

# **REDRESSAL OF STUDENT GRIEVANCES**

**(2018 - 2023)**

**1. ORGANISATION WISE AWARENESS  
AND UNDERTAKINGS ON POLICIES  
WITH ZERO TOLERANCE.**



॥ विद्या धर्मोत्तम सुखम् ॥

PRABODHAN EDUCATION SOCIETY'S

VIDYA PRABODHINI

COLLEGE OF COMMERCE, EDUCATION, COMPUTER AND MANAGEMENT

Vidyanagar, Parvari, Goa.

(Recognized by Government of Goa, Affiliated to Goa University)

APPLICATION FORM FOR ADMISSION TO FIRST YEAR B.COM UNDER CHOICE BASED CREDIT SYSTEM

Documents Attached	
T.C./Leaving Certificate	
Mark Sheet	
Other Certificates:-	
1)	<u> Aadhar Card </u>
2)	<u> L.C. </u>
3)	



FOR OFFICE USE	
Reg. No.:	<u> 701 </u>
Div.:	<u> B </u>
Roll No.:	<u> C18-201 </u>
Fee Receipt No.:	<u> 4118/118 </u>
Date:	<u> 21.05.18 </u>
Amount Paid Rs.	

Name in **BLOCK LETTERS** (surname, first name, middle name) keep space between each name (Full name should be entered as in the HSSCE marksheet)

ATTAR SAQULEN MUSTAK RAJASAB

Address for correspondence: **Local**

HNo/792/19 SANJAY NAGAR ALTO-TORDA BARDEZ GOA

Address for correspondence: **Permanent**

Aadhar Card No.:  336286760288

Tel. No.:  9823608112

E-mail ID:  attarsaqulen@gmail.com

Date of Birth according to S.S.C. or equivalent certificate  02 06 2000   
d d m m y y y y

Age:  17  yrs. Place of Birth:  KARNATAKA  State:  KARNATAKA

Country of Domicile:  INDIA  Religion:  [H]indu;  [C]hristian;  [M]uslim;  [O]thers

Gender: M/F/T  M Marital Status: Married:  Unmarried:  (Mark ✓)

Category:  G [G]eneral, S[C], S[T], [O]BC. [P]hysically Disabled [M]inority (Enclose Certificate)

Name of the Father (in Full) : Rajasab Mainoddin Attar Profession : Driver  
Name of the Mother (in Full) : Noorjahan Rajasab Attar Profession : Housewife  
Name of the Guardian (in Full): \_\_\_\_\_ Profession : \_\_\_\_\_

E-mail ID : attarajasab@gmail.com

Annual income from all sources (Father / Guardian) 1,44,000

Address (Father/Guardian) : Residential : HN<sup>o</sup>/792/19 SANTAY  
NAR ALTO - TORDA BARDEZ - GOA

Business / Professional : SELF DRIVER

Contact No. : (Res.) 8999336914 (Off.) \_\_\_\_\_

Mobile Number : 9823608112

Name of the HSS/College last attended : VIDYA PRABHODHINI HIGHER  
SECONDARY SCHOOL

Class : XI COM A Seat No. : 68370 Year : 2017-18

Subjects offered at XIIth Examination held in April / Oct. June 2018 and marks obtained.

**(GENERAL / VOCATIONAL)**

	SUBJECTS	Max. Marks	Marks Obtained
1.	English I	100	51
2.	Hindi II	100	66
3.	IT / IITES	100	75
4.	Accountancy	100	62
5.	Economics	100	61
6.	Secretarial Practise	100	53
7.			
	<b>TOTAL</b>	<b>600</b>	<b>367</b>

Centre	: <u>Poxolim</u>
Seat No.	: <u>68370</u>
Percentage	: <u>61.16</u>

**DETAILS OF PARTICIPATION IN EXTRA CURRICULAR ACTIVITIES:**

- 1) N.C.C.: \_\_\_\_\_ 2) Sports : \_\_\_\_\_
- 3) N.S.S.: \_\_\_\_\_ 4) Games : \_\_\_\_\_
- 5) Others Activities \_\_\_\_\_

Subject	Semester I	Subject	Semester II
Core Course 1	General Management	Core Course 5	Introduction to Marketing
Core Course 2	Financial Accounting	Core Course 6	Financial Statement, Analysis and Interpretation
Core Course 3	Micro Economics	Core Course 7	Managerial Economics
Core Course 4	Commercial Arithmetic 1	Core Course 8	Commercial Arithmetic 2
Ability Enhancement Compulsory Course 1	Spoken English	Ability Enhancement Compulsory Course 3	Business Communication
Ability Enhancement Compulsory Course 1	Environmental Studies 1	Ability Enhancement Compulsory Course 4	Environmental Studies

Generic Elective Course (Any One)		Tick ✓
Generic Elective 1	Generic Elective 2	
Semester I	Semester II	
Banking I	Banking II	<input type="checkbox"/>
Principles of Insurance	Principles of Insurance	<input type="checkbox"/>
Marketing Management	Tourism and Hospitality Management	<input type="checkbox"/>
Management of Mico, Small Medium Enterprises	Production Management	<input type="checkbox"/>
Computer Application - I	Computer Application - II	<input checked="" type="checkbox"/>

## RULES OF ATTENDANCE

As per Ordinance of the Goa University OA-17.3(iv)

A student registered in a Semester, for any Course (degree or diploma), shall be required to have a minimum cumulative attendance of 75% of the total lectures and practicals prescribed for the course during that Semester, a student attendance shall be cumulative for all the papers / courses taken together In the given Semester, a student shall be required to have a minimum of 50% attendance in any individual paper / course.

### DECLARATION

- 1) I have read the rules of attendance referred above and hereby agree that I need not be admitted to F.Y.B.Com Examination if I fail to keep terms as per the above requirements.
- 2) I further agree to abide by the Rules and Regulations, which are enforced from time to time. The admission being for whole year, I agree to pay the fees for second term also, if I fail to intimate in writing before the beginning of second term I discontinue my studies. I have also read the Prospectus issued to me very carefully in detail & noted the contents, Rules & Regulations of the college mentioned in the prospectus.

Date: 08/05/2018

Place: Porvachim

@ttas  
Signature of the Student

I HAVE NOTED THE STATEMENT MADE IN THIS APPLICATION OF MY SON/DAUGHTER/WARD

Pmattar  
Signature of the Parent/Guardian

Remarks of Admission Committee Admission may be given

Signature of Admission Incharge [Signature]

[Signature]  
Signature of the Principal

### UNDERTAKING FROM THE STUDENT

I Sagulen Mustak Rajasab Attar agree that wearing of Identity card in the College Campus is compulsory. If I am found without wearing ID card then I will pay fine of Rs. 50/-. I also agree that carrying of cell phones/mobiles are not allowed in college campus and if I am found carrying or using cellphones, then my cellphone may be seized and required fine may be imposed. I agree that I will follow the rules and regulation of the institution.

@ttas  
Signature of Student

Pmattar  
Signature of Parent

Checked by:- [Signature]

**ANNEXURE I  
AFFIDAVIT BY THE STUDENT**

I, Saqulen Mustak Rajasab Attar s/o/d/o/w/o  
Mr./Mrs./Ms. Rajasab Mainuddin Attar,

having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvati-Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

- 1) I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
  - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this 08 day of 05 month of 2018 year.

Attar  
Signature of deponent (Student)

Name : Saqulen Attar

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this 08 day of 05 month of 2018 year.

Attar  
Signature of deponent (Student)

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_

**ANNEXURE II**  
**AFFIDAVIT BY THE PARENT/GUARDIAN**

I, Mr./Mrs/Ms. Rajasab Manioddie's Attar

Father/Mother/Guardian of Sagulen Rajasab Attar

having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvati, Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

1. I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.
2. I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, admission of my ward is liable to be cancelled.

Declared this 08 day of 05 month of 2018 year.

Amattar  
Signature of deponent (Parent/Guardian)

Name : Rajasab M. Attar

Address : Sanjay Nagar, Porvolem

Tel/Mobile No: 9823608112

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this 08 day of 05 month of 2018 year.

Amattar  
Signature of deponent (Parent/Guardian)

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_

PRINCIPAL/OATH COMMISSIONER



॥ विद्या सर्वस्य पुत्रम् ॥

PRABODHAN EDUCATION SOCIETY'S

VIDYA PRABODHINI

COLLEGE OF COMMERCE, EDUCATION, COMPUTER AND MANAGEMENT

Vidyanagar, Parvari, Goa.

(Recognized by Government of Goa, Affiliated to Goa University & Approved by N.C.T.E.)

APPLICATION FORM FOR ADMISSION TO FIRST YEAR B.A.B.Ed. PROGRAMME

Documents Attached	
T.C./Leaving Certificate	<input checked="" type="checkbox"/>
Mark Sheet	<u>HSSC</u> <input checked="" type="checkbox"/>
Other Certificates:-	
1) <u>Aadhar Card</u>	<input checked="" type="checkbox"/>
2)	
3)	



FOR OFFICE USE	
Reg. No.:	<u>309</u>
Div.:	<u>B</u>
Roll No.:	<u>E18-201</u>
Fee Receipt No.:	<u>1023</u>
Date:	<u>16/05/2018</u>
Amount Paid Rs.	

Name in **BLOCK LETTERS** (surname, first name, middle name) keep space between each name  
(Full name should be entered as in the HSSCE marksheet)

A	B	H	Y	A	N	K	A	R	A	S	H	W	I	N	I	R	A	M	A	K	A	N	T		

Address for correspondence: **Local**

H	N	O	=	3	3	5	A	K	S	H	A	Y	N	I	W	A	S								
T	A	L	E	M	A	T	A	P	A	L	E	G	O	A											
P	I	N	=	4	0	3	1	0	5																

Address for correspondence: **Permanent**

H	N	O	=	3	3	5	A	K	S	H	A	Y	N	I	W	A	S								
T	A	L	E	M	A	T	A	P	A	L	E	G	O	A											
P	I	N	=	4	0	3	1	0	5																

Aadhar Card No.: 509738761900

Tel. No.: 9049909328

E-mail ID: ramakantabhyankar1963@gmail.com

Date of Birth according to S.S.C. or equivalent certificate

2	9	0	4	2	0	0	0
d	d	m	m	y	y	y	y

Age: 18 yrs.

