


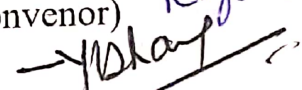

Minutes of the Meeting

Dated: 17.12.2020

The members of the Internal Complaint Committee had a telephonic meeting owing to the COVID pandemic. The following points were discussed in the meeting:

1. The urgent need of spreading awareness among the students regarding the available support system to them in the form of Internal Complaints Committee.
2. Bringing awareness and sensitizing the issue of the gender equality among students.
3. Introducing the Students of Ist year on "The Sexual Harassment Of Women At Workplace (Prevention, Prohibition And Redressal) Act- The POSH Act".
4. Introducing the students with contact numbers of members of ICC for its proper implementation.
5. Need of finding suitable dates for conducting the program online.

The following members attended the meeting:

1. Dr. Rajni Arora (Convenor) 
2. Dr. Y. K. Sharma 
3. Dr. Lakshna Mahajan 

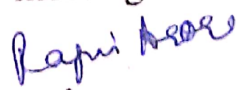
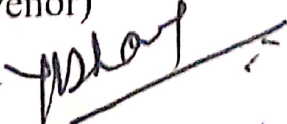
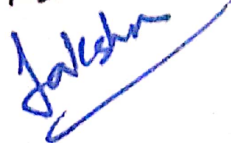
Minutes of the Meeting

Dated: 20.12.2020

Internal Complaint Committee members carried out a telephonic meeting owing to the COVID pandemic. The following were the key points decided for implementation of work of ICC:

1. Owing to the high count of students, it was decided that the program be carried out on three separate days for the students of Science, Commerce and Humanities.
2. The dates were finalized for online awareness program for the Students of 1st year on "The Sexual Harassment Of Women At Workplace (Prevention, Prohibition And Redressal) Act- The POSH Act" after discussing with Ms. Niyati Sharma, Advocate, Delhi High Court, Member, ICC, SSN College as following:
 - a. 1st year students of sciences: 26th December 2020
 - b. 1st year students of Commerce: 30th December 2020
 - c. 1st year students of Humanities: 5th January 2021
3. It was decided that the program and dates will be conveyed to the students through College Official email address by the Convenor.
4. The platform for the program was decided to be Google Meet.

The following members attended the meeting:

1. Dr. Rajni Arora (Convenor) 
2. Dr. Y. K. Sharma 
3. Dr. Lakshna Mahajan 

Minutes of the Meeting

Dated: 25th August 2021

The members of ICC had a meeting on 25th August 2021 in New Building Staffroom at 11:00 a.m. to discuss the working of Internal Complaints Committee. The following points were discussed in the meeting:

1. The objectives and working of the ICC and the contact number of ICC convenor to be displayed at the college website.
2. The ICC procedures to file the complaints and different points under the sexual harassment at work place to be displayed at different places in the college.

The following members attended the meeting:

1. Dr. Rajni Arora (Convenor) *Rajni Arora*
2. Dr. Y. K. Sharma *Y. K. Sharma*
3. Dr. Lakshna Mahajan *Lakshna*

Minutes of the Meeting

Dated: 17.02.2021

ICC members of the college met on 17th February 2021 at 11:00 a.m. in New Building Staff room and decided upon the following points:

1. Regular surveillance of old and new campus should be carried out. This shall be done in order to provide guidance to the students regarding college's support and college's concern towards the safety of girl students.
2. Dr. Rekha Gupta and Ms. Neha Ahuja shall be mentoring girl students in the new and old campus, respectively.

The following members attended the meeting:

1. Dr. Y. K. Sharma (Acting Convenor)
2. Dr. Lakshna Mahajan
3. Dr. Rekha Gupta (co-opted for this period)
4. Ms. Neha Ahuja (co-opted for this period)

Lakshna Mahajan

Neha Ahuja

Minutes of the Meeting

Dated: 29.11.2021

The members of ICC had a meeting on 29th November 2021 in New Building Staffroom at 11:00 a.m. to discuss the working of Internal Complaints Committee. The following points were discussed in the meeting:

1. As discussed in the earlier meetings, the members shall be interacting with the girl students in the classes or campus to know about any difficulties/ harassment/any gender inequality they may be encountering in college or campus. This shall be done at both the old and new campus.
2. It was decided to request for keeping a complaint box in New Building campus.

The following members attended the meeting:

1. Dr. Rajni Arora (Convenor) *Rajni Arora*
2. Dr. Y. K. Sharma *Y.K. Sharma*
3. Dr. Lakshna Mahajan *Lakshna Mahajan*

Minutes of the Meeting

Dated: 5th August 2022

A meeting was held in the staffroom (New Building) on 5th August 2022 at 10:30 a.m. by ICC members. The members discussed about the duties of ICC and the procedure to address the complaints regarding sexual harassment. The copy of the procedure of conducting enquiry was also distributed among the members.

The following members attended the meeting:

1. Dr. Rajni Arora (Convenor) *Rajni Arora*
2. Dr. Y. K. Sharma *Y. K. Sharma*
3. Mrs. Neha Paruthi *Neha Paruthi*
4. Dr. Lakshna Mahajan *Lakshna Mahajan*

Minutes of the Meeting

Dated: 3rd May 2023

A meeting was held in the staffroom (New Building) on 3rd May 2023 at 11:00 a.m., by ICC members. The members discussed about organising the program on "The POSH Act" for the students and staff. It was also decided to invite Ms. Niyati Sharma as a speaker for the program. The date was finalized as 11th May 2023.

The following members attended the meeting:

1. Dr. Rajni Arora (Convenor) *Rajni Arora*
2. Dr. Y. K. Sharma *Y. K. Sharma*
3. Mrs. Neha Paruthi *Neha Paruthi*
4. Dr. Lakshna Mahajan *Lakshna Mahajan*



स्वामी श्रद्धानन्द महाविद्यालय
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Swami Shradhdhanand College
(University of Delhi), Allpur, Delhi-110036

Ref. No. Ssc/OM-SS/2021-22/1635

Dated 17/02/2022

OFFICE ORDER

The following faculty members shall be assisting Internal Complaints Committee to deal with sexual harassment cases, to maintain discipline and help & guide the girl students.

1. Dr. Rekha Gupta
2. Ms. Neha Ahuja


Parveen Garg