

THE INTERNAL COMPLAINTS COMMITTEE (Anti-Sexual harassment)

The Internal Complaints Committee for prevention of sexual harassment of women at workplace, as per 'The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act, 2013' to deal with the sexual harassment complaints of women at workplace:

| No. | Name | Cell No. |
|-----|----------------------------------------------------------|-------------------|
| 1 | Prof. Aparna Nashikkar - Chairperson | 9881020731 |
| 2 | Mrs. Madhavi Patwardhan – (Member 3 rd party) | 9403764162 |
| 3 | Prof. Shraddha Kokane – Secretary | 8806661852 |
| 4 | Prof. B. Patnaik – Member | 9881101575 |
| 5 | Prof. Dr. Pradeep Sadarpatil - Member | 9822592116 |
| 6 | Mrs. Suvarna Kulkarni - Member | 9890648575 |
| 7 | Mrs. Ashwini Nadkarni – Member | 9762015756 |
| 8 | Mr. Gokul Poman – Member | 9921334622 |
| 9 | Ms. Sukanya Kulkarni – Student Member | 9527123514 |
| 10 | Mr. Anuj Kumar Singh – Student Member | 8652342018 |
| 11 | Ms. Srishti Panda – Student Member | 7030310917 |
| 12 | Mrs. Aparna More - Member | 8856036714 |

The committee shall, on receipt of a written complaint, promptly initiate inquiry proceedings as per the directions under the

Sexual Harassment has been defined as: An act of sexual harassment includes any one or more of the unwelcome acts or behaviour, whether directly or by implication:

- i. Physical contact and advances; or
- ii. A demand or request for sexual favours; or
- iii. Making sexual coloured remarks; or
- iv. Showing pornography; or
- v. Any unwelcome physical, verbal or non-verbal conduct of sexual nature.

Roles and responsibilities:

The committee has to ensure enough steps are taken to create awareness on the topic. If in case any person approaches any of the committee member, the member is immediately required to inform others. A written complaint is required to be taken from the aggrieved person, necessary action to be taken, preferably to settle the matter through counselling and conciliation as soon as possible. In case the matter is not so sorted, inquiry to be conducted and matter to be sorted out within 10 days from the date of complaint. The members to be vigilant all the time and ensure that there is no such incident taking place in campus by creating awareness and having an open dialogue with all the students.

ANTI-RAGGING COMMITTEE

The Anti Ragging Committee to create awareness against and to prevent any ill incidents taking place in the campus as per F.No.37-3/Legal/AICTE/2009:

| No | Name | Office No. | Cell No. | E_mail id |
|----------|--------------------------------------------|-----------------|-------------------|----------------------------------|
| 1 | Prof. (Gp. Capt.) D P Apte Chairman | 30273581 | 9850656749 | principal.mitsob@mitpune.edu.in |
| 2 | Prof. Dr. Amit K Sinha - Member | 30273556 | 8605003962 | amit.sinha@mitsob.net |
| 3 | Prof. Bidhan Datta - Secretary | 30273602 | 9422568343 | bidhandatta2000@gmail.com |
| 4 | Prof. Avinash Deshpande - Member | 30273601 | 9822894756 | add.mitsob@gmail.com |
| 5 | Mr. Uttam Padwal - Member | 30273601 | 9881721353 | uttampadwal@gmail.com |
| 6 | Prof. Aparna N. - Member | 30273603 | 9881020731 | aparna1174@gmail.com |
| 7 | Mrs. Snehal Katkar - Parent Representative | 24223519 | 9850677490 | |
| 8 | Mrs. Neena Nahar - Parent Representative | | 9422066607 | |
| 9 | Ms. Mukta Joshi - Student Representative | | 9821286860 | mukta.joshi29gmail.com |
| 10 | Mr. Somn Mandan Student Representative | | 9825652783 | sominmandan96@gmail.com |
| 11 | Ms. Srishti Panda - Student Representative | | 7030310917 | srishtipanda@gmail.com |
| 12 | Ms. Phadke ASI - Police Representative | | | |
| 13 | Mr. Umesh Sardar - Media Representative | | 9881736081 | |
| 14 | Dr. R P Mitkar - Member | 25386177 | 9822416022 | mitsob@mitpune.com |

What is Ragging?

Ragging includes any conduct by any student/s whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, indulging in rowdy undisciplined activities by students causing annoyance, hardship, physical or psychological harm or raising fear or apprehension in any fresher or student. It also includes any act affecting the mental health and self-confidence of a fresher or any other student with or without intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, and all such incidents.

ANTI-RAGGING SQUAD

| No. | Name | Office No. | Cell No. | E_mail id |
|-----|-------------------------------------|------------|------------|--------------------------------------------------------------------------------------|
| 1 | Prof. (Gp. CApt.) D P Apte Chairman | 30273581 | 9850656749 | principal.mitsob@mitpune.edu.in |
| 2 | Prof. Dr. Amit K Sinha - Member | 30273556 | 8605003962 | amit.sinha@mitsob.net |
| 3 | Prof. Avinash Deshpande - Member | 30273601 | 9822894756 | add.mitsob@gmail.com |
| 4 | Mr. Uttam Padwal - Member | 30273601 | 9881721353 | uttampadwal@gmail.com |
| 5 | Prof. Aparna N. - Member | 30273603 | 9881020731 | aparna1174@gmail.com |
| 6 | Prof. Anagha Gupte - Member | 25465160 | 9423568194 | anagha.gupte@mitsob.edu.in |

Roles and responsibilities:

All the members to ensure that ragging does not take place, by generating awareness about the grave consequences of ragging.

STUDENTS' GRIEVANCE REDRESSAL CELL

The Students' Grievance Redressal Cell as per Clause No.37-3/Legal/2012 of the AICTE to ensure transparency and prevent unfair practices and to provide a mechanism to innocent students for redressal of their grievances:

| No. | Name | Cell No. |
|----------|-----------------------------------------------|-------------------|
| 1 | Prof. (Gp. Capt.) D P Apte – Director, MITSOB | 9850656749 |
| 2 | Prof. Dr. Amit K. Sinha - Member | 8605003962 |
| 3 | Mr. Mandar Phadnis - Secretary | 8605003969 |
| 4 | Prof. Anagha Gupte - Member | 9423568194 |
| 5 | Prof. Aparna Nashikkar - Member | 9881020731 |
| 6 | Prof. B. Patnaik- Member | 9881101575 |
| 7 | Mr. Uttam Padwal- Member | 9881721353 |
| 8 | Mr. Hemant Joshi- Member | 8888109999 |

Students' Grievances include the following:

1. Making admission contrary to merit determined in accordance with the declared admission policy of the institute;
2. Irregularity in the admission process adopted by the institute;
3. Refusing admission in accordance with the declared admission policy of the institute;
4. Withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee or fees in respect of any course or programme of study which such person does not intend to pursue;
5. Demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution;
6. Breach of the policy for reservation in admission as may be applicable;
7. Complaints of alleged discrimination by students from Scheduled Caste, Scheduled Tribes, OBC, women, minority or disabled categories;

8. Non-payment or delay in payment of scholarships to any students that such institution is committed, under the conditions imposed by AICTE, or by any other authority;
9. Delay in conduct of examinations or declaration of results beyond that specified in the academic calendar;
10. On provision of student amenities as may have been promised or required to be provided by the institution;
11. Denial of quality education as promised at the time of admission or required to be provided;
12. Non transparent or unfair evaluation practices;
13. Harassment and victimization of students including sexual harassment; and
14. Refund of fees on withdrawal of admissions as per AICTE instructions from time to time.

Roles and responsibilities:

It shall be the duty of the members to ensure that there is appropriate redressal of any grievance filed by any student. The committee is to ensure that there is discrimination amongst students based on caste or creed, or gender or any other reason. The student is to be assured no discrimination, unfair evaluation practice or harassment and victimizations of the students shall be entertained and the welfare and wellbeing of the students shall be the prime objective.

THE WOMENS' GRIEVANCE REDRESSAL CELL

The Women's Grievance Redressal Cell for settling issues apart from sexual harassment at workplace:

| No. | Name | Cell No. |
|----------|------------------------------------------------------|-------------------|
| 1 | Prof. Aparna Nashikkar – Chairman | 9881020731 |
| 2 | Prof. Meenal Pendse - Secretary | 9890652573 |
| 3 | Prof. Anagha Gupte - Faculty representative | 9423568194 |
| 4 | Mrs. Anita Yadav – Non teaching representative | 9850884871 |
| 5 | Mrs. Pallavi Deshpande – Non teaching representative | 9850496945 |

There are various problems faced by female members in an organization. Especially, due to the lack of awareness amongst females, they become an easy target of harassment and face problems. The Cell is required to work in the direction of providing help to any female complaining of discrimination, either gender discrimination or otherwise, any kind of abuse, loneliness, peer pressure, groupism, home sickness, insecurity and/or inferiority complex in terms of physical appearance, hostel issues, harassment from room-mates, adjusting and adopting to the new environment, etc.

Roles and responsibilities:

The members are to ensure that no act or incident as mentioned hereinabove, and reported is ignored. The members must go to the roots of the harassments faced by students and sort out the matter harmoniously. The members to ensure that the students feel free to discuss such issues and rest assured that the members shall be by them to tackle such issues.

FORUM TO DISCOURAGE THE SUICIDAL INSTINCTS IN STUDENTS

A Forum to discourage the suicidal instincts in students and to guide them out of the depression due to any personal issues:

| No. | Name | Cell No. |
|----------|------------------------------------------------|-------------------|
| 1 | Prof. (Gp. Capt.) D P Apte – Chairman | 9850656749 |
| 2 | Prof. Anagha Gupte - Secretary | 9423568194 |
| 3 | Prof. Aparna N - Faculty representative | 9881020731 |
| 4 | Mr. Hemant Joshi - Non-teaching representative | 8888109999 |
| 5 | Mr. Saurabh Madan - The General Secretary | 9970388825 |
| 6 | Mr. Chinmay Katkar - Student representative | 8888558851 |
| 7 | Ms. Srishti Panda - Student representative | 7030310917 |

There are many personal issues faced by our students. They mainly do not understand how to tackle these problems and resort to suicides. These problems can be anything from pressures to keep their grades, to remain in competition with other students, to cope with certain family issues in their family, financial problems, love affairs, hostel or accommodation problems, etc. The main function of this forum is to involve in talks with all students and to identify if at all any student has any problem/issue which can lead the student to commit suicide.

Roles and responsibilities

The committee is expected to be vigilant and to ensure that the students open up and discuss their major issues with the members. It is their duty to take initiative and indulge into a dialogue with those students who are observed to be silent, non-participative and/or show any kind of unusual behaviour. It is most important to ensure that the students interact and come out of their personal problems so that they succeed in their efforts, and this would prevent suicidal instincts in them.

NIRBHAY VIDYARTHI ABHIYAAN

All educational institutes are required to undertake a drive for creating educational awareness amongst students on ethical values, addiction, sex education and stress management and to set up a complaint box for the students to drop any complaint in it as per the directions received from the Senior Police Inspector, Kothrud Police Station, Pune City.

Mrs. Pratibha Dhotre, Mahila Assistant Police Inspector is the coordinating officer for the “Nirbhay Vidyarthi Abhiyaan” and Prof. Dr. Pradeep Sadarpatil 9822592116 has been nominated as the coordinating officer from our institute for the same.

DISABILITY RESOURCE CENTER

With reference to the requirements of AICTE, a disability resource center has been set up as follows:

| No. | Name | Cell No. | Signature |
|-----|--------------------------------------------------|-------------------|-----------|
| 1 | Prof. (Gp. Capt.) D P Apte – Chairman | 9850656749 | |
| 2 | Prof. Aparna N - Secretary | 9881020731 | |
| 3 | Prof. Anagha Gupte – Faculty representative | 9423568194 | |
| 4 | Mr. Padmanabh Kane – Non teaching representative | 7038019925 | |

The objective of this center is to provide a barrier-free environment for disabled students, facilitate access to infrastructure, provide guidance and create awareness about the needs of persons with disabilities and other general issues, as also to assist disabled students to gain successful employment. The institute is required to provide special facilities such as ramps, elevators, reserved parking, wheel chair, special toilets – suiting the needs of disabled persons.

Roles and responsibilities:

To ensure that whatever support and help is required is provided. To ensure that such persons are not harassed by others. To maintain a record of the persons with disability, with the disability being mentioned and make special arrangements for such persons.