Place of Birth: PONDA

State: GOA

Country of Domicile: INDIAN

Religion: H [H]indu; [C]hristian; [M]uslim; [O]thers

Gender: M/F/T F

Marital Status: Married:

Unmarried:

(Mark ✓)

Category: G1 [G]eneral, [S[C], S[T], [O]BC. [P]hysically Disabled [M]inority (Enclose Certificate)



Name of the Father (in Full) : RAMAKANT KRISHNA ABHYANKAR Profession : Service  
 Name of the Mother (in Full) : AMITA RAMAKANT ABHYANKAR Profession : Housewife  
 Name of the Guardian (in Full): \_\_\_\_\_ Profession : \_\_\_\_\_

E-mail ID : ramakantabhyankar1963@gmail.com

Annual income from all sources (Father / Guardian) Five Lakh

Address (Father/Guardian) : Residential : 

H	N	O	=	3	3	5		A	K	S	H	A	Y		
N	I	W	A	S		T	A	L	E	M	A	T	A		
P	A	L	E		G	I	O	A							

Business / Professional : 

E	L	E	C	T	R	I	C	I	T	Y		D	E	P	A	R	I	M	E	N	T
P	O	N	D	A		G	O	A													

Contact No. : (Res.) 

9	0	4	9	9	0	9	3	2	8
---	---	---	---	---	---	---	---	---	---

 (Off.) 

0	8	3	2	2	3	1	2	1	3	0
---	---	---	---	---	---	---	---	---	---	---

Name of the HSS/College last attended : SES HIGHER SECONDARY BARAZAN  
USGGAO - GOA

Class : XII ARTS - A Seat No. : 60552 Year : 2017-18

Subjects offered at XIIth Examination held in April / Oct. June 2018 and marks obtained.  
**(GENERAL)**

	SUBJECTS	Max. Marks	Marks Obtained
1.	English I	100	66
2.	Marathi II	100	92
3.	Hindi II	100	89
4.	History	100	64
5.	Political Science	100	69
6.	Economics	100	69
7.			
	<b>TOTAL</b>	<b>600</b>	<b>449</b>

Centre	: <u>PONDA</u>
Seat No.	: <u>60552</u>
Percentage	: <u>74.83%</u>

**DETAILS OF PARTICIPATION IN EXTRA CURRICULAR ACTIVITIES:**

- 1) N.C.C.: \_\_\_\_\_ 2) Sports : C  
 3) N.S.S.: A 4) Games : \_\_\_\_\_  
 5) Others Activities Classical singing competition, participated in all Goa Bhajan competition.

**SEMESTER I****SUBJECTS****1) COMPULSORY PAPER**

- a) English: Spoken English
- b) Goan Heritage
- c) Environmental Studies
- d) School & Classroom Management

**2) OPTIONAL LANGUAGES**

Hindi  Konkani  Marathi

**3) GROUP I**

History  Hindi

**4) GROUP II**

Geography

**5) GROUP III**

a) English  Marathi

Konkani

**6) PRACTICUM**

- a) Physical Education
- b) Co-curricular Activities
  - i) Performing Arts
  - ii) Fine Arts

**SEMESTER II****SUBJECTS****1) COMPULSORY PAPER**

- a) English: Written English
- b) Self Development
- c) Environmental Studies
- d) Teaching Approaches and Strategies

**2) OPTIONAL LANGUAGES**

Hindi  Konkani  Marathi

**3) GROUP I**

History  Hindi

**4) GROUP II**

Geography

**5) GROUP III**

a) English  Marathi

Konkani

**6) PRACTICUM**

- a) Observation of Teachers' Lessons
- b) Co-curricular Activities
  - i) Performing Arts
  - ii) Fine Arts

## RULES OF ATTENDANCE

As per NCTE norms and standards for four year integrated program leading to B.A.B.Ed degree.

The minimum attendance of student teachers shall have to be 80% for all course work and practicum, and 90% for school internship.

### DECLARATION

- 1) I have read the rules of attendance referred above and hereby agree that I need not be admitted to F.Y.B.A.B.Ed Examination if I fail to keep terms as per the above requirements.
- 2) I further agree to abide by the Rules and Regulations which are enforced from time to time. The admission being for whole year, I agree to pay the fees for second term also, if I fail to intimate in writing before the beginning of second term I discontinue my studies.
- 3) I have also read the Prospectus issued to me very carefully in detail & noted the contents, Rules & Regulations of the college mentioned in the prospectus.

Date : 16/05/18

Place : Poiveni - Goa

Abhyankar  
Signature of the Student

I HAVE NOTED THE STATEMENT MADE IN THIS APPLICATION OF MY SON/DAUGHTER/WARD

Abhyankar  
Signature of the Parent/Guardian

Remarks of Admission Committee Admission may be given

Signature of Admission Incharge

Abhyankar  
16/5/2018

Abhyankar  
Signature of the Principal

### UNDERTAKING FROM THE STUDENT

I ASHWINI RAMAKANT ABHYANKAR agree that wearing of Identity card in the College Campus is compulsory. If I am found without wearing ID card then I will pay fine of Rs. 50/-. I also agree that carrying of cell phones/mobiles are not allowed in college campus and if I am found carrying or using cellphones, then my cellphone may be seized and required fine may be imposed. I agree that I will follow the rules and regulation of the institution.

Abhyankar  
Signature of Student

Abhyankar  
Signature of Parent

Checked by:- 16/5/18

**ANNEXURE I  
AFFIDAVIT BY THE STUDENT**

I, Ashwini Ramakant Abhyankar s/s/d/o/y/w/o

Mr./Mrs./Ms. Ramakant Krishna Abhyankar

having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvati-Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

- 1) I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
  - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this Wednesday day of May month of 2018 year.

Ashwini Abhyankar  
Signature of deponent (Student)

Name : Ashwini Ramakant Abhyankar

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this Wednesday day of May month of 2018 year.

Ashwini Abhyankar  
Signature of deponent (Student)

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_

**ANNEXURE II**  
**AFFIDAVIT BY THE PARENT/GUARDIAN**

I, Mr./Mrs/Ms. RAMAKANT KRISHNA ABHYANKAR  
Father/Mother/Guardian of ASHWINI RAMAKANT ABHYANKAR

having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

1. I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.
2. I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
4. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, admission of my ward is liable to be cancelled.

Declared this 16 day of May month of 2018 year.

  
Signature of deponent (Parent/Guardian)

Name: RAMAKANT KRISHNA ABHYANKAR


Address: TALEMATA PALE GOA

Tel/Mobile No: 9049909328

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this Wednesday day of May month of 2018 year.

  
Signature of deponent (Parent/Guardian)

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_

PRINCIPAL/OATH COMMISSIONER



PRABODHINI  
VIDYA PRABODHINI COLLEGE OF COMMERCE  
Vidyanagar, Alt

COLLEGE'S  
N, COMPUTER AND MANAGEMENT  
Goa 403521

(Recognised by Government of Goa, Affiliated to Goa University and Approved by NCTE)  
(Recognised by U.G.C. under 2(f) and 12(B) of the UGC Act 1956)  
Accredited by NAAC with B+ Grade on Seven Point Scale Under New Framework (1<sup>st</sup> Cycle)

**APPLICATION FORM FOR ADMISSION TO FIRST YEAR B.A.B.Ed.**



**Documents Attached**

1. Leaving Certificate ✓
2. Marksheet ✓
3. Caste
4. Divyangjan
5. Other (P-)

**For Office Use**

Reg. No 394 Div A  
Roll No E19-101  
Fee Receipt No 4708  
Date: 20/05/19  
Amount Paid (₹) 9920

**PERSONAL DETAILS**

Admission Reference No: **EDU1920-FY-0008**

Name in **BLOCK LETTERS** (As in the HSSCE marksheet):

**MAHALE AMISHA PUNDALIK**

Local Address for the correspondence:

**H.no 212, opp MPT adm office, Headland sada, Vasco Goa 403804**

Permanent Address for the correspondence:

**H.no 212, opp MPT adm office, Headland sada, Vasco Goa 403804**

Aadhar Card No : **855285932616**

Mobile No.: **9420597907**

E-mail id: **mahaleamisha@gmail.com**

Date of birth according to H.S.S.C. or equivalent certificate: **01/01/2001**

Age: **18**

Place of Birth: **Vasco**

State: **Goa**

Country of Domicile: **India**

Religion: **Hindu**

Category: **GEN**

Gender: **Female**

Marital Status: **Unmarried**

Divyangjan: **No**

## PARENT/GUARDIAN DETAILS

### **FATHER**

Name (in Full): **Shri Pundalik R. Mahale**

Profession: **Employed**

Mobile No: **9423059809**

Email: **mahaleamisha@gmail.com**

### **MOTHER**

Name (in Full): **Smt Nayana P. Mahale**

Profession: **Employed**

Mobile No: **9420597907**

Email: **mahaleamisha@gmail.com**

### **GUARDIAN**

Do you stay with the Guardian: **No**

Name (in Full): .

Profession:

Mobile No:

Email:

Annual income from all sources (Family):

**500000**

Residential Address (Parent/Guardian):

**H.no 212, opp MPT adm office, headland sada, Vasco Goa 403804**

Business/ Professional Address:

**MPG office Headland sada**

Office No.:

**08322594639**

## ACADEMIC DETAILS

Name of the Higher Secondary School last attended:

**St.Andrew's Higher Secondary School**

Educational Board:

**Goa Board**

Class & Stream:

**XII Arts**

Seat No.:

**62220**

Month & Year of Passing:

**April 2019**

Marks obtained:

**531**

Maximum Marks:

**600**

Percentage:

**88.5**

## DETAILS OF EXTRA CURRICULAR ACTIVITIES

1. NSS: **Yes**
2. NCC:
3. Sports: **No**
4. Cultural: **Yes**



## SUBJECTS OFFERED AT F.Y.B.A.B.Ed.

SEMESTER I	SEMESTER II
<b>1) COMPULSORY PAPER</b> a) English: Spoken English b) Goan Heritage c) Environmental Studies d) School & Classroom Management	<b>1) COMPULSORY PAPER</b> a) English: Written English b) Self Development c) Environmental Studies d) Teaching Approaches and Strategies
<b>2) OPTIONAL LANGUAGES</b> <input checked="" type="checkbox"/> Hindi <input type="checkbox"/> Konkani <input type="checkbox"/> Marathi	<b>2) OPTIONAL LANGUAGES</b> <input checked="" type="checkbox"/> Hindi <input type="checkbox"/> Konkani <input type="checkbox"/> Marathi
<b>3) GROUP I</b> <input checked="" type="checkbox"/> History <input type="checkbox"/> Hindi	<b>3) GROUP I</b> <input checked="" type="checkbox"/> History <input type="checkbox"/> Hindi
<b>4) GROUP II</b> Geography	<b>4) GROUP II</b> Geography
<b>5) GROUP III</b> <input checked="" type="checkbox"/> English <input type="checkbox"/> Marathi <input type="checkbox"/> Konkani	<b>5) GROUP III</b> <input checked="" type="checkbox"/> English <input type="checkbox"/> Marathi <input type="checkbox"/> Konkani
<b>6) PRACTICUM</b> a) Physical Education b) Co-curricular Activities i) Performing Arts ii) Fine Arts	<b>6) PRACTICUM</b> a) Observation of Teachers' Lessons b) Co-curricular Activities i) Performing Arts ii) Fine Arts

## RULES OF ATTENDANCE

As per NCTE norms and standards for four year integrated program leading to B.A.B.Ed degree. The minimum attendance of student teachers shall have to be 80% for all course work and practicum, and 90% for school internship.

### DECLARATION

- 1) I have read the rules of attendance referred above and hereby agree that I need not be admitted to F.Y.B.A.B.Ed Examination if I fail to keep terms as per the above requirements.
- 2) I further agree to abide by the Rules and Regulations which are enforced from time to time. The admission being for whole year, I agree to pay the fees for second term also, if I fail to intimate in writing before the beginning of second term I discontinue my studies.
- 3) I have also read the Prospectus issued to me very carefully in detail & noted the contents, Rules & Regulations of the college mentioned in the prospectus.

Date : 20/05/2019 04:44:09

Place : Pawani

Mahale  
Signature of the Student

I HAVE NOTED THE STATEMENT MADE IN THIS APPLICATION OF MY SON/DAUGHTER/WARD

Mahale  
Signature of the Parent/Guardian

Remarks of Admission Committee :

Admission may be given

Signature of Admission Incharge :

Prade  
20/05/19

Maybe admitted  
Mahale  
Signature of the Principal

### UNDERTAKING FROM THE STUDENT

I, **MAHALE AMISHA PUNDALIK** agree that wearing of Identity card in the College Campus is compulsory. If I am found without wearing ID card then I will pay fine of Rs. 50/-. I also agree that carrying of cell phones/mobiles are not allowed in college campus and if I am found carrying or using cellphones, then my cellphone may be seized and required fine may be imposed. I agree that I will follow the rules and regulations of the institution.

Mahale  
Signature of Student

Mahale  
Signature of Parent

Checked by:-

Prade 20/5/19

I, Mr./M  
5

**ANNEXURE I**  
**AFFIDAVIT BY THE STUDENT**

I, **MAHALE AMISHA PUNDALIK** son/daughter/ward of **Shri. Pundalik R. Mahale**, having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

1) I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.

2) I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

3) I hereby solemnly aver and undertake that

a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this 20<sup>th</sup> day of May month of 2019 year.

*Mahale*  
Signature of deponent (Student)

Name : **MAHALE AMISHA PUNDALIK**

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this 20<sup>th</sup> day of May month of 2019 year.

*Mahale*  
Signature of deponent (Student)

Solemnly affirmed and signed in my presence on this the 20 of May, 2019.  
(day) (month) (year)

PRINCIPAL/OATH COMMISSIONER

ANNEXURE II

AFFIDAVIT BY THE PARENT/GUARDIAN

I, Mr./Mrs./Ms. Nayana P. Mahale

~~Father/Mother/Guardian~~ of **MAHALE AMISHA PUNDALIK**, having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

- 1) I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, admission of my ward is liable to be cancelled.

Declared this 20th day of May month of 2019 year.

N. Mahale  
Signature of deponent (Parent/Guardian)

Name: Nayana P. Mahale

Address: H. NO. 212, Opp MPPT adm office, Vasco

Tel/Mobile No: 9420597907

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this 20th day of May month of 2019 year.

N. Mahale  
Signature of deponent (Parent/Guardian)

Solemnly affirmed and signed in my presence on this the 20 of May, 2019  
(day) (month) (year)

PRINCIPAL/OATH COMMISSIONER

12



**PRABODHINI SOCIETY'S VIDYA PRABODHINI COLLEGE OF COMMERCE, INFORMATION, COMPUTER AND MANAGEMENT Studies Vidyanagar, Bardez Goa 403521**

(Recognised by Government of Goa, Affiliated to Goa University and Approved by NCTE)  
(Recognised by U.G.C. under 2(f) and 12(B) of the UGC Act 1956)  
Accredited by NAAC with B+ Grade on Seven Point Scale Under New Framework (1<sup>st</sup> Cycle)

**APPLICATION FORM FOR ADMISSION TO FIRST YEAR B.COM**



<u>Documents Attached</u>	<u>For Office Use</u>
1. Leaving Certificate ✓	Reg. No <u>749</u> Div <u>A</u>
2. Marksheet ✓	Roll No <u>119-101</u>
3. Caste	Fee Receipt No <u>4528</u>
4. Divyangjan	Date: <u>03/05/19</u>
5. Other <u>LAU</u>	Amount Paid (₹) <u>8650/-</u>

**PERSONAL DETAILS**

Name in **BLOCK LETTERS** (As in the HSSCE marksheet):

**AASEEF NAWAJ ALIABAX JULAI**

Local Address for the correspondence:

**NEXT TO OCOQUEIRO HOTEL OPPOSITE TO KARNATAKA BANK BARDEZ GOA**

Permanent Address for the correspondence:

**NEXT TO OCOQUEIRO HOTEL OPPOSITE TO KARNATAKA BANK BARDEZ GOA**

Aadhar Card No : **444134506914**

Mobile No.: **7588452831**

E-mail id:

**mohammedasifjulai007@gmail.com**

Date of birth according to H.S.S.C. or equivalent certificate: **02/04/2001**

Age: **17**

Place of Birth: **HUBLI**

State: **Karnataka**

Country of Domicile: **INDIA**

Religion: **Muslim**

Category: **GEN**

Gender: **Male**

Marital Status: **Unmarried**

Divyangjan: **No**

## PARENT/GUARDIAN DETAILS

### FATHER

Name (in Full): Shri **ALLABAX JULAI**

Profession: **Self-Employed**

Mobile No: **7588452831**

Email:

### MOTHER

Name (in Full): **Smt RUKSANA A JULAI**

Profession: **House Maker**

Mobile No: **7588452831**

Email:

### GUARDIAN

Do you stay with the Guardian: **No**

Name (in Full): .

Profession:

Mobile No:

Email:

Annual income from all sources (Family):

**200000**

Residential Address (Parent/Guardian):

**NEXT TO OCOQUEIRO HOTEL OPPOSITE TO KARNATAKA BANK BARDEZ GOA**

Business/ Professional Address:

Office No.:

## ACADEMIC DETAILS

Name of the Higher Secondary School last attended:

**VIDYA PRABHODINI HIGHER SECONDARY SCHOOL**

Educational Board:

**GOA BOARD**

Class & Stream:

**XII COMPLETED COMMERCE**

Seat No.:

**65927**

Month & Year of Passing:

**April 2019**

Marks obtained:

**413**

Maximum Marks:

**600**

Percentage:

**68.83**

## DETAILS OF EXTRA CURRICULAR ACTIVITIES

1. NSS:

2. NCC:

3. Sports:

4. Cultural:

## SUBJECTS OFFERED AT F.Y.B.COM

Semester I		Semester II	
Subject	Paper Title	Subject	Paper Title
Core Course 1	General Management	Core Course 5	Introduction to Marketing
Core Course 2	Financial Accounting	Core Course 6	Financial Statement, Analysis and Interpretation
Core Course 3	Micro Economics	Core Course 7	Managerial Economics
Core Course 4	Commercial Arithmetic I	Core Course 8	Commercial Arithmetic II
Ability Enhancement Compulsory Course 1	Spoken English	Ability Enhancement Compulsory Course 3	Business Communication
Ability Enhancement Compulsory Course 2	Environmental Studies I	Ability Enhancement Compulsory Course 4	Environmental Studies II

Generic Elective Course (Any One)		
Semester I Generic Elective 1	Semester II Generic Elective 2	Tick
Banking I	Banking II	
Principles and Practice of Accounting	Specialised Accounting	✓
Marketing Management	Tourism and Hospitality Management	
Management of Micro, Small and Medium Enterprises	Production Management	
Computer Application - I	Computer Application - II	



**RULES OF ATTENDANCE**  
(As per Goa University Ordinance)


A student registered in a Semester, for any Course (degree or diploma), shall be required to have a minimum cumulative attendance of 75% of the total lectures and practicals prescribed for the course during that Semester, a student attendance shall be cumulative for all the papers / courses taken together In the given Semester, a student shall be required to have a minimum of 50% attendance in any individual paper / course.

**DECLARATION**


- 1) I have read the rules of attendance referred above and hereby agree that I need not be admitted to F.Y.B.Com Examination if I fail to keep terms as per the above requirements.
- 2) I further agree to abide by the Rules and Regulations, which are enforced from time to time. The admission being for whole year, I agree to pay the fees for second term also, if I fail to intimate in writing before the beginning of second term I discontinue my studies. I have also read the Prospectus issued to me very carefully in detail & noted the contents, Rules & Regulations of the college mentioned in the prospectus.

Date : **02/05/2019 14:06:58**

Place : Porvorim

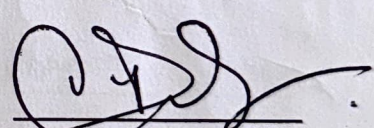
  
Signature of the Student

I HAVE NOTED THE STATEMENT MADE IN THIS APPLICATION OF MY SON/DAUGHTER/WARD

  
Signature of the Parent/Guardian

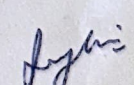
Remarks of Admission Committee : Admission may be given


Signature of Admission Incharge : 


  
Signature of the Principal

**UNDERTAKING FROM THE STUDENT**

I, **AASEEF NAWAJ ALLABAKSH JULAI** agree that wearing of Identity card in the College Campus is compulsory. If I am found without wearing ID card then I will pay fine of Rs. 50/-. I also agree that carrying of cell phones/mobiles are not allowed in college campus and if I am found carrying or using cellphones, then my cellphone may be seized and required fine may be imposed. I agree that I will follow the rules and regulations of the institution.

  
Signature of Student

  
Signature of Parent

Checked by:-  03/5/19

**ANNEXURE I**  
**AFFIDAVIT BY THE STUDENT**

I, **AASEEF NAWAJ ALLABAKSH JULAI** son/daughter/ward of **Shri. ALLABAKSH H JULAI**, having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

1) I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.

2) I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

3) I hereby solemnly aver and undertake that


a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this 3 day of May month of 2019 year.

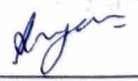
  
Signature of deponent (Student)

Name : **AASEEF NAWAJ ALLABAKSH JULAI**

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this 3 day of May month of 2019 year.

  
Signature of deponent (Student)

Solemnly affirmed and signed in my presence on this the 3 of MAY, 2019.  
(day) (month) (year)

PRINCIPAL/OATH COMMISSIONER

ANNEXURE II


AFFIDAVIT BY THE PARENT/GUARDIAN

I, Mr./Mrs/Ms. Aluabaksha H. Julai

Father/Mother/Guardian of **AASEEF NAWAJ ALLABAKSH JULAI**, having been admitted to Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have received a copy of UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

- 1) I have, in particular, read clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
  - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, admission of my ward is liable to be cancelled.

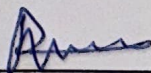
Declared this 3 day of may month of 2019 year.

  
Signature of deponent (Parent/Guardian)  
Name: Aluabaksha Julai  
Address: Nt. Ocoquerio Hotel  
Tel/Mobile No: 758842831

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified this 3 day of may month of 2019 year.

  
Signature of deponent (Parent/Guardian)

Solemnly affirmed and signed in my presence on this the 03 of May, 2019.  
(day) (month) (year)

PRINCIPAL/OATH COMMISSIONER

**WARNING**  
**RAGGING IS CRIME**

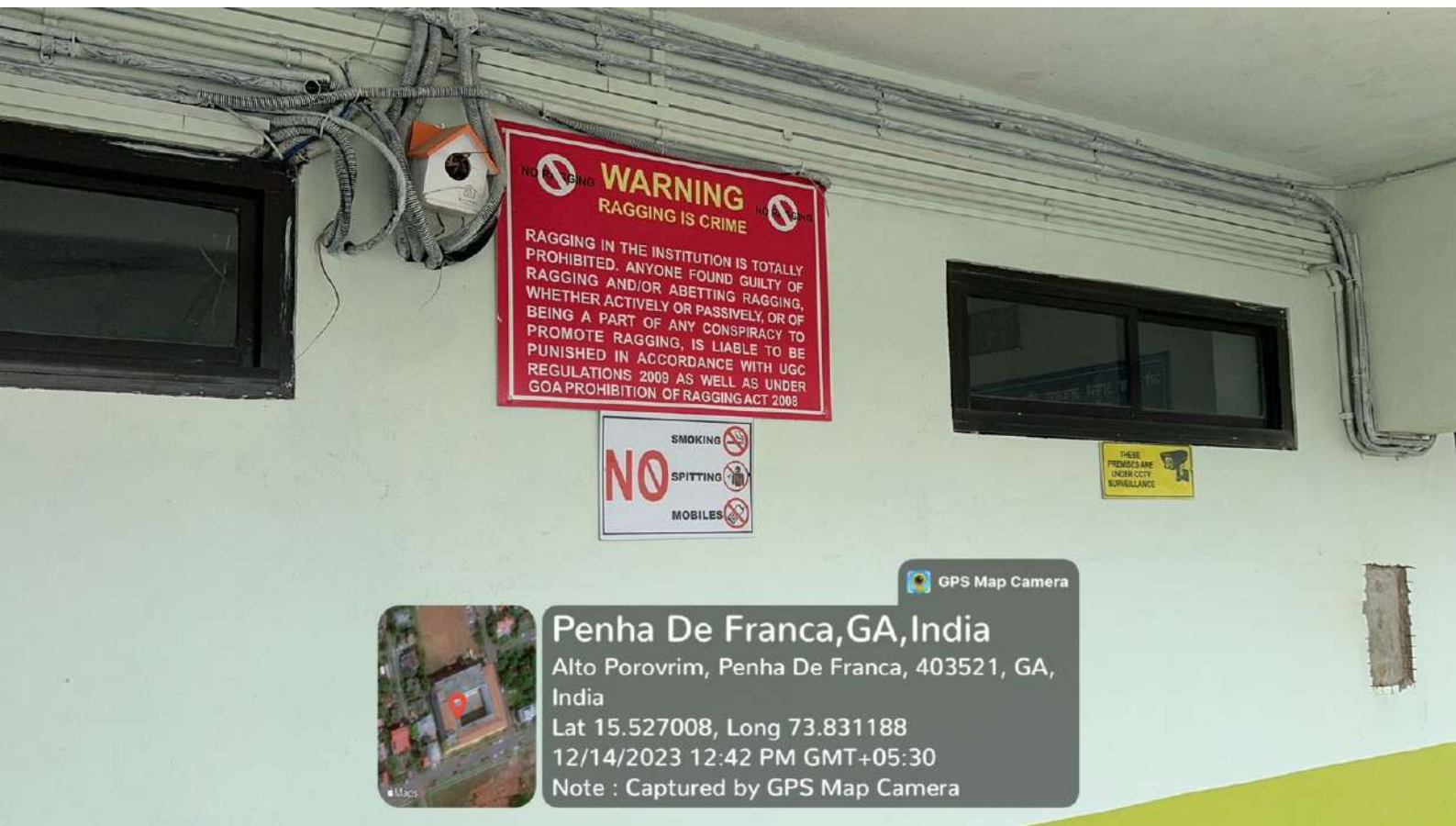
RAGGING IN THE INSTITUTION IS TOTALLY PROHIBITED. ANYONE FOUND GUILTY OF RAGGING AND/OR ABETTING RAGGING, WHETHER ACTIVELY OR PASSIVELY, OR OF BEING A PART OF ANY CONSPIRACY TO PROMOTE RAGGING, IS LIABLE TO BE PUNISHED IN ACCORDANCE WITH UGC REGULATIONS 2009 AS WELL AS UNDER GOA PROHIBITION OF RAGGING ACT 2008

**NO**

SMOKING 

SPITTING 

MOBILES 



**WARNING**  
**RAGGING IS CRIME**

RAGGING IN THE INSTITUTION IS TOTALLY PROHIBITED. ANYONE FOUND GUILTY OF RAGGING AND/OR ABETTING RAGGING, WHETHER ACTIVELY OR PASSIVELY, OR OF BEING A PART OF ANY CONSPIRACY TO PROMOTE RAGGING, IS LIABLE TO BE PUNISHED IN ACCORDANCE WITH UGC REGULATIONS 2009 AS WELL AS UNDER GOA PROHIBITION OF RAGGING ACT 2008

**NO** SMOKING  
 SPITTING  
 MOBILES

THESE PREMISES ARE UNDER CCTV SURVEILLANCE

GPS Map Camera



**Penha De Franca,GA,India**  
 Alto Porovrim, Penha De Franca, 403521, GA, India  
 Lat 15.527008, Long 73.831188  
 12/14/2023 12:42 PM GMT+05:30  
 Note : Captured by GPS Map Camera

## PUNISHMENTS FOR RAGGING ACTS

Ragging is a cognizable offence. The student who indulges in ragging shall be liable to be punished to the extent of expulsion from the College and even with imprisonment as per the criminal law.

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

- a. Any conduct by any student or students whether by words spoken or written or by any act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. 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;
- c. Asking any student to do any act which such students will not in the ordinary Programme do and which has the effect of causing or generating a sense of shame or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. 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;
- h. 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 students;
- i. 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 over any fresher or any other students.

The Anti-Ragging committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;

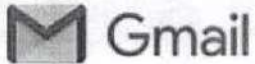
- i. Suspension from attending classes and academic privileges.
- ii. Withholding/ withdrawing scholarship/fellowship and other benefits.
- iii. Debarring from appearing in any test/ examination or other evaluation process
- iv. Withholding results.
- v. Debarring from appearing the institution in any regional, national or international meet, tournament, youth festival etc.
- vi. Suspension/ expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the institute for a period ranging from one to four semesters.
- ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.



  
PRINCIPAL

Vidya Prabodhini College of Commerce,  
Education Computer & Management  
Vidyanagar, Parvuri - Goa.



Vidya Prabodhini &lt;vidyaprabodhinigoa@gmail.com&gt;

## UGC Regulations on curbing the menace of ragging in Higher Educational Institutions, 2009

1 message

Director Higher Education Goa &lt;dir-dhe.goa@nic.in&gt;

Fri, Nov 29, 2019 at 3:02 PM

To: gcasnql@bsnl.in, gcascs@gmail.com, gcasck@rediffmail.com, principalgchs@rediffmail.com, gcacpg@yahoo.co.in, gcasq@rediffmail.com, gcc.margao@gmail.com, gcce-borda@gov.in, goacollegeofmusic@gmail.com, principal-gcom@gov.in, fragnelcol@rediffmail.com, principal@dempocollege.edu.in, office@dempocollege.edu.in, zantyeedu@rediffmail.com, info@dmscollege.ac.in, shreemallikarjuncollege@gmail.com, vmscl@rediffmail.com, caculocollege@gmail.com, karelaw\_goa@rediffmail.com, officegrklaw@vvm.edu.in, principal.grkcl@vvm.edu.in, niegoa@gmail.com, principal.sdcc@vvm.edu.in, dhempe@rediffmail.com, principal@dhempecollege.edu.in, principal@chowgules.ac.in, mescollege1@gmail.com, mescollege1@rediffmail.com, gvm.educol@gmail.com, vidyaprabodhinigoa@gmail.com, rosarycollege.1990@gmail.com, carmelcollege64@gmail.com, gvmcce@yahoo.in, cescac21@yahoo.co.in, xavierscollege1963@gmail.com, pessrsncol@gmail.com, princi\_pescoe@yahoo.in, gmfcgoa2013@gmail.com, svvmcollege@yahoo.com, aimgoa@gmail.com, hpsm1967@gmail.com, ganpatparsekareducation@hotmail.com, dbcaoffice2015@gmail.com, "St. Joseph Vaz College Cortalim" <principal@sjvc.ac.in>, Goa University Registrar <registrar@unigoa.ac.in>

### MOST URGENT

Sir/Madam,

Please find attached herewith letter dated 29/11/2019 along with an attachment for information and necessary action at your end.

You are requested to kindly inform this office about the incorporation of Government/UGC directions regarding prohibition and consequences of ragging in the prospectus on **URGENT** basis.

Regards

Office of DHE

UGC Regulations on curbing the menace of ragging ....pdf  
1767K

*A. (Zmp)  
copy to  
C Chairman/convener  
Anti Ragging Committee  
Mr. Rohit  
DHE / Anti Ragging Me.*

*NR  
2/12/2019*

VIDYA PRABODHANI COLLEGE OF COMMERCE  
EDUCATION, COMPUTER AND MANAGEMENT  
PARVARI GOA.

Inward No. 593Date 2-12-2019



GOVERNMENT OF GOA  
**DIRECTORATE OF HIGHER EDUCATION**

SCERT Building, Alto, Porvorim-Goa.

Tel:2415585/2410824

Email: dir-dhe.goa@nic.in

**No. ACAD-III(B)/ANT-RAG/MISC/02/2019/7184**      **Dated:- 29/11/2019**

To,

1. The Registrar, Goa University, Taleigao Plateau, Goa.
2. The Principals of Government/Govt. Aided Colleges.

**Sub:- "UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009."**

Sir/Madam,

I am directed to forward herewith a copy of D.O. No. 1-21/2010(ARC) dated 04/11/2019, on the subject cited above and to inform that as per the directions of the Government/UGC, regarding prohibition and consequences of ragging, your Institution was required to incorporate the same in the prospectus.

Kindly inform if you have incorporated the same in the prospectus or otherwise, immediately by 15<sup>th</sup> December, 2019.

Yours faithfully,

(Dr. Remy Dias)  
Dy. Director (HE)

Encl: As above

Copy to:

- 1) Guard File
- 2) O/c





ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन  
सचिव

Prof. Rajnish Jain  
Secretary

Dept. of Higher Education
Inward No. 7831
Date 18/11/19
141267067



सत्यमेव जयते

Secretary (Edn)

Inward No. 1372

13-11-2019

विश्वविद्यालय अनुदान आयोग  
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)  
(Ministry of Human Resource Development, Govt. of India)

बहादुरशाह जफर मार्ग, नई दिल्ली-110002  
Bahadur Shah Zafar Marg, New Delhi-110002

Ph : 011-23236288/23239337

Fax : 011-2323 8858

E-mail : secy.ugc@nic.in

D.O.No.1-21/2010(ARC)

4<sup>th</sup> November, 2019

SPEED POST

08 NOV 2019

Dear Sir/Madam,

In pursuance of the judgement of the Hon`ble Supreme Court of India dated 8/5/2009 in Civil Appeal No.887/2009, the University Grants Commission framed "UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009" which were notified on 17<sup>th</sup> June,2009 and are to be mandatorily followed by all universities and colleges. The Regulations are available on the UGC website i.e. [www.ugc.ac.in](http://www.ugc.ac.in). A nationwide toll free anti-ragging helpline 1800-180-5522 in 12 languages has also been established which can be accessed by students in distress due to ragging. Ragging is a crime and top most priority has to be accorded to stop it immediately. The Commission has made it mandatory for all institutions to incorporate in their prospectus the directions of the Government regarding prohibition and consequences of ragging.

In this regard, from time to time, UGC has been issuing necessary advisories to all the educational institutions which are available on UGC website. In spite of all these measures, we are yet to completely eliminate the menace of ragging. This is adversely affecting the higher education system of the country. I, therefore, request you to take strong measures to implement the Anti Ragging Regulations in your State and take stringent action against those flouting the guidelines.

Once again, may I request for your kind intervention in the matter to ensure that the concern is addressed in a time bound manner and your State becomes a "Ragging Free State" at the earliest.

With kind regards,

Yours sincerely,

(Rajnish Jain)

The Secretary  
Department of Higher Education  
18th June Road, Government of Goa,  
School Edu. Deptt. Secretariat,  
Porvorim-403521  
Goa

me

Undertaking by Employee/Personnel Employed at Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Parvari-Goa

1. Mr. Rudresh U. Mhamal

Working as Assistant Professor at Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have been made aware about UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.(hereinafter called the "Regulations"). I have carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

I hereby undertake that I shall report promptly any case of ragging which comes to my notice.

Declared this 01/09/18 day of Saturday month of September year 2018.



Signature of Staff Member

Name : Mr. Rudresh U. Mhamal.

Undertaking by Employee/Personnel Employed at Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Parvari-Goa

I, Ms. Kavita Arjun Gawas

Working as Ass. Professor at Vidya Prabodhini College  
of Commerce, Education, Computer and Management, Parvari-Goa. have been made aware  
about UGC Regulations on Curbing the Menace of Ragging in Higher Educational  
Institutions, 2009, (hereinafter called the "Regulations"). I have carefully read and fully  
understood the provisions contained in the said regulations and the directions of the Supreme  
Court and the Central / State Govt. in this regard.

I hereby undertake that I shall report promptly any case of ragging which comes to my notice.

Declared this 1<sup>st</sup> day of Sep. month of 2018 year.

Kawas

Signature of Staff Member

Name : Kavita A. Gawas

**Undertaking by Employee/Personnel Employed at Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Parvari-Goa**

I. DR. SONALI SHANKHWALKER

Working as ASST. PROFESSOR - HISTORY METHODOLOGY at Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have been made aware about UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.(hereinafter called the "Regulations"). I have carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

I hereby undertake that I shall report promptly any case of ragging which comes to my notice.

Declared this 29<sup>th</sup> day of AUGUST month of 2018 year.



Signature of Staff Member

Name: DR. SONALI SHANKHWALKER

Undertaking by Employee/Personnel Employed at Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Parvari-Goa

1. Dr. Sargeeta Dessai

Working as Assistant Professor in English at Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa, have been made aware about UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.(hereinafter called the "Regulations"). I have carefully read and fully understood the provisions contained in the said regulations and the directions of the Supreme Court and the Central / State Govt. in this regard.

I hereby undertake that I shall report promptly any case of ragging which comes to my notice.

Declared this 29<sup>th</sup> day of AUGUST month of 2018 year.



Signature of Staff Member

Name : Dr. Sargeeta Dessai



Government of Goa,  
**DIRECTORATE OF HIGHER EDUCATION**  
 SCERT Building, Alto- Porvorim-Goa PIN 403 521

Tel: 2415585/2410824

Email: estt-dhe.goa@nic.in

No. ADMN/REDRESSAL/SH/01/2018/Vol-II/287 - Dated: 17/06/2019

To,

- 1) The Registrar,  
Goa University.
- 2) All The Principals,  
Govt./Aided Colleges

**Sub:- Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.**

Sir/Madam,

I am directed to refer to the subject cited above and to forward herewith Notice No.1-572/2017-18/DWCD/Writ.(Civil)1224/2017/Vol.III/767 dated 08/05/2019 received from Director & Ex-officio Jt. Secretary to the Government, Women & Child Department, Directorate of Women & Child Development, Panjim for strictly compliance of the instructions contained therein and for taking necessary action in the matter.

You are requested to instruct the Internal Complaint Committee constituted at your college to submit the Annual reports as per the provisions of Section 21(1) of the Act directly to the respective District Officers under intimation to this office.

Yours faithfully,

*(Pranab G. Bhat)*  
 Dy. Director (Admin) IC

Encl:- as above  
 Copy to:-

- 1) The Director & Ex-Officio Jt. Secretary to the Government, Directorate of Women & Child Development, Panjim.
- 2) Mrs Sulksha Borkar, A.A.O., Presiding officer of Internal Complaint Committee, Directorate of Higher Education, Porvorim.

PRABODHANI COLLEGE OF COMMERCE  
 EDUCATION  
 HUMAN RESOURCE MANAGEMENT  
 SOA

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**MOST URGENT  
SUPREME COURT MATTER**



**Directorate of Women & Child Development**  
2<sup>nd</sup> Floor, Old Education Building, 18<sup>th</sup> June Road- Panaji, Goa  
[www.dwcd.goa.gov.in](http://www.dwcd.goa.gov.in)

Phone:- (0832) 2235308 / 2426112 Fax:- (0832) 2424238 e-mail:- [dir-wcd.goa@nic.in](mailto:dir-wcd.goa@nic.in)

No.1-572/2017-18/DWCD/Writ Pet. (Civil) 1224 / 2017/ Vol. III / 767 Date:- 08.05.2019

**NOTICE**

To, All Head dept

Dept. of Higher Education
Inward No. 2046
Date 10.6.19

Adm 0-5

**Sub: Sexual Harassment of Women at Workplace ( Prevention, Prohibition and Redressal ) Act, 2013.**

- Ref: 1) Circular no. 1-181-2001-Sectt. Cell(part)/ 04441, dated 03.03.2014.**  
**2) Circular no. 1-181-2001-Sectt. Cell/,dated 24.07.2014.**  
**3) Press Note issued vide letter no. 1-181-2001-WCD/10366, dated 02.12.2014.**  
**4) Press Note issued vide letter no. 1-572-2017-18/DWCD/Writ Pet.(civil) 1224/2017/8917, dated 23.03.2018.**

Sir,

With reference to the subject cited above this is to inform you that the Sexual harassment of women at workplace results in violation of the fundamental rights of woman to equality as per Article 14 and 15 of her right to live with dignity as mentioned under Article 21 of the Constitution.

The Government India has enacted the **Sexual Harassment of Women at Workplace ( Prevention, Prohibition and Redressal ) Act, 2013**. This Act is an extension on the basis of the Guidelines laid down by the Supreme Court of India in its landmark judgment in the case of Vishakha V/s State of Maharashtra in 1997. The Act ensures a safe working environment for women and provides protection to women at their workplace from any form of sexual harassment and for redressal of any complaints of harassments. This Act is also much wider in scope bringing within its ambit larger areas including even the unorganized and the domestic workers.

A Writ Pet. (Civil) 1224 of 2017 is pending before the Hon'ble Supreme Court, to ensure the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 in all States/Union Territories.

All efforts are being taken by this Directorate to ensure the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 at all workplaces be it public or private or even the unorganized sector, regardless of their age and status of employment time and again.

As per the provisions of Section 5 of the Act, the District Magistrate of North Goa District and South Goa District are appointed as District Officers vide Notification dated 09/05/2014 and published in the Official Gazette Sr. II No.6 dated 9/5/2014.

As per the provisions of Section 6 & 7 of the Act, the Local Complaint Committees are constituted by the District Officer/District Magistrate of North Goa District vide Order dated 14/09/2017, and by the District Officer/District Magistrate of South Goa District vide Order dated 20/09/2017.

All the Mamlatdars in the North Goa District are appointed as "Nodal Officers" for their respective Taluka's by the District Officer/District Magistrate of North Goa District vide Order dated 15/09/2017.

All Chief Officers and Mamlatdars of respective Talukas/ Municipalities are appointed as "Nodal Officers" in their respective jurisdiction by the District Officer/District Magistrate of South Goa District vide Order 22/08/2014.

As per the provisions of Section 4 of the Act, every department/Organization/undertaking/industrial establishment, educational institutions/ private sector organization, hospitals, Sport Institutes, etc are required to constitute Internal Complaint Committee at workplace.

The composition of the Internal Complaint Committee is as under:-

- a) A "Presiding Officer" who shall be a woman employed at a senior level at workplace from amongst the employees;
- b) Not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;
- c) One member from amongst non-governmental organizations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment.

The Committee constituted shall be in force for a period of three years and subsequently it is required to be re-constituted.



As per the Provision 6 (1) of the Act where the Internal Complaint Committee has not been constituted due to having less then 10 workers or if the complaint is against the employee, complaint can be entertained by the Local Complaint Committee.


As per the Provision 6 (2) of the Act, the nodal Officers designated by the District Officers in all block/Taluka i.e. Mamledar & Municipality shall receive the complaints from aggrieved woman and forward them to the respective Local Complaint Committee within a period of seven days.

It is mandatory, as per the provisions of Section 19 of the Act, the employer is required to provide safe working environment, display the gist of the provisions of the Act at any conspicuous place in the workplace, create awareness programmes at regular intervals, to assist women etc.

As per the provisions of Section 21 (1) of the Act, the Internal Complaint Committees are required to submit Annual reports to the respective District Officer.

All the Govt. departments/Organizations/undertakings/ industrial establishments, educational institutions/ private sector organizations, hospitals, Sport Institutes, etc are hereby directed to ensure the implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, failure shall attract penalty which may extend to Rs. 50,000/- as prescribed under Section 26 of the Act for non compliance of the Provision of the Act..

Further all stake holders are hereby directed to display this notice as well as the Order of the constituted Internal Complaint Committee at the prominent place.



( DIPAK DESAI )

Director & Ex-officio Jt-Secretary to the Government  
Women & Child Department

THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE  
(PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

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ARRANGEMENT OF SECTIONS

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THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE  
(PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013

ACT NO. 14 OF 2013

[22nd April, 2013]

An Act to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognised human rights by international conventions and instruments such as Convention on the Elimination of all Forms of Discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India;

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

BE it enacted by Parliament in the Sixty-fourth Year of the Republic of India as follows: —

CHAPTER I

PRELIMINARY

**1. Short title, extent and commencement.**—(1) This Act may be called the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

(2) It extends to the whole of India.

(3) It shall come into force on such date<sup>1</sup> as the Central Government may, by notification in the Official Gazette, appoint.

**2. Definitions.**—In this Act, unless the context otherwise requires, —

(a) “aggrieved woman” means—

(i) in relation to a workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent;

(ii) in relation to dwelling place or house, a woman of any age who is employed in such a dwelling place or house;

(b) “appropriate Government” means—

(i) in relation to a workplace which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly—

(A) by the Central Government or the Union territory administration, the Central Government;

(B) by the State Government, the State Government;

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1. 9th December, 2013, vide notification No. S.O. 3606(E), dated 9th December, 2013, see Gazette of India, Extraordinary, Part II, sec. 3(ii).

(ii) in relation to any workplace not covered under sub-clause (i) and falling within its territory, the State Government;

(c) “Chairperson” means the Chairperson of the Local Complaints Committee nominated under sub-section (1) of section 7;

(d) “District Officer” means an officer notified under section 5;

(e) “domestic worker” means a woman who is employed to do the household work in any household for remuneration whether in cash or kind, either directly or through any agency on a temporary, permanent, part time or full time basis, but does not include any member of the family of the employer;

(f) “employee” means a person employed at a workplace for any work on regular, temporary, *ad hoc* or daily wage basis, either directly or through an agent, including a contractor, with or, without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, apprentice or called by any other such name;

(g) “employer” means—

(i) in relation to any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit of the appropriate Government or a local authority, the head of that department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit or such other officer as the appropriate Government or the local authority, as the case may be, may by an order specify in this behalf;

(ii) in any workplace not covered under sub-clause (i), any person responsible for the management, supervision and control of the workplace.

*Explanation.* —For the purposes of this sub-clause “management” includes the person or board or committee responsible for formulation and administration of policies for such organisation;

(iii) in relation to workplace covered under sub-clauses (i) and (ii), the person discharging contractual obligations with respect to his or her employees;

(iv) in relation to a dwelling place or house, a person or a household who employs or benefits from the employment of domestic worker, irrespective of the number, time period or type of such worker employed, or the nature of the employment or activities performed by the domestic worker;

(h) “Internal Committee” means an Internal Complaints Committee constituted under section 4;

(i) “Local Committee” means the Local Complaints Committee constituted under section 6;

(j) “Member” means a Member of the Internal Committee or the Local Committee, as the case may be;

(k) “prescribed” means prescribed by rules made under this Act;

(l) “Presiding Officer” means the Presiding Officer of the Internal Complaints Committee nominated under sub-section (2) of section 4;

(m) “respondent” means a person against whom the aggrieved woman has made a complaint under section 9;

(n) “sexual harassment” includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) namely:—

- (i) physical contact and advances; or
- (ii) a demand or request for sexual favours; or
- (iii) making sexually coloured remarks; or
- (iv) showing pornography; or
- (v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

(o) “workplace” includes—

(i) any department, organisation, undertaking, establishment, enterprise, institution, office, branch or unit which is established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the appropriate Government or the local authority or a Government company or a corporation or a co-operative society;

(ii) any private sector organisation or a private venture, undertaking, enterprise, institution, establishment, society, trust, non-governmental organisation, unit or service provider carrying on commercial, professional, vocational, educational, entertainment, industrial, health services or financial activities including production, supply, sale, distribution or service;

(iii) hospitals or nursing homes;

(iv) any sports institute, stadium, sports complex or competition or games venue, whether residential or not used for training, sports or other activities relating thereto;

(v) any place visited by the employee arising out of or during the course of employment including transportation by the employer for undertaking such journey;

(vi) a dwelling place or a house;

(p) “unorganised sector” in relation to a workplace means an enterprise owned by individuals or self-employed workers and engaged in the production or sale of goods or providing service of any kind whatsoever, and where the enterprise employs workers, the number of such workers is less than ten.

**3. Prevention of sexual harassment.**—(1) No woman shall be subjected to sexual harassment at any workplace.

(2) The following circumstances, among other circumstances, if it occurs, or is present in relation to or connected with any act or behavior of sexual harassment may amount to sexual harassment:—

- (i) implied or explicit promise of preferential treatment in her employment; or
- (ii) implied or explicit threat of detrimental treatment in her employment ; or
- (iii) implied or explicit threat about her present or future employment status; or
- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

## CHAPTER II

### CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

**4. Constitution of Internal Complaints Committee.**— (1) Every employer of a workplace shall, by an order in writing, constitute a Committee to be known as the “Internal Complaints Committee”:

Provided that where the offices or administrative units of the workplace are located at different places or divisional or sub-divisional level, the Internal Committee shall be constituted at all administrative units or offices.

(2) The Internal Committees shall consist of the following members to be nominated by the employer, namely: —

(a) a Presiding Officer who shall be a woman employed at a senior level at workplace from amongst the employees:

Provided that in case a senior level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the workplace referred to in sub-section(1):

Provided further that in case the other offices or administrative units of the workplace do not have a senior level woman employee, the Presiding Officer shall be nominated from any other workplace of the same employer or other department or organisation;

(b) not less than two Members from amongst employees preferably committed to the cause of women or who have had experience in social work or have legal knowledge;

(c) one member from amongst non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment:

Provided that at least one-half of the total Members so nominated shall be women.

(3) The Presiding Officer and every Member of the Internal Committee shall hold office for such period, not exceeding three years, from the date of their nomination as may be specified by the employer.

(4) The Member appointed from amongst the non-governmental organisations or associations shall be paid such fees or allowances for holding the proceedings of the Internal Committee, by the employer, as may be prescribed.

(5) Where the Presiding Officer or any Member of the Internal Committee, —

(a) contravenes the provisions of section 16; or

(b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or

(c) he has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or

(d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Presiding Officer or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

### CHAPTER III

#### CONSTITUTION OF LOCAL COMPLAINTS COMMITTEE

**5. Notification of District Officer.**—The appropriate Government may notify a District Magistrate or Additional District Magistrate or the Collector or Deputy Collector as a District Officer for every District to exercise powers or discharge functions under this Act.

**6. Constitution and jurisdiction of <sup>1</sup>[Local Committee].**—(1) Every District Officer shall constitute in the district concerned, a committee to be known as the “<sup>1</sup>[Local Committee]” to receive complaints of

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1. Subs. by Act 23 of 2016, s. 3 and the Second Schedule, for “Local Complaints Committee” (w.e.f. 6-5-2016).

sexual harassment from establishments where the <sup>1</sup>[Internal Committee] has not been constituted due to having less than ten workers or if the complaint is against the employer himself.

(2) The District Officer shall designate one nodal officer in every block, taluka and tehsil in rural or tribal area and ward or municipality in the urban area, to receive complaints and forward the same to the concerned <sup>2</sup>[Local Committee] within a period of seven days.

(3) The jurisdiction of the <sup>2</sup>[Local Committee] shall extend to the areas of the district where it is constituted.

**7. Composition, tenure and other terms and conditions of <sup>2</sup>[Local Committee].—**(1) The <sup>2</sup>[Local Committee] shall consist of the following members to be nominated by the District Officer, namely: —

(a) a Chairperson to be nominated from amongst the eminent women in the field of social work and committed to the cause of women;

(b) one Member to be nominated from amongst the women working in block, taluka or tehsil or ward or municipality in the district;

(c) two Members, of whom at least one shall be a woman, to be nominated from amongst such non-governmental organisations or associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, which may be prescribed:

Provided that at least one of the nominees should, preferably, have a background in law or legal knowledge:

Provided further that at least one of the nominees shall be a woman belonging to the Scheduled Castes or the Scheduled Tribes or the Other Backward Classes or minority community notified by the Central Government, from time to time;

(d) the concerned officer dealing with the social welfare or women and child development in the district, shall be a member *ex officio*.

(2) The Chairperson and every Member of the Local Committee shall hold office for such period, not exceeding three years, from the date of their appointment as may be specified by the District Officer.

(3) Where the Chairperson or any Member of the <sup>2</sup>[Local Committee]—

(a) contravenes the provisions of section 16; or

(b) has been convicted for an offence or an inquiry into an offence under any law for the time being in force is pending against him; or

(c) has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him; or

(d) has so abused his position as to render his continuance in office prejudicial to the public interest,

such Chairperson or Member, as the case may be, shall be removed from the Committee and the vacancy so created or any casual vacancy shall be filled by fresh nomination in accordance with the provisions of this section.

(4) The Chairperson or Members of the Local Committee other than the Members nominated under clauses (b) and (d) of sub-section (1) shall be entitled to such fees or allowances for holding the proceedings of the Local Committee as may be prescribed.

**8. Grants and audit.**—(1) The Central Government may, after due appropriation made by Parliament by law in this behalf, make to the State Government grants of such sums of money as the Central

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1. Subs. by Act 23 of 2016, s. 3 and the Second Schedule, for “Internal Complaints Committee” (w.e.f. 6-5-2016).

2. Subs. by s. 3 and the Second Schedule, *ibid.*, for “Local Complaints Committee” (w.e.f. 6-5-2016).



Government may think fit, for being utilised for the payment of fees or allowances referred to in sub-section (4) of section 7.

(2) The State Government may set up an agency and transfer the grants made under sub-section (1) to that agency.

(3) The agency shall pay to the District Officer, such sums as may be required for the payment of fees or allowances referred to in sub-section (4) of section 7.

(4) The accounts of the agency referred to in sub-section (2) shall be maintained and audited in such manner as may, in consultation with the Accountant General of the State, be prescribed and the person holding the custody of the accounts of the agency shall furnish, to the State Government, before such date, as may be prescribed, its audited copy of accounts together with auditors' report thereon.

## CHAPTER IV

### COMPLAINT

**9. Complaint of sexual harassment.**—(1) Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the Internal Committee if so constituted, or the Local Committee, in case it is not so constituted, within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident:

Provided that where such complaint cannot be made in writing, the Presiding Officer or any Member of the Internal Committee or the Chairperson or any Member of the Local Committee, as the case may be, shall render all reasonable assistance to the woman for making the complaint in writing:

Provided further that the Internal Committee or, as the case may be, the Local Committee may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

(2) Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section.

**10. Conciliation.**—(1) The Internal Committee or, as the case may be, the Local Committee, may, before initiating an inquiry under section 11 and at the request of the aggrieved woman take steps to settle the matter between her and the respondent through conciliation:

Provided that no monetary settlement shall be made as a basis of conciliation.

(2) Where settlement has been arrived at under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall record the settlement so arrived and forward the same to the employer or the District Officer to take action as specified in the recommendation.

(3) The Internal Committee or the Local Committee, as the case may be, shall provide the copies of the settlement as recorded under sub-section (2) to the aggrieved woman and the respondent.

(4) Where a settlement is arrived at under sub-section (1), no further inquiry shall be conducted by the Internal Committee or the Local Committee, as the case may be.

**11. Inquiry into complaint.**— (1) Subject to the provisions of section 10, the Internal Committee or the Local Committee, as the case may be, shall, where the respondent is an employee, proceed to make inquiry into the complaint in accordance with the provisions of the service rules applicable to the respondent and where no such rules exist, in such manner as may be prescribed or in case of a domestic worker, the Local Committee shall, if *prima facie* case exist, forward the complaint to the police, within a period of seven days for registering the case under section 509 of the Indian Penal Code (45 of 1860), and any other relevant provisions of the said Code where applicable:

Provided that where the aggrieved woman informs the Internal Committee or the Local Committee, as the case may be, that any term or condition of the settlement arrived at under sub-section (2) of section 10 has not been complied with by the respondent, the Internal Committee or the Local Committee shall proceed to make an inquiry into the complaint or, as the case may be, forward the complaint to the police:

Provided further that where both the parties are employees, the parties shall, during the course of inquiry, be given an opportunity of being heard and a copy of the findings shall be made available to both the parties enabling them to make representation against the findings before the Committee.

(2) Notwithstanding anything contained in section 509 of the Indian Penal Code (45 of 1860), the court may, when the respondent is convicted of the offence, order payment of such sums as it may consider appropriate, to the aggrieved woman by the respondent, having regard to the provisions of section 15.

(3) For the purpose of making an inquiry under sub-section (1), the Internal Committee or the Local Committee, as the case may be, shall have the same powers as are vested in a civil court the Code of Civil Procedure, 1908 (5 of 1908) when trying a suit in respect of the following matters, namely:—

- (a) summoning and enforcing the attendance of any person and examining him on oath;
  - (b) requiring the discovery and production of documents; and
  - (c) any other matter which may be prescribed.
- (4) The inquiry under sub-section (1) shall be completed within a period of ninety days.

## CHAPTER V

### INQUIRY INTO COMPLAINT

**12. Action during pendency of inquiry.**—(1) During the pendency of an inquiry on a written request made by the aggrieved woman, the Internal Committee or the local Committee, as the case may be, may recommend to the employer to—

- (a) transfer the aggrieved woman or the respondent to any other workplace; or
- (b) grant leave to the aggrieved woman up to a period of three months; or
- (c) grant such other relief to the aggrieved woman as may be prescribed.

(2) The leave granted to the aggrieved woman under this section shall be in addition to the leave she would be otherwise entitled.

(3) On the recommendation of the Internal Committee or the Local Committee, as the case may be, under sub-section (1), the employer shall implement the recommendations made under sub-section (1) and send the report of such implementation to the Internal Committee or the Local Committee, as the case may be.

**13. Inquiry report.**—(1) On the completion of an inquiry under this Act, the Internal Committee or the Local Committee, as the case may be, shall provide a report of its findings to the employer, or as the case may be, the District Officer within a period of ten days from the date of completion of the inquiry and such report be made available to the concerned parties.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has not been proved, it shall recommend to the employer and the District Officer that no action is required to be taken in the matter.

(3) Where the Internal Committee or the Local Committee, as the case may be, arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the employer or the District Officer, as the case may be—

(i) to take action for sexual harassment as a misconduct in accordance with the provisions of the service rules applicable to the respondent or where no such service rules have been made, in such manner as may be prescribed;

(ii) to deduct, notwithstanding anything in the service rules applicable to the respondent, from the salary or wages of the respondent such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs, as it may determine, in accordance with the provisions of section 15:

Provide that in case the employer is unable to make such deduction from the salary of the respondent due to his being absent from duty or cessation of employment it may direct to the respondent to pay such sum to the aggrieved woman:

Provided further that in case the respondent fails to pay the sum referred to in clause (ii), the Internal Committee or as, the case may be, the Local Committee may forward the order for recovery of the sum as an arrear of land revenue to the concerned District Officer.

(4) The employer or the District Officer shall act upon the recommendation within sixty days of its receipt by him.

**14. Punishment for false or malicious complaint and false evidence.**—(1) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that the allegation against the respondent is malicious or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the employer or the District Officer, as the case may be, to take action against the woman or the person who has made the complaint under sub-section (1) or sub-section (2) of section 9, as the case may be, in accordance with the provisions of the service rules applicable to her or him or where no such service rules exist, in such manner as may be prescribed:

Provided that a mere inability to substantiate a complaint or provide adequate proof need not attract action against the complainant under this section:

Provided further that the malicious intent on part of the complainant shall be established after an inquiry in accordance with the procedure prescribed, before any action is recommended.

(2) Where the Internal Committee or the Local Committee, as the case may be, arrives at a conclusion that during the inquiry any witness has given false evidence or produced any forged or misleading document, it may recommend to the employer of the witness or the District Officer, as the case may be, to take action in accordance with the provisions of the service rules applicable to the said witness or where no such service rules exist, in such manner as may be prescribed.

**15. Determination of compensation.**—For the purpose of determining the sums to be paid to the aggrieved woman under clause (ii) of sub-section (3) of section 13, the Internal Committee or the Local Committee, as the case may be, shall have regard to—

(a) the mental trauma, pain, suffering and emotional distress caused to the aggrieved woman;

(b) the loss in the career opportunity due to the incident of sexual harassment;

(c) medical expenses incurred by the victim for physical or psychiatric treatment;

(d) the income and financial status of the respondent;

(e) feasibility of such payment in lump sum or in instalments.

**16. Prohibition of publication or making known contents of complaint and inquiry proceedings.**—Notwithstanding anything contained in the Right to Information Act, 2005 (22 of 2005), the contents of the complaint made under section 9, the identity and addresses of the aggrieved woman, respondent and witnesses, any information relating to conciliation and inquiry proceedings, recommendations of the Internal Committee or the Local Committee, as the case may be, and the action taken by the employer or the District Officer under the provisions of this Act shall not be published, communicated or made known to the public, press and media in any manner:

Provided that information may be disseminated regarding the justice secured to any victim of sexual harassment under this Act without disclosing the name, address, identity or any other particulars calculated to lead to the identification of the aggrieved woman and witnesses.

**17. Penalty for publication or making known contents of complaint and inquiry proceedings.**—Where any person entrusted with the duty to handle or deal with the complaint, inquiry or any recommendations or action to be taken under the provisions of this Act, contravenes the provisions of section 16, he shall be liable for penalty in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist, in such manner as may be prescribed.

**18. Appeal.**—(1) Any person aggrieved from the recommendations made under sub-section (2) of section 13 or under clause (i) or clause (ii) of sub-section (3) of section 13 or sub-section (1) or sub-section (2) of section 14 or section 17 or non-implementation of such recommendations may prefer an appeal to the court or tribunal in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist then, without prejudice to provisions contained in any other law for the time being in force, the person aggrieved may prefer an appeal in such manner as may be prescribed.

(2) The appeal under sub-section (1) shall be preferred within a period of ninety days of the recommendations.

## CHAPTER VI

### DUTIES OF EMPLOYER

**19. Duties of employer.**— Every employer shall—

(a) provide a safe working environment at the workplace with shall include safety from the persons coming into contact at the workplace;

(b) display at any conspicuous place in the workplace, the penal consequences of sexual harassments; and the order constituting, the Internal Committee under sub-section (1) of section 4;

(c) organise workshops and awareness programmes at regular intervals for sensitising the employees with the provisions of the Act and orientation programmes for the members of the Internal Committee in the manner as may be prescribed;

(d) provide necessary facilities to the Internal Committee or the Local Committee, as the case may be, for dealing with the complaint and conducting an inquiry;

(e) assist in securing the attendance of respondent and witnesses before the Internal Committee or the Local Committee, as the case may be;

(f) make available such information to the Internal Committee or the Local Committee, as the case be, as it may require having regard to the complaint made under sub-section (1) of section 9;

(g) provide assistance to the woman if she so chooses to file a complaint in relation to the offence under the Indian Penal Code (45 of 1860) or any other law for the time being in force;

(h) cause to initiate action, under the Indian Penal Code (45 of 1860) or any other law for the time being in force, against the perpetrator, or if the aggrieved woman so desires, where the perpetrator is not an employee, in the workplace at which the incident of sexual harassment took place;

(i) treat sexual harassment as a misconduct under the service rules and initiate action for such misconduct;

(j) monitor the timely submission of reports by the Internal Committee.

## CHAPTER VII

### DUTIES AND POWERS OF DISTRICT OFFICER

**20. Duties and powers of District Officer.**—The District Officer shall, —

(a) monitor the timely submission of report furnished by the Local Committee;

(b) take such measures as may be necessary for engaging non-governmental organisations for creation of awareness on sexual harassment and the rights of the women.

## CHAPTER VIII

### MISCELLANEOUS

**21. Committee to submit annual report.**—(1) The Internal Committee or the Local Committee, as the case may be, shall in each calendar year prepare, in such form and at such time as may be prescribed, an annual report and submit the same to the employer and the District Officer.

(2) The District Officer shall forward a brief report on the annual reports received under sub-section (1) to the State Government.

**22. Employer to include information in annual report.**—The employer shall include in its report the number of cases filed, if any, and their disposal under this Act in the annual report of his organisation or where no such report is required to be prepared, intimate such number of cases, if any, to the District Officer.

**23. Appropriate Government to monitor implementation and maintain data.**—The appropriate Government shall monitor the implementation of this Act and maintain date on the number of cases filed and disposed of in respect of all cases of sexual harassment at workplace.

**24. Appropriate Government to take measures to publicise the Act.**—The appropriate Government may, subject to the availability of financial and other resources, —

(a) develop relevant information, education, communication and training materials, and organise awareness programmes, to advance the understanding of the public of the provisions of this Act providing for protection against sexual harassment of woman at workplace;

(b) formulate orientation and training programmes for the members of the <sup>1</sup>[Local Committee].

**25. Power to call for information and inspection of records.**—(1) The appropriate Government, on being satisfied that it is necessary in the public interest or in the interest of women employees at a workplace to do so, by order in writing,—

(a) call upon any employer or District Officer to furnish in writing such information relating to sexual harassment as it may require;

(b) authorise any officer to make inspection of the records and workplace in relation to sexual harassment, who shall submit a report of such inspection to it within such period as may be specified in the order.

(2) Every employer and District Officer shall produce on demand before the officer making the inspection all information, records and other documents in his custody having a bearing on the subject matter of such inspection.

**26. Penalty for non-compliance with provisions of Act.**—(1) Where the employer fails to—

(a) constitute an Internal Committee under sub-section (1) of section 4;

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1. Subs. by Act 23 of 2016, s. 3 and the Second Schedule, for “Local Complaints Committee” (w.e.f. 6-5-2016).

(b) take action under sections 13, 14 and 22; and

(c) contravenes or attempts to contravene or abets contravention of other provisions of this Act or any rules made thereunder,

he shall be punishable with fine which may extend to fifty thousand rupees.

(2) If any employer, after having been previously convicted of an offence punishable under this Act subsequently commits and is convicted of the same offence, he shall be liable to—

(i) twice the punishment, which might have been imposed on a first conviction, subject to the punishment being maximum provided for the same offence:

Provided that in case a higher punishment is prescribed under any other law for the time being in force, for the offence for which the accused is being prosecuted, the court shall take due cognizance of the same while awarding the punishment;

(ii) cancellation, of his licence or withdrawal, or non-renewal, or approval, or cancellation of the registration, as the case may be, by the Government or local authority required for carrying on his business or activity.

**27. Cognizance of offence by courts.**—(1) No court shall take cognizance of any offence punishable under this Act or any rules made thereunder, save on a complaint made by the aggrieved woman or any person authorised by the Internal Committee or Local Committee in this behalf.

(2) No court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try any offence punishable under this Act.

(3) Every offence under this Act shall be non-cognizable.

**28. Act not in derogation of any other law.**—The provisions of this Act shall be in addition to and not in derogation of the provisions of any other law for the time being in force.

**29. Power of appropriate Government to make rules.**—(1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

(2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—

(a) the fees or allowances to be paid to the Members under sub-section (4) of section 4;

(b) nomination of members under clause (c) of sub-section (1) of section 7;

(c) the fees or allowances to be paid to the Chairperson, and Members under sub-section (4) of section 7;

(d) the person who may make complaint under sub-section (2) of section 9;

(e) the manner of inquiry under sub-section (1) of section 11;

(f) the powers for making an inquiry under clause (c) of sub-section (2) of section 11;

(g) the relief to be recommended under clause (c) of sub-section (1) of section 12;

(h) the manner of action to be taken under clause (i) of sub-section (3) of section 13;

(i) the manner of action to be taken under sub-sections (1) and (2) of section 14;

(j) the manner of action to be taken under section 17;

(k) the manner of appeal under sub-section (1) of section 18;

(l) the manner of organising workshops, awareness programmes for sensitising the employees and orientation programmes for the members of the Internal Committee under clause (c) of section 19; and

(m) the form and time for preparation of annual report by Internal Committee and the Local Committee under sