



CAREER MAHAVIDYALAYA

Affiliated to Pandit Deendayal Upadhyaya Shekhawati University, Sikar (Raj.)

5.1.4

PROOF W.R.T ORGANISATION WIDE AWARENESS AND UNDERTAKING ON POLICIES WITH ZERO TOLERANCE

IQAC HEAD
CAREER MAHAVIDYALAYA
DURANA, JHUNJHUNU (Raj.)



PRINCIPAL
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CAREER MAHAVIDYALAYA

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Zero Tolerance Policy

CAREER College is committed to a Zero Tolerance towards Sexual Harassment /Ragging, Grievances, bullying. Our institute is committed to provide an environment in which Students, Teachers and Non-Teaching Staff. We can work together with full satisfaction. In pursuance of this commitment our college has Constituted many Committees like Anti-Ragging Committee, Internal Complaint Committee, Grievance Redressal Committee, as per the relevant provisions of the Sexual harassment of the women at work place Act,2013.

The Institute provides a Mechanism, by which Complaints can be dealt carefully and also suitable disciplinary action can be taken. In addition to this, the Committees organize various awareness sensitization programmes for the students to prevent such cases in campus. Programs like Guest Lectures, Workshops, debate, poster making competition etc.

The College is pledged to treat everyone with dignity, courtesy and respect.

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Anti-Ragging Committee:

The Anti-Ragging Committee remained vigilant in preventing and addressing incidents of ragging. We organized awareness campaigns, orientation sessions, and workshops for both new and existing students. No reported incidents of ragging were recorded during the year, indicating a positive and safe campus atmosphere.

Grievance Committee:

The Grievance Committee actively addressed concerns raised by students, faculty, and staff members. The grievances received, covering various issues such as academics, facilities, and interpersonal matters. These grievances were resolved within the stipulated timeframe, ensuring a timely resolution and fostering a culture of open communication.

Internal Complaint Committee:

The Internal Complaint Committee continued its efforts to ensure a harassment-free campus. It conducted sensitization sessions and training programs on gender equality and prevention of harassment. These were resolved effectively, maintaining the dignity and safety of all the students and members of the college community.

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LIST OF GRIEVANCES RECEIVED (2022-2023)

S.No.	Name of Students	Date/Year	Type of grievance	Action taken by Committee
1	ADITYA	2022-23	Regarding Fee Installment	Accepted
2	AJAY	2022-23	For Sports Equipmen t	Matter seen
3	AJAY KUMAR	2022-23	Regarding late fees	Allowed
4	AKASH POONIA	2022-23	Regarding Nuisance in Class Room	Matter seen
5	AKSHAT MOGA	2022-23	Regarding Fee Installment	Allowed
6	RUDRANSH CHOUDHARY	2022-23	Regarding Nuisance in College Bus	Matter seen
7	SACHIN	2022-23	Regarding late fees	allowed
8	ADITI BARALA	2022-23	Projector classroom	Action taken
9	ANKIT KUMAR	2022-23	Regarding Industrial visit	Action taken
10	ANKITA KUMARI	2022-23	For Drinking Water	Waved off
11	ANURAG AMERIA	2022-23	Application For late fees	Application accepted
12	KHUSHI	2022-23	For late fees	accepted
13	LAVISH JANGIR	2022-23	For fee concession	Waved off
14	PAWAN KUMAR SAINI	2022-23	For scholarship cheque	approved
15	PAYAL	2022-23	Application for extra classes	Date extended

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16	VARSHA	2022-23	For late fees	Date extended
17	VIJAY KUMAR BERWAL	2022-23	For nuisance in Play Ground	Matter discussed
18	AMIT, ANMOL, ESHMIT, PREM PRAKASH, NIKHIL, LAKSHAY	2022-23	For Clean Washroom	Action Taken
19.	AAKASH	2022-23	For nuisance in College Bus	Matter discussed
20.	MANEESH KUMAR	2022-23	For nuisance in Campus	Warning given
21.	PRINCE KULHARI	2022-23	For late fee	Waived off
22	POOJA	2022-23	For late fee	Waived off
23	ANKIT, RINKU, GAURAV, TWINKLE	2022-23	For Daily Msc Math Classes	Action Taken
24	DUSHYANT SINGH	2022-23	FOR NEW BOOKS IN COLLEGE LIBRARY	Action Taken

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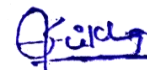
LIST OF GRIEVANCES RECEIVED (2021-2022)

S.NO	Name of Students	Date/Year	Type of grievance	Action taken by Committee
1	ABHISHEK SHARMA	2021-2022	Related to Attendance	Resolved
2	ADITI BARALA	2021-2022	Competition Class	Written application taken
3	HEMANT KUMAR SAINI	2021-2022	Related to Attendance	Leave Approved
4	HIMANSHU	2021-2022	Leave for Jee Mains exam	Approved
5	LOKENDRA SINGH	2021-2022	Application related to change in class time	Extra class will be given
6	LOKESH	2021-2022	For late fee	Exempted
7	AAKASH	2021-2022	Application related to enrollment form	accepted
8	ABHIJEET MEENA	2021-2022	Regarding College Uniform	Time Given
9	RAHUL BACHHER	2021-2022	Application related to late fee	Waived off
10	RAHUL SINGH	2021-2022	Application for extention of Time limit for fee payment	Time given
11	WILLSON SARWA	2021-2022	Regarding Fee Installment	Alloted



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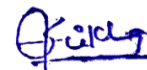
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12	YUVRAJ VERMA	2021-2022	Application related to late fee	Waived off
13	ABHAY SINGH	2021-2022	Late Submission For exam Form	Date Given
14	ADITYA	2021-2022	Related to nuisance in campus	Warning given
15	LALIT RAMESH JANGIR	2021-2022	Related to nuisance in campus	Warning given
16	LOKESH	2021-2022	For Infrastructure	Resolved
17	NAVEEN KUMAR	2021-2022	For leave	Approved
18	NAVEEN JHAJHARIA	2021-2022	Regarding fee submission	Allowed
19	POONAM KUMARI SERIA	2021-2022	Application Regarding language used in exam	Resolved
20	PRATIK BALARA	2021-2022	Related to Late Fee	Time given
21	SATYAPRAKASH	2021-2022	Related to Nuisance in Classroom	Problem resolved
22	SUDHIR KUMAR	2021-2022	Application for change in Medium	Approved
23	TAUSIN ALI	2021-2022	For leave	Admission Given
24	VIKASH	2021-2022	Application regarding fee concession	Allowed
25	YASH KUMAR SONI	2021-2022	Regarding Fee Installment	Allowed



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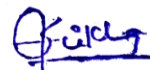
LIST OF GRIEVANCES RECEIVED (2019-2020)

S.NO	Name of Students	Date/Year	Type of grievance	Action taken by Committee
1	ABHAY SINGH	2019-2020	Regarding Fee	Time given
2	ABHISHEK SAHARAN	2019-2020	For Infrastructure	Conveyed to the management
3	AMISHA	2019-2020	For computer Lab	Action taken Regarding Lab Classes
4	ANAND KUMAR	2019-2020	For Lab Facility	Problem resolved
6	CHETAN SINGH	2019-2020	For Computer Lab	Problem resolved
7	DEEPAK KUMAR	2019-2020	For late fee	Waived off
8	ADITYA RAJ KATEWA	2019-2020	For infrastructure	Informed to Management and action had been taken.
9	AFREEN	2019-2020	Regarding subject change	Approved
10	DIMPAL SAINI	2019-2020	For College facilities	Action taken
11	DIVYA KUMARI	2019-2020	For computer Lab	Problem solved
12	MANISHA KUMARI	2019-2020	For College Facility	Informed to Management and action had been taken



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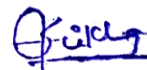
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13	AARTI BHOOKAL	2019-2020	For College Facility	Informed to Management and action had been taken
14	ABDUL AZEEZ	2019-2020	For Ducting Facility	Problem Solved
15	BHAVESH	2019-2020	Application for Maintenance of Computers	Software updated
16	BHURA RAM	2019-2020	Application for Water Cooler	Action taken
17	NARESH KUMAR	2019-2020	Regarding Computer Lab	Resolved
18	NEHA	2019-2020	Regarding Maths Faculty	Faculty Changed
19	RAHUL KUMAR	2019-2020	Regarding division of Class	Section Alloted
20	VIKAS GULERIA	2019-2020	Regarding Math's faculty	Faculty Changed
21	UMESH KUMAR	2019-2020	Regarding Math's faculty	Faculty Changed



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LIST OF GRIEVANCES RECEIVED (2018-2019)

S.NO	Name of Students	Dated/Year	Type of grievance	Action taken by Committee
1	ANITA MEENA	2018-19	Application for New Books in Library	Books Provided
2	ANKIT JOSHI	2018-19	Regarding Computer Lab	Facility Improved
3	CHITRA TINWAL	2018-19	Regarding infrastructure	Issues solved
4	DIMPAL SAINI	2018-19	Application for New Books in Library	Books Provided
5	MOHIT	2018-19	Application for Computer Functioning	Conveyed to Department
6	NAVEEN BARALA	2018-19	Regarding Reference Book in Library	Books Provided in Library
7	ABDUL AZEEZ	2018-19	Regarding Infrastructure	Conveyed to Management and action taken
8	ABDUL MUTLIB	2018-19	Application for New Books in Library	Books Provided
9	BHURA RAM	2018-19	For extra class	Approved
10	DEEPAK KUMAR	2018-19	Regarding Basic Infrastructure	Issues discussed and Condition Improved

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11	AKASH	2018-19	Regarding Clean water tank.	R.O provided
12	AMAN KUMAR	2018-19	For Library Facility	Informed to Management and action had been taken
13	SANJU KUMARI	2018-19	For College Facility	Informed to Management and action had been taken
14	SHASHI KANT	2018-19	Application for New Books in Library	Books Provided
15	SOURABH KUMAR	2018-19	Application for Water Cooler	Action taken
16	SUNIL KUMAR	2018-19	For late fee	Date extended

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To
The Principal
Career Science College
Durana (Jhunjhunu)
(Raj)

Sub:- Requesting to provide sports equipments
Respected mam:-

With due to respect, my name is
Ajay I representing as the monitor of Class Bsc
I year. I would like to bring in your notice the
lack of sports equipment in our college.
I would like to bring to your notice strings of
badminton bats are broken. Chess, Carom board
pieces are missing. The nets table tennis are
broken. I humbly request you look into the issue
and arrange to add new sports equipment
at earliest.

Yours faithfully

Ajay
Bsc I year

Date
11/8/22



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To;

The Principal,

Career Mahavidyalaya, Durana
Jhunjhunu (Raj.),

Subject — Application for New Books in College
Library.

I am writing to request the addition of
the new books to the collection of our
College Library.

I am a concerned student, I believe that
expanding the library resources with fresh
and relevant materials would great benefit
the academic Community.

Sincerely

Career Mahavidyalaya student
Dushyant Singh

Thank You

Duesh

Date — 7/09/22



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To

The Principal,
Career Science College
Durana (Jhunjhunu)

Sub:- Application for arrange drinking water

Respected Madam,

I want to bring to your kind notice that drinking water is not available in our college, whatever water is stored in the little tank, is finished by the recess. A large number of students remain thirsty.

Therefore I request you kindly grant my application and arrange sufficient drinking water for us.

Date:- 7 August 2022

Yours obediently

Name:- Ankita Kumari Doshi
Class - Bsc II year Amit Kumar
Roll No - 4



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सेवा में,

श्रीमती प्राचार्या मधोदया
कारिगर महाविद्यालय
दुराना (जुंजुनु) राज

विषय:- महाविद्यालय में शौचालय की नियमित सफाई हेतु

मधोदया,

सविनय नम्र निवेदन है कि हम BSc III year के छात्र हैं महाविद्यालय में छात्र शौचालयों की सफाई नियमित नहीं होती है। अतः नियमित सफाई करवाने की कृपा करें।

दिनांक:- 10/10/2022

आपकी अति कृपा होगी
आपकी आबामारी शिष्य

समस्त BSc III year
छात्र

Amit

Anmol. Eshmit

जैमपकाश Nikhil

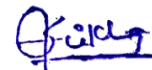
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सेवा में,
श्रीमती प्राचार्या महोदया
करियर महाविद्यालय, दुराना
झुंझुनू (राज.)

विषय → M.Sc.(P) Math के III पेपर (Differential calc)
को प्रारम्भ करवाने हेतु।

महोदया,
सादर नम्र निवेदन है कि हम M.Sc.(Prc)
Math के विद्यार्थी हैं। हमारे गणित विषय के III पेपर
की Book ^{अनुकूल} नहीं करवायी गयी है अतः आपसे निवेदन
है कि हमारी गणित विषय के III पेपर की नियमित कक्षाओं की
शुरुआत करवायी जाये।

सचन्यवाद

आपकी अति कृपा होगी।

दिनांक - 20/11/2022

आपका आत्माकरी शिष्य

समस्त M.Sc.(Prc) Math छात्र

Ankit

Gourav

रिंकु

Pooja Twinkle

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COMPLAINT BOX



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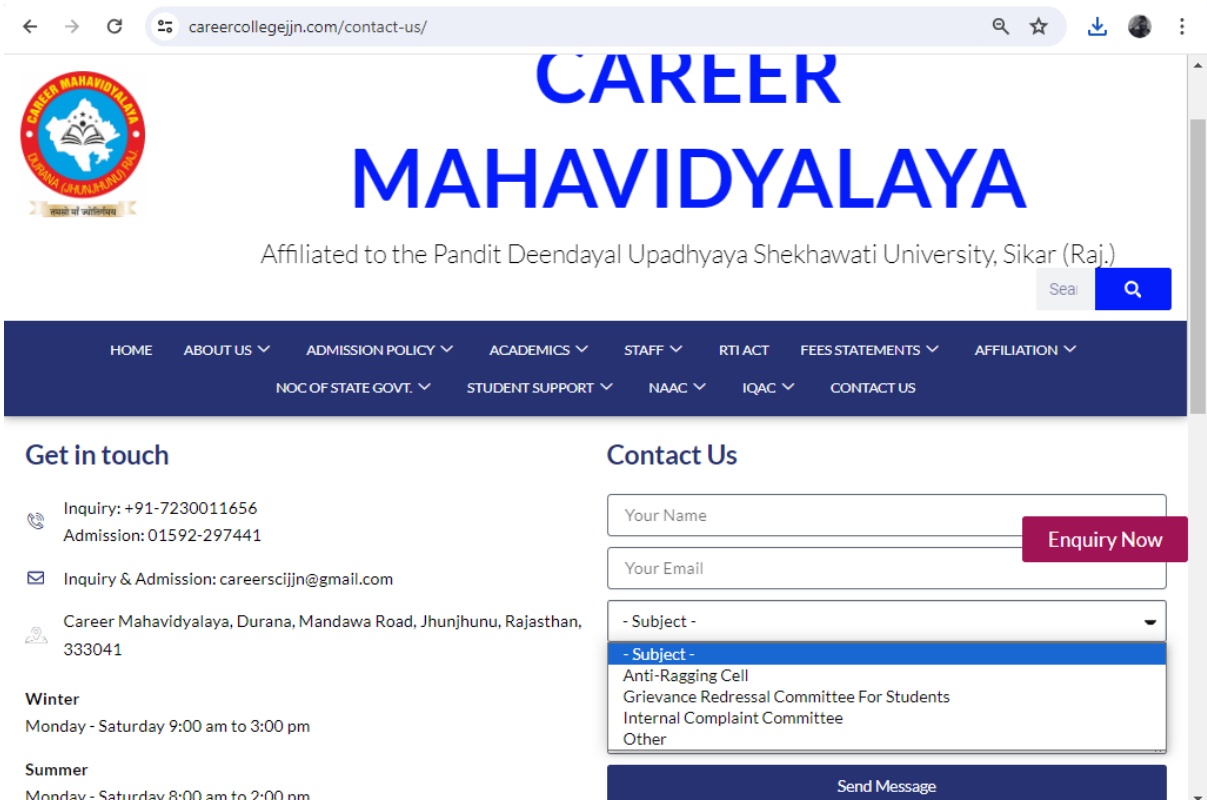


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Get in touch

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Admission: 01592-297441

Inquiry & Admission: careerscijjn@gmail.com

Career Mahavidyalaya, Durana, Mandawa Road, Jhunjhunu, Rajasthan,
333041

Winter

Monday - Saturday 9:00 am to 3:00 pm

Summer

Monday - Saturday 8:00 am to 2:00 pm

Contact Us

Your Name

Enquiry Now

Your Email

- Subject -
- Subject -
Anti-Ragging Cell
Grievance Redressal Committee For Students
Internal Complaint Committee
Other

Send Message

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PROOF RELATED TO MECHANISMS FOR SUBMISSION OF ONLINE/OFFLINE STUDENT'S GRIEVANCES

The Student Grievance Redressal Committee at Career Mahavidyalaya, Durana, looks into complaints lodged by students and judges each case on its merit. The Committee is empowered to look into both academic and non-academic matters. It has been constituted to maintain a responsive, disciplined, accountable and harmonious atmosphere among all the members of the college. The Committee meets once in three months, or as and when required, at the instance of the Nodal Officer.

Members
Principal
Covenor Of Cell/Vice Principal/Deans/Hod's
Nodal Officer
Faculty Members
Current Students
Administrative Assistant
Office Assistant

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DURANA, JHUNJHUNU (Raj.)



PRINCIPAL
DR. SHIKHA SAHAY
CAREER MAHAVIDYALAYA
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Scope:

The scope of the Committee includes:

- Facilitating a fair and just evaluation of student-complaints
- Developing student support system based on feedback/grievance/complaints
- Encouraging a student-friendly, learner-centric system

Functions:

- ✓ Each case is attended to promptly on the receipt of written grievances from the students.
- ✓ The Committee then gives a report to the higher authorities about the cases attended to and the number of pending cases, if any, which required directional guidance from them.
- ✓ The Committee thus ensures a fair, unbiased and transparent resolution of student grievances Process for lodging a complaint. The students may feel free to submit a grievance in the Format available on the college website <https://careercollegejnn.com/contact-us/> or drop it in a Complaint Box outside principal chamber
- ✓ The Committee will then act upon those cases which have been forwarded, along with the duly filled-in Form.
- ✓ The Committee will ensure that the grievances are redressed within the stipulated time period.

Grievance-Handling Mechanism

The following mechanisms are in place for timely action towards grievance-handling:

- Tutor-guardian-System—For the benefit and guidance of the students, this feature exists in most institutions. Regular meetings between the Mentor and the Mentee are held wherein students are free to discuss any personal or academic problem being faced by them.
- Counseling Cell — This Cell is functional to counsel and guide the students for their overall development, including appropriate intervention needed to redress any grievance at the initial stage.
- Complaint Box— A Complaint Box has been placed at outside principal chamber for students to access it conveniently and drop the duly filled-in Grievance Form.
- Open Door Policy —All students are free to personally contact the Principal, or the convener of committee, during the college working-hours

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Web Links of UGC Guidelines on :-

1). Grievance Redressal

https://www.ugc.gov.in/pdfnews/1406982_Public-Notice-on-Grievance-redressal.pdf

2). Anti Ragging

<https://www.ugc.gov.in/oldpdf/ragging/minuterag230>

<https://www.ugc.gov.in/page/Ragging-409.pdf>

<https://www.ugc.gov.in/page/Ragging-Related-Circulars.aspx>

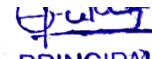
3). Sexual Harassment

https://www.ugc.gov.in/pdfnews/7203627_UGC_regulations-harassment.pdf



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Student Grievance-Redressal Procedure, at a Glance:-OFFLINE MODE

Students can access the Suggestion/ Complaint-box, placed outside the Principal office, to reach out to the authorities for grievance-redressal.



While the Box is accessed weekly, the website is looked up on a daily basis. Upon receiving the complaints, the Committee fixes a date for a meeting to take up as items on its agenda.



The members discuss the grievances among themselves and arrive at the best solutions to be proposed as necessary action.



The Committee then forwards the grievances alongwith the proposed solutions to the respective principal/ the convenor/the members, and follows up the matter so as to ensure redressal within the stipulated time-period.



Upon completion of the proceedings, the Committee communicates the final decision on the Notice Board put up near the Suggestion/ Complaint Box for the information of all the students, especially the complainants.



The complaints is/ are, thereafter, considered as disposed off

Principal

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COMPLAINT BOX



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- Anti-Ragging Cell
- Grievance Redressal Committee For Students
- Internal Complaint Committee
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NOTICE BOARD



Teeraj

IQAC HEAD
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DURANA, JHUNJHUNU (Raj.)



Shikha

PRINCIPAL
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5.1.4

Proof for implementation of guidelines of statutory/regulatory bodies

GUIDELINES FOR ANTI- RAGGING COMMITTEE

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Guideline

What constitutes Ragging?

Ragging constitutes one or more of any of the following acts:

- Any conduct by any student or students 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 or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of fear, shame, torment or embarrassment, so as to adversely affect the physique or psyche of such fresher or any other student.
- Act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other students or a fresher.
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students involved in ragging.
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.

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- Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student or students over any fresher or any other student.

1. Provision of Punishment at the Institution as recommended by the committee:-

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging at the Institution level shall be any one or in any combination of the following.

- i. Cancellation of admission
- ii. Suspension from attending classes
- iii. Debarring from appearing in any test/examination or other evaluation process
- iv. Withholding results
- v. Rustication from the institution for a period ranging from 10 days to complete year.
- vi. Expulsion from the institution and consequent debarring from admission to any other institution.
- vii. Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggars.

2. Declaration of intent in the University prospectus and application form for admission

The college shall prescribe a form to be filled up and signed by the candidate to the effect that he/ she is aware of the law regarding prohibition of ragging as well as the punishments. While the students registering for their admission are informed that ragging is totally prohibited in the college, and for abetting ragging, is liable to be punished in accordance with the laid regulations as well as under the provisions of any penal Law for the time being in force.

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3. Meetings by Chairperson with various Anti-Ragging Committee members:-

For curbing the menace of ragging, the convener of the Anti- Ragging Committee, shall be conducting meetings, in addition to the regular meetings of the committee, with various members of the committee, , representatives of students, parents/ guardians, faculty members, non-academic staff, in the beginning of every session to discuss the measures to be taken to prevent ragging in the College and steps to be taken to identify those indulging or abetting ragging and punish them suitably.

