against discrimination and sexual harassment in college premises, Principal is pleased to form Internal Complaints committee with the following members of college for a period 2021 to 2024 (3 years).

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	R
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	Rkh
4	Dr.Bhupesh Yadav(Asst. Professor)		Bhupesh
5	Dr.Dinesh kumar yadav (Asst. Professor)		Dinesh
6	Nitu Kumari	Student Representatives	Nitu
7	Priti kumara		Priti
	Sandeep Singh		Sand

The above Staff Members are requested to see that the atmosphere should be peaceful and healthy in the Institution and not to give any chance for indiscipline incidents, discrimination and sexual harassment.

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Minutes of meeting-7 Internal Complaints Committee

Date- 10/12/2021

Venue- Seminar Hall

Time- 2 Pm to 2:45 Pm

Agenda :-

* Workshop on sexual harrasment.

A meeting was successfully conducted for organizing a workshop on sexual harrasment at the Seminar Hall.

It was decided that all the women will be present in the workshop.

Following members of the commission were present in the meeting.

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	S
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	Rekha
4	Dr.Bhupesh Yadav(Asst. Professor)		Bhupesh
5	Dr.Dinesh kumar yadav (Asst. Professor)		Dinesh
6	Nitu Kumari	Student Representatives	Nitu
7	Priti kumara		Priti
8	Sandeep Singh		Sandeep

Principal Signature
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Minutes of meeting-8 Internal Complaints Committee

Date- 12/11/2022

Venue- Conference Room

Time- 2 Pm to 2:45 Pm

Agenda -

* To spread awareness through different means of communication.

A meeting was conducted by the IC with the chairperson and the members of the committee in the Conference room to discuss about the various means of spreading awareness related to sexual harrasment.

It was decided that IC will be using posters, notices and awareness programmes in order to spread the awareness related to sexual harrasment.

All these were present in the meeting.

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	S
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	Rekha
4	Dr.Bhupesh Yadav(Asst. Professor)		Bhupesh
5	Dr.Dinesh kumar yadav (Asst. Professor)		Dinesh
6	Nitu Kumari	Student Representatives	Nitu
7	Priti kumara		Priti
	Sandeep Singh		Sandeep

Principal Signature
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Minutes of meeting-9 Internal Complaints Committee

Date- 12/11/2022

Venue- Conference Room

Time- 2 Pm to 2:45 Pm

Agenda:-

- * To review the previous meeting.
- * To review email ID and complain box.

A meeting was held at the conference room with the chairperson and the members along with the principal to have a look in the previous meeting data and check the status of the complain box and email.

It was found that a girl student had complained against a boy of the same class.

The victim had mentioned about usage of improper language by the student.

The issue was solved by counseling both of the students. Also he had taken oath to never use this type of offensive language to anyone.

Following members wer present in the meeting .

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	K
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	Rekha
4	Dr.Bhupesh Yadav(Asst. Professor)		Bhupesh
5	Dr.Dinesh kumar yadav (Asst. Professor)		Dinesh
6	Nitu Kumari	Student Representatives	Nitu
7	Priti kumara		Priti
	Sandeep Singh		Sandeep

Principal Signature
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Minutes of meeting- 10 Internal Complaints Committee

Date- 9/01/2023

Venue- Conference Room

Time- 3 Pm to 3:45 Pm

Agenda-

- * To review the effects previous case.
- * To spread awareness regarding the laws against women's harassment.

A meeting was conducted by the ICC body with the permission of the Secretary and Principal in the conference Room along with other faculties and student representative.

The previous case was reviewed by all and positive changes were found.

The members as well as the students were informed about the laws against women's harassment that are mentioned in the constitution by Advocate Anita Sharma in a workshop.

Following members were present in the meeting:

S.No	Name	Designation	Signature
1	Mrs. Rambha Devi	Chair Person	Rambha Devi
2	Dr.Santhosh Kumar	Principal	[Signature]
3	Mrs. Rekha Yadav (Liason officer , Asst. Professor)	Members	[Signature]
4	Dr.Bhupesh Yadav(Asst. Professor)		[Signature]
5	Dr.Dinesh kumar yadav (Asst. Professor)		[Signature]
6	Laxmi Rani Mahato	Student Representatives	[Signature]
7	Nikita kumari		[Signature]
8	Aakash		[Signature]

Principal Signature
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