4. Database for anti-ragging web-portal

The college shall upload all the information related to Anti-Ragging Committee, Anti Ragging Squad and any such information regarding ragging, on the College website.

5. Display of names and contact numbers of members of Anti Ragging Squad:- The names and contact numbers of Members of the Anti-Ragging Squad shall be uploaded on the College website and displayed at various visible points, also at the entry passage which is conspicuous to all students. The members of anti-ragging squad shall be deployed at all vulnerable areas to monitor any activity which calls on for ragging.

6. Anti-Ragging Sensitization Programmes-

Guest Lecture on 'Anti Ragging Measures':- One or more Guest Lectures shall be organized to sensitize the students against the Ragging, motivating them to refrain from such activities and inform about members of Anti-Ragging Committee and Anti-Ragging Squad.

Following are the additional activities to be taken up by the college to curb the menace of ragging-

Guest Lecture on Eve-Teasing':-

Guest Lecture on Eve-Teasing shall be organized to avoid such incidences from the campus and provide good atmosphere on the College campus.

Posters and Warning Signs-

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Big posters on anti-ragging shall be placed at all prominent places and Notice Boards.

Orientation session- The College shall organize orientation session for the new comers to apprise them that ragging in all its forms is totally banned in the entire campus or outside and in all means of transportation of students, whether public or private.

Regular Psychological Counseling for students — The College has a counseling cell for the students and will arrange the sessions for fresher's as well as jointly with seniors, which shall be regularly done initially for three months from the start of the new academic session, to orient young minds with positive energy and refrain from the act of ragging.

Organizing activities-

Apart from placing posters of anti-ragging at various places, workshops, picture and poster making activities will also be arranged to disseminate the message of anti-ragging.

Complaint Box- For registering complaints against ragging or other grievances, a Complaint Box shall be placed at prominent areas of the College where any student can write and drop his/her complaint or can give any suggestion regarding ragging, if any.

The Complaint Boxes shall be locked and can be accessed by the Nodal Officer of the Anti- Ragging Squad, once in a week. In case the Nodal Officer is not present on the campus, then a person nominated by the nodal officer shall be permitted to open the complaint box, the report of which shall be submitted by him/her to the Anti-Ragging Committee.

Upon getting any grievance related to ragging, the nodal officer shall be empowered to investigate the case and report the same to the Anti-Ragging Committee, which shall be further dealt strictly, as per the PDUSU Regulations.

CCTV — The College shall take steps to install CCTV cameras at all identified vital and vulnerable points to track and avoid incidents of ragging. To support further, in case of any complaint, the recording shall be kept safe for every session and can only be accessed by the nodal officer or anybody appointed by the Committee, for that purpose.

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Policy on Internal Complaint Committee (ICC)

Introduction:

CAREER MAHAVIDYALAYA is committed to provide a safe and respectful learning and working environment for all its members. The Internal Complaint Committee (ICC) is established to address complaints related to various forms of misconduct, including sexual harassment, discrimination, bullying, and other behavior that violates the dignity of individuals.

Composition of the Internal Complaint Committee:

The ICC shall consist of the following members:

- a. Convener: Appointed by the College Administration.
- b. Faculty Representatives: faculty members nominated by the Faculty Council.
- c. Non-Teaching Staff Representatives: non-teaching staff members nominated by the Staff Council.
- e. External Member: One expert or representative from an external organization dealing with gender or social issues, appointed by the College Administration.

Roles and Responsibilities of the Internal Complaint Committee:

The Internal Complaint Committee (ICC) is a body mandated under the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013, in India. The ICC is responsible for addressing and resolving complaints of sexual harassment at the workplace. Here are the key roles and responsibilities of the ICC:

Roles and Responsibilities

1. Receiving Complaints:

- Accept written complaints of sexual harassment from aggrieved women within three months of the incident.
- Provide assistance to the complainant in filing the complaint if needed.

2. Confidentiality:

- Maintain confidentiality of the identity of the complainant, respondent, and witnesses.
- Ensure that any information relating to the case is not disclosed to the public or media.

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3. Preliminary Inquiry:

- Conduct a preliminary inquiry to ascertain whether the complaint falls within the scope of sexual harassment.
- If necessary, refer the matter to the police if it involves a criminal offense.

4. Mediation:

- Offer the option of conciliation to the complainant before initiating an inquiry.
- Ensure that no monetary settlement is made as a basis for conciliation.

5. Formal Inquiry:

- Form an inquiry committee consisting of at least four members, with a majority being women.
- Conduct a fair and unbiased inquiry by following the principles of natural justice.

6. Interim Relief:

- Recommend interim relief for the complainant during the pendency of the inquiry, such as transfer, leave, or change of reporting structure.

7. Report and Recommendations:

- Recommend action to be taken against the respondent if found guilty, which could include termination, suspension, or other disciplinary actions.
- Suggest measures to prevent recurrence of such incidents, including training and awareness programs.

8. Implementation of Recommendations:

- Ensure that the recommendations made by the ICC are implemented by the employer within 60 days.

9. Follow-Up:

- Conduct follow-up sessions to ensure that the measures taken are effective and the workplace environment remains free from harassment.

10. Annual Report:

- Prepare an annual report summarizing the complaints received, resolved, and pending, along with actions taken.

11. Training and Awareness:



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- Organize workshops and awareness programs to sensitize employees about sexual harassment and the ICC.
- Train committee members regularly to keep them updated on legal and procedural aspects of handling complaints.

Additional Responsibilities

* Documentation:

- Keep detailed records of all proceedings, minutes of meetings, and communications related to the complaints.

* Support Services:

- Provide emotional and psychological support to the complainant through counseling services or referrals to appropriate agencies.

* Policy Review:

- Periodically review the workplace policies on sexual harassment and suggest improvements.

Legal Compliance

- Ensure compliance with all legal requirements under the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013.
- Stay updated with amendments in the law and incorporate necessary changes in the internal policies and procedures.

By fulfilling these roles and responsibilities, the ICC plays a crucial role in creating a safe and respectful workplace environment.

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https://www.ugc.gov.in/pdfnews/1406982_Public-Notice-on-Grievance-redressal.pdf

2). Anti Ragging

<https://www.ugc.gov.in/oldpdf/ragging/minuterag230409.p>

[dfhttps://www.ugc.gov.in/page/Ragging-Related-](https://www.ugc.gov.in/page/Ragging-Related-)

[Circulars.aspx](#)

3). Sexual Harassment

https://www.ugc.gov.in/pdfnews/7203627_UGC_regulations-harassment.pdf

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5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

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5.1.4 CONSTITUTION

Date: 20-07-2022

Grievance Redressal Cell was established under the Act. No 20 of 1990 of Govt. of India. The institution has established Grievance Redressal Cell to ensure safety and security of the female students, staff and faculty members in the campus. The cell seeks to inform the campus community of their right to respectful work and learning environment. The following members will look into the issues, gather the evidence, and take the necessary action against the guilty. Effective with immediate effect.

S.No.	Name	Designation In Cell	Contact Number
1	Dr. Shikha Sahay	Chairperson	7230011656
2	Mr. Ram pratap Singh	Secretary	9166938974
3	Dr. Arun Kumar Singh	Member	8947078829
4	Mr. Mahesh Kumar	Member	9782458143
5	Ms. Naveen Sarwa	Member	9602658454

Principal

CC to:

- Coordinator (Grievance Redressal)
- Vice Principal/Deans/HODs
- IQAC Head
- Members of Grievance Cell

IQAC HEAD
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CONSTITUTION

Date 06-09-2021

Grievance Redressal Cell was established under the Act. No 20 of 1990 of Govt. of India. The institution has established Grievance Redressal Cell to ensure safety and security of the female students, staff and faculty members in the campus. The cell seeks to inform the campus community of their right to respectful work and learning environment. The following members will look into the issues, gather the evidence, and take the necessary action against the guilty. Effective with immediate effect.

S.No.	Name	Designation In Cell	Contact Number
1	Dr. Shikha Sahay	(Chairperson)	7230011656
2	Dr. Reena Kumari	Coordinator	9529297976
3	Mrs. Archana Sharma	Member	7665571553
4	Mr. Mahesh Kumar	Member	9782458143
5	Mrs. Naveen Sarwa	Member	9602658454

Principal

CC to:

- Coordinator (Grievance Redressal)
- Vice Principal/Deans/HODs
- IQAC Head
- Members of Grievance Cell

IQAC HEAD
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CONSTITUTION

Date : 25-07-2019

Grievance Redressal Cell was established under the Act. No 20 of 1990 of Govt. of India. The institution has established Grievance Redressal Cell to ensure safety and security of the female students, staff and faculty members in the campus. The cell seeks to inform the campus community of their right to respectful work and learning environment. The following members will look into the issues, gather the evidence, and take the necessary action against the guilty. Effective with immediate effect.

S.No.	Name	Designation In Cell	Contact Number
1	Dr. Sandeep Mitharwal	Chairperson	9413138338
2	Mr. Naveen Sarwa	Coordinator	9602658454
3	Mr. Mahesh Kumar	Member	9782458143
4	Mrs. Rohini	Member	9772262451

Principal

CC to:

- Coordinator (Grievance Redressal)
- Vice Principal/Deans/HODs
- IQAC Head

IQAC HEAD
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CONSTITUTION

Date:-10-07-2018

Grievance Redressal Cell was established under the Act. No 20 of 1990 of Govt. of India. The institution has established Grievance Redressal Cell to ensure safety and security of the female students, staff and faculty members in the campus. The cell seeks to inform the campus community of their right to respectful work and learning environment. The following members will look into the issues, gather the evidence, and take the necessary action against the guilty. Effective with immediate effect

	Name	Designation In Cell	Contact Number
1	Dr. Sandeep Mitharwal	Chairperson	9413138338
2	Mrs. Rohini	Coordinator	9772262451
3	Mrs. Naveen Sarwa	Member	9602658454
4	Mrs. Neelam Kumari	Member	8284931925

CC to:

- Coordinator (Grievance Redressal)
- Vice Principal/Deans/HODs
- IQAC Head
- Members of Grievance Cell

Principal

IQAC HEAD
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ANTI SEXUAL HARASSMENT CELL/ WOMEN CELL/ICC

CONSITUTION

Date: 15-07-2022

The college has established an anti-sexual harassment cell/ women cell/ICC to prevent the harassment on gender basis and to ensure the safety and security of girl students and lady faculty members. The cell is functioning as per the guidelines issued by the honorable Supreme Court and government of India.

The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect.

S.N	Name	Designation In Cell
1.	Dr. Shikha Shaya	Convener
2.	Mrs. Archana Sharma	Member
3.	Dr. Reena Kumari	Member
4.	Dr. Praveen Kumar	Member
5.	Mr. Arvind	Member

Dr. Shikha Sahaya Convener of the Committee extended ICC by suggest some name of respected members and official Staff.

1.	Mr. Vijendra Singh	Member
2.	Mr. Ram Pratap Singh	Nodel Officer
3.	Mr. ADITYA	Current Student
4.	Mr. BHAVESH	Current Student
5.	Mr. Mahesh Kumar	Office Staff
6.	Dr. Arun Kumar Singh	Office Staff
7.	Dr. Sanjeev Kumar Trivedi	Member

Principal

CC to:

- Convenor (Anti Sexual Harassment)
- Vice Principal/Deans/HODs
- IQAC Head
- Members of Committee

IQAC HEAD
CAREER MAHAVIDYALAYA
DURANA, JHUNJHUNU (Raj.)



PRINCIPAL
DR. SHIKHA SAHAY
CAREER MAHAVIDYALAYA
DURANA, JHUNJHUNU (Raj.)





CONSITUTION

Date: 08-09-2021

The college has established an anti-sexual harassment cell/ women cell/ICC to prevent the harassment on gender basis and to ensure the safety and security of girl students and lady faculty members. The cell is functioning as per the guidelines issued by the honorable Supreme Court and government of India.

The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect.

S.N	Name	Designation In Cell
1.	Dr. Shikha Sahay	Convener
2.	Mrs. Archana Sharma	Member
3.	Mrs. Shivani Rajpurohit	Member secretary
4.	Mr. Arvind	Member
5.	Mr. Mahesh Kumar	Member

Dr. Shikha Sahay Convener of the Committee extended ICC by suggest some name of respected members and official Staff.

1.	Mr. Mahesh Kumar	Member
2.	Dr. Reena Kumari	Nodel Officer
3.	Mrs. Naveen Sarwa	Office Staff
4.	Mr. Ram Pratap Singh	Office Staff
5.	Mr. Mahesh Kumar	Member

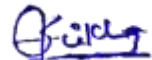
CC to:

Principal

- Convener (Anti Sexual Harassment)
- Vice Principal/Deans/HODs
- IQAC Head
- Members of Committee


IQAC HEAD
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CONSTITUTION

DATE- 27-07-2019

The college has established an anti-sexual harassment cell/ women cell/ICC to prevent the harassment on gender basis and to ensure the safety and security of girl students and lady faculty members. The cell is functioning as per the guidelines issued by the honorable Supreme Court and government of India. The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect.

S.N	Name	Designation In Cell
1.	Dr. Sandeep Mitharwal	Convener
2.	Mr. Nilesh Singh	Member
3.	Mrs. Neelam Kumari	Member Secretary
4.	Mrs. Rohini	Member
5.	Mr. Arvind	Member

CC to:

Principal

- Convenor (Anti Sexual Harassment)
- Vice Principal/Deans/HODs
- IQAC Head
- Members of Committee

IQAC HEAD
CAREER MAHAVIDYALAYA
DURANA, JHUNJHUNU (Raj.)



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CONSTITUTION

DATE- 16-07-2018

The college has established an anti-sexual harassment cell/ women cell/ICC to prevent the harassment on gender basis and to ensure the safety and security of girl students and lady faculty members. The cell is functioning as per the guidelines issued by the honourable Supreme Court and government of India. The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect.

S.N	Name	Designation In Cell
1.	Dr. Sandeep Mitharwal	Convener
2.	Mr. Arvind Kumar	Member
3.	Mr. Hemant Kumawat	Member Secretary
4.	Mrs. Naveen Sarwa	Member
5.	Mr. Nilesh Singh	Member

CC to:

- Convenor (Anti Sexual Harassment)
 - Vice Principal/Deans/HODs
 - IQAC Head
- Members of Commitee

Principal

IQAC HEAD
CAREER MAHAVIDYALAYA
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ANTI RAGGING COMMITTEE CONSTITUTION

Date: 18-07-2022

The institution has established an Anti-Ragging Committee as per the directives of Honourable Supreme Court. The college is protective against any kind of teasing, harassment or ragging of students. The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect.

The members of: Anti Ragging Committee:-

S.No.	Name	Designation in Cell	Contact Number
1	Dr. Shikha Sahay	Convener	7230011656
2	Dr. Reena Kumari	Member	9529297976
3	Dr. Praveen Kumar	Member	9928800018
4	Ms. Payal	Student	8440831062
5	Ms. Nikita	Student	9413567594

Principal

CC to:

- Convener (Anti Ragging Committee)
- Vice Principal/Deans/HODs
- IQAC Head
- Member of committee

IQAC HEAD
CAREER MAHAVIDYALAYA
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CONSTITUTION

DATE- 10-09-2021

The institution has established an Anti-Ragging Committee as per the directives of Honourable Supreme Court. The college is protective against any kind of teasing, harassment or ragging of students. The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect.

The members of Anti Ragging Committee:-

S.No.	Name	Designation in Cell	Contact Number
1.	Dr. Shikha Sahay	Convener	7230011656
2.	Dr. Reena Kumari	Member	9529297976
3.	Mrs. Shivani Rajpurohit	Member	9694970217
4.	Ms. Preeti	Student	8239042851
5.	Ms. Priyanka Kumari	Student	9649565571

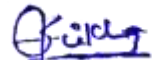
CC to:

- Convener (Anti Ragging Committee)
- Vice Principal/Deans/HODs
- IQAC Head
- Member of the committee

Principal


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CONSTITUTION

Date – 29-07-2019

The institution has established an Anti-Ragging Committee as per the directives of Honourable Supreme Court. The college is protective against any kind of teasing, harassment or ragging of students. The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect

The members of: Anti Ragging Committee:-

S.No.	Name	Designation in Cell	Contact Number
1.	Dr. Sandeep Mitharwal	Convener	9413138338
2.	Mr. Mahesh Kumar	Member	9782438143
3.	Mrs. Neelam Kumari	Member	8284931925
5.	Ms. Monika	Student	9680678971
6.	Ms. Divya	Student	8769134761

CC to:

Principal

- Convener (Anti Ragging Committee)
- Vice Principal/Deans/HODs
- IQAC Head
- Members of Committee

IQAC HEAD
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DURANA, JHUNJHUNU (Raj.)



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CONSTITUTION

Date : 09-07-2018

The institution has established an Anti-Ragging Committee as per the directives of Honorable Supreme Court. The college is protective against any kind of teasing, harassment or ragging of students. The following members of the committee are chosen from different faculties as well as from final year students effective with immediate effect

The members of: Anti Ragging Committee:-

S.No.	Name	Designation in Cell	Contact Number
1.	Dr. Sandeep Mitharwal	Convener	9413138338
2.	Mr. Arvind	Member	9460063680
3.	Mrs. Rohini	Member	9772262451
4.	Mr. Mohit	Student	9024924417
5.	Ms. Shivani Sharma	Student	8003524070


Principal

CC to:

- Convener (Anti Ragging Committee)
- Vice Principal/Deans/HODs
- IQAC Head


IQAC HEAD
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Anti-Ragging Committee:

The Anti-Ragging Committee remained vigilant in preventing and addressing incidents of ragging. We organized awareness campaigns, orientation sessions, and workshops for both new and existing students. No reported incidents of ragging were recorded during the year, indicating a positive and safe campus atmosphere.

Grievance Committee:

The Grievance Committee actively addressed concerns raised by students, faculty, and staff members. The grievances received, covering various issues such as academics, facilities, and interpersonal matters. These grievances were resolved within the stipulated timeframe, ensuring a timely resolution and fostering a culture of open communication.

Internal Complaint Committee:

The Internal Complaint Committee continued its efforts to ensure a harassment-free campus. It conducted sensitization sessions and training programs on gender equality and prevention of harassment. These were resolved effectively, maintaining the dignity and safety of all the students and members of the college community.

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5.1.4

Annual report of the committee monitoring the activities and number of grievance and redressed to proof timely redressal of the grievances:-

This annual report outlines the activities and accomplishments of the Anti-Ragging Committee, Grievance Committee, and Internal Complaint Committee at St. Wilfred's PG college. These committees play a crucial role in maintaining a safe, respectful, and inclusive environment within the college premises.

Anti-Ragging Committee:

The Anti-Ragging Committee remained vigilant in preventing and addressing incidents of ragging. We organized awareness campaigns, orientation sessions, and workshops for both new and existing students. No reported incidents of ragging were recorded during the year, indicating a positive and safe campus atmosphere.

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ACTIVITY REPORT OF ICC AND ANTI RAGGING

ACTIVITY REPORT	
Name Of Activity	Awareness campaign on Women And Their Legal Rights
Session	2022- 23
Organized By	Women Cell \ICC
Faculty Coordinator	Dr. Shikha Sahay and Mrs. Shivani Rajpurohit
Student Participation	53
Event Summary	The Women cell /ICC organized an awareness campaign on women and their legal rights so as to aware the women about their rights, and how to empowered them.
	

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ACTIVITY REPORT

Name Of Activity	Women And Safety Skills Programme
Session	2022- 23
Organized By	Women Cell \ICC
Faculty Coordinator	Dr. Shikha Sahay and Mrs. Rohini
Student Participation	40
Event Summary	The Women Cell /ICC Organized An Awareness Campaign On Women And Their Legal Rights So As To Aware The Women About Their Rights And How To Empower Them.



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Shikha

PRINCIPAL
DR. SHIKHA SAHAY
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ACTIVITY REPORT

Name Of Activity	Guest lecture
Session	2021-22
Organized By	Women Cell /Icc
Faculty Coordinator	Dr. Shikha Sahay and Mrs. Archana Sharma
Student Participation	41
Event Summary	The Women Cell /ICC Organized A Guest Lecture On Women And Their Legal Rights So As To Aware The Women About Their Rights.



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Shikha


PRINCIPAL
DR. SHIKHA SAHAY
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DURANA, JHUNJHUNU (Raj.)





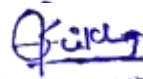
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ACTIVITY REPORT	
Name Of Activity	Guest lecture on Gender equality
Session	2021-22
Organized By	Women Cell /Icc
Faculty Coordinator	Dr. Shikha Sahay and Mrs. Rohini
Student Participation	36
Event Summary	The Women Cell /ICC Organized A Guest Lecture On Gender equality So that students can understand
	


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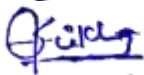
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ACTIVITY REPORT	
Name Of Activity	Guest lecture on Gender Based-Discrimination
Session	2019-20
Organized By	Women Cell /Icc
Faculty Coordinator	Mr. Sandeep Mitharwal and Mrs. Rohini
Student Participation	53
Event Summary	The Women Cell /ICC Organized A Guest Lecture On Gender Based-Discrimination So As To Aware The Women About Their Rights.
	


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ACTIVITY REPORT

Name Of Activity	Poster Making Competition On Stop Violence
Session	2019-20
Organized By	Women Cell /ICC
Faculty Coordinator	Mr. Sandeep Mitharwal and Mrs. Naveen Sarwa
Student Participation	56
Event Summary	The Women Cell /ICC Organized A Poster Making Competition On Stop Violence, So As To Create Awareness In Campus.



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ACTIVITY REPORT

Name Of Activity	Debate competition
Session	2018-19
Organized By	Women Cell /ICC
Faculty Coordinator	Mr. Sandeep Mitharwal and Mrs. Rohini
Student Participation	62
Event Summary	The Women Cell /ICC Organized a Debate Competition On The Effectiveness Of Peer-Led Education Programs In Preventing Sexual Harassment And Promoting Respectful Behavior Among Students, So That Views Of Students Can Be Taken.



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ACTIVITY REPORT

Name Of Activity	Guest lecture on prevention of sexual harassment
Session	2018-19
Organized By	Women Cell /Icc
Faculty Coordinator	Mr. Sandeep Mitharwal and Mrs. Neelam
Student Participation	61
Event Summary	The Women Cell /ICC Organized a Guest lecture on prevention of sexual harassment for awareness amongst the students.



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ACTIVITY REPORT	
Event	Guest Lecture For The First Year Students
Organized By	Anti-Ragging Committee
Activity	Stop Ragging
Coordinator	Ms. Naveen Sarwa
Report	Lecture on "Stop Ragging" was given by an Advocate Amit Sharma to aware the First year student regarding Anti-Ragging, and how to curb ragging in campus. Inwhich convener was



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Shikha

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ACTIVITY REPORT	
Event	Open Discussion on Ragging for first year and second year students
Organised By	Anti-Ragging Committee
Activity	Ragging Is A Crime
Coordinator	Dr. Shikha Sahay and Mrs. Naveen Sarwa
Report	Open Discussion was organized by committee ,Where a spokesperson was invited to discuss with the students of first year and second year, on the topic of “Ragging Is A Crime”, where opinion of students were taken regarding ragging in campus, and also suggestions were considered to stop the ragging .



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ACTIVITY REPORT	
Event	Workshop On Stress Management for newcomers
Organised By	Anti-Ragging Committee
Activity	Workshop
Coordinator	Dr. Shikha Sahay and Dr. Praveen Kumar
Report	A Stress Management workshop organized by Anti-Ragging Committee for the newcomers So that the students can deal with the problems of ragging and live stress free.



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ACTIVITY REPORT	
Event	“Ragging And Its Impact On Students” for second year students
Organised By	Anti-Ragging Committee
Activity	Debate Competition
Coordinator	Dr. Reena Kumari and Mrs. Shivani Rajpurohit
Report	Debate competition on ragging and its impact on students were organized in a campus by the anti-ragging committee for second year students so as to know about the opinions of students. it was coordinated by Dr. Reena Kumari



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	ACTIVITY REPORT
Event	Open Discussion for the first year students
Organised By	Anti-ragging committee
Activity	Psychological Counseling for students
Coordinator	Dr. Sandeep Mitharwal and Mr. Nilesh Singh
Report	Psychological counseling for the first year students organized in a college campus by anti- ragging committee, where student's issues were discussed by the faculty, to give them mental support and stress free environment.
Photo	

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	ACTIVITY REPORT
Event	Guest Lecture for all streams of first year students
Organised By	Anti-Ragging Committee
Activity	Guest Lecture On Eve-Teasing'
Coordinator	Mr. Mahesh Kumar, and Mrs. Rohini
Report	Guest Lecture on Eve-Teasing' was organized by Anti-ragging committee for all streams of first year students and they got aware about how to deal with Eve-teasing ,and also students opinion were taken through Ques -Ans session.
Photo	

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ACTIVITY REPORT	
Event	Orientation programme for new comers
Organised By	Anti-Ragging Committee
Activity	Pledge by students
Coordinator	Dr. Shikha Sahay and Dr. Reena Kumari
Report	During orientation programme, students unite to affirm commitment to eradicate ragging and create a safe, nurturing, and inclusive environment for all. Students pledge to stand together, be vigilant, and actively work towards building a campus that thrives on respect, understanding, and personal growth.
Photo	

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ACTIVITY REPORT	
Event	Guest Lecture
Organized by	Anti-Ragging Committee
Activity	Lecture on Anti-Ragging
Coordinator	Dr. Sandeep Mitharwal and Mrs. Naveen Sarwa
Report	Lecture on Anti-Ragging was organized to aware the students about the consequences of ragging in campus, so that they could understand the legal action that can be taken against Ragging.



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Shikha

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ACTIVITY REPORT	
Event	Workshop on Anti-Ragging for all college students
Organised by	Anti-Ragging Committee
Activity	Creating a Ragging-Free Campus:
Coordinator	Ms. Naveen Sarwa
Report	Workshop on Anti-ragging was organized in campus to aware all students and to solve their issues regarding ragging.
	

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ACTIVITY REPORT	
Event	Counseling session for the first year students
Organised by	Anti-Ragging Committee
Activity	One to one counseling for students
Coordinator	Ms. Naveen Sarwa
Report	One to one counseling session was organised to solve the issues of the first year students, so that they can get a mental support and remain stress free.
Photo	

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LIST OF GRIEVANCES RECEIVED (2022-2023)

S.No.	Name of Students	Date/Year	Type of grievance	Action taken by Committee
1	ADITYA	2022-23	Regarding Fee Installment	Accepted
2	AJAY	2022-23	For Sports Equipmen t	Matter seen
3	AJAY KUMAR	2022-23	Regarding late fees	Allowed
4	AKASH POONIA	2022-23	Regarding Nuisance in Class Room	Matter seen
5	AKSHAT MOGA	2022-23	Regarding Fee Installment	Allowed
6	RUDRANSH CHOUDHARY	2022-23	Regarding Nuisance in College Bus	Matter seen
7	SACHIN	2022-23	Regarding late fees	allowed
8	ADITI BARALA	2022-23	Projector classroom	Action taken
9	ANKIT KUMAR	2022-23	Regarding Industrial visit	Action taken
10	ANKITA KUMARI	2022-23	For Drinking Water	Waved off
11	ANURAG AMERIA	2022-23	Application For late fees	Application accepted
12	KHUSHI	2022-23	For late fees	accepted
13	LAVISH JANGIR	2022-23	For fee concession	Waved off
14	PAWAN KUMAR SAINI	2022-23	For scholarship cheque	approved
15	PAYAL	2022-23	Application for extra classes	Date extended

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16	VARSHA	2022-23	For late fees	Date extended
17	VIJAY KUMAR BERWAL	2022-23	For nuisance in Play Ground	Matter discussed
18	AMIT, ANMOL, ESHMIT, PREM PRAKASH, NIKHIL, LAKSHAY	2022-23	For Clean Washroom	Action Taken
19.	AAKASH	2022-23	For nuisance in College Bus	Matter discussed
20.	MANEESH KUMAR	2022-23	For nuisance in Campus	Warning given
21.	PRINCE KULHARI	2022-23	For late fee	Waived off
22	POOJA	2022-23	For late fee	Waived off
23	ANKIT, RINKU, GAURAV, TWINKLE	2022-23	For Daily Msc Math Classes	Action Taken
24	DUSHYANT SINGH	2022-23	FOR NEW BOOKS IN COLLEGE LIBRARY	Action Taken

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LIST OF GRIEVANCES RECEIVED (2021-2022)

S.NO	Name of Students	Date/Year	Type of grievance	Action taken by Committee
1	ABHISHEK SHARMA	2021-2022	Related to Attendance	Resolved
2	ADITI BARALA	2021-2022	Competition Class	Written application taken
3	HEMANT KUMAR SAINI	2021-2022	Related to Attendance	Leave Approved
4	HIMANSHU	2021-2022	Leave for Jee Mains exam	Approved
5	LOKENDRA SINGH	2021-2022	Application related to change in class time	Extra class will be given
6	LOKESH	2021-2022	For late fee	Exempted
7	AAKASH	2021-2022	Application related to enrollment form	accepted
8	ABHIJEET MEENA	2021-2022	Regarding College Uniform	Time Given
9	RAHUL BACHHER	2021-2022	Application related to late fee	Waived off
10	RAHUL SINGH	2021-2022	Application for extention of Time limit for fee payment	Time given
11	WILLSON SARWA	2021-2022	Regarding Fee Installment	Alloted



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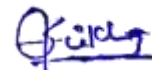
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12	YUVRAJ VERMA	2021-2022	Application related to late fee	Waived off
13	ABHAY SINGH	2021-2022	Late Submission For exam Form	Date Given
14	ADITYA	2021-2022	Related to nuisance in campus	Warning given
15	LALIT RAMESH JANGIR	2021-2022	Related to nuisance in campus	Warning given
16	LOKESH	2021-2022	For Infrastructure	Resolved
17	NAVEEN KUMAR	2021-2022	For leave	Approved
18	NAVEEN JHAJHARIA	2021-2022	Regarding fee submission	Allowed
19	POONAM KUMARI SERIA	2021-2022	Application Regarding language used in exam	Resolved
20	PRATIK BALARA	2021-2022	Related to Late Fee	Time given
21	SATYAPRAKASH	2021-2022	Related to Nuisance in Classroom	Problem resolved
22	SUDHIR KUMAR	2021-2022	Application for change in Medium	Approved
23	TAUSIN ALI	2021-2022	For leave	Admission Given
24	VIKASH	2021-2022	Application regarding fee concession	Allowed
25	YASH KUMAR SONI	2021-2022	Regarding Fee Installment	Allowed



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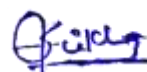
LIST OF GRIEVANCES RECEIVED (2019-2020)

S.NO	Name of Students	Date/Year	Type of grievance	Action taken by Committee
1	ABHAY SINGH	2019-2020	Regarding Fee	Time given
2	ABHISHEK SAHARAN	2019-2020	For Infrastructure	Conveyed to the management
3	AMISHA	2019-2020	For computer Lab	Action taken Regarding Lab Classes
4	ANAND KUMAR	2019-2020	For Lab Facility	Problem resolved
6	CHETAN SINGH	2019-2020	For Computer Lab	Problem resolved
7	DEEPAK KUMAR	2019-2020	For late fee	Waived off
8	ADITYA RAJ KATEWA	2019-2020	For infrastructure	Informed to Management and action had been taken.
9	AFREEN	2019-2020	Regarding subject change	Approved
10	DIMPAL SAINI	2019-2020	For College facilities	Action taken
11	DIVYA KUMARI	2019-2020	For computer Lab	Problem solved
12	MANISHA KUMARI	2019-2020	For College Facility	Informed to Management and action had been taken



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13	AARTI BHOOKAL	2019-2020	For College Facility	Informed to Management and action had been taken
14	ABDUL AZEEZ	2019-2020	For Ducting Facility	Problem Solved
15	BHAVESH	2019-2020	Application for Maintenance of Computers	Software updated
16	BHURA RAM	2019-2020	Application for Water Cooler	Action taken
17	NARESH KUMAR	2019-2020	Regarding Computer Lab	Resolved
18	NEHA	2019-2020	Regarding Maths Faculty	Faculty Changed
19	RAHUL KUMAR	2019-2020	Regarding division of Class	Section Alloted
20	VIKAS GULERIA	2019-2020	Regarding Math's faculty	Faculty Changed
21	UMESH KUMAR	2019-2020	Regarding Math's faculty	Faculty Changed

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LIST OF GRIEVANCES RECEIVED (2018-2019)

S.NO	Name of Students	Dated/Year	Type of grievance	Action taken by Committee
1	ANITA MEENA	2018-19	Application for New Books in Library	Books Provided
2	ANKIT JOSHI	2018-19	Regarding Computer Lab	Facility Improved
3	CHITRA TINWAL	2018-19	Regarding infrastructure	Issues solved
4	DIMPAL SAINI	2018-19	Application for New Books in Library	Books Provided
5	MOHIT	2018-19	Application for Computer Functioning	Conveyed to Department
6	NAVEEN BARALA	2018-19	Regarding Reference Book in Library	Books Provided in Library
7	ABDUL AZEEZ	2018-19	Regarding Infrastructure	Conveyed to Management and action taken
8	ABDUL MUTLIB	2018-19	Application for New Books in Library	Books Provided
9	BHURA RAM	2018-19	For extra class	Approved
10	DEEPAK KUMAR	2018-19	Regarding Basic Infrastructure	Issues discussed and Condition Improved



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11	AKASH	2018-19	Regarding Clean water tank.	R.O provided
12	AMAN KUMAR	2018-19	For Library Facility	Informed to Management and action had been taken
13	SANJU KUMARI	2018-19	For College Facility	Informed to Management and action had been taken
14	SHASHI KANT	2018-19	Application for New Books in Library	Books Provided
15	SOURABH KUMAR	2018-19	Application for Water Cooler	Action taken
16	SUNIL KUMAR	2018-19	For late fee	Date extended

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CAREER MAHAVIDYALAYA

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To
The Principal
Career Science College
Durana (Jhunjhunu)
(Raj)

Sub:- Requesting to provide sports equipments
Respected mam:-

With due to respect, my name is
Ajay I representing as the monitor of class Bsc
I year. I would like to bring in your notice the
lack of sports equipment in our college.
I would like to bring to your notice strings of
badminton bats are broken. Chess, Carom board
pieces are missing. The nets table tennis are
broken.

I humbly request you look into the issue
and arrange to add new sports equipment
at earliest.

Yours faithfully

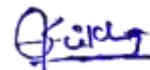
Ajay
Bsc I year

Date
11/8/22



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To

The Principal,
Career Science College
Durana (Jhunjhunu)

Sub:- Application for arrange drinking water

Respected Madam,

I want to bring to your kind notice that drinking water is not available in our college, whatever water is stored in the little tank, is finished by the recess. A large number of students remain thirsty.

Therefore I request you kindly grant my application and arrange sufficient drinking water for us.

Date:- 7 August 2022

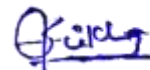
Yours obediently

Name:- Ankita Kumari Doshi
Class - Bsc II year Amit Kumar
Roll No - 4



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सेवा में,

श्रीमती प्राचार्या मधोदया
करिअर महाविद्यालय
दुराना (जुजुनु) राज

विषय:- महाविद्यालय में शौचालय की नियमित सफाई हेतु

मधोदया,

सविनय नम्र निवेदन है कि हम BSc III year के छात्र हैं महाविद्यालय में छात्र शौचालयों की सफाई नियमित नहीं होती है। अतः नियमित सफाई करवाने की कृपा करें।

दिनांक:- 10/10/2022

आपकी अति कृपा होगी
आपकी आज्ञाकारी शिष्या

समस्त BSc III year
छात्र

Amit

Anmol. Eshmit

उमपकाश Nikhil

लक्ष्य

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सेवा में,
श्रीमती प्राचार्या महोदया
करियर महाविद्यालय, डुराना
जुंझुनू (राज.)

विषय → M.Sc.(Prc) Math के III पेपर (Differential calc)
को प्रारम्भ करवाने हेतु।

महोदया,
सादर नम्र निवेदन है कि हम M.Sc.(Prc)
Math के विषय हैं। हमारे गठित विषय के III पेपर
की Book ^{अभी तक} नहीं करवायी गयी है अतः आपसे निवेदन
है कि हमारी गठित विषय के III पेपर की नियमित कक्षाओं की
शुरुआत करवायी जाये।

सचन्यवाद

आपकी अति कृपा होगी।

दिनांक - 20/11/2022

आपका आभारकारी शिष्य

समस्त M.Sc.(Prc) Math छात्र

Ankit

Gourav

रिंकु

Rajiv Twinkle

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To;
The Principal,
Career Mahavidyalaya, Durana
Jhunjhunu (Raj.),

Subject — Application for New Books in College
Library.

I am writing to request the addition of
the new books to the collection of our
college library.

As an concerned student, I believe that
expanding the library resources with fresh
and relevant materials would great benefit
the academic community.

Sincerely
Career Mahavidyalaya student
Dushyant Singh

Thank you

Duess

Date — 7/09/22

Jeera

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Shikha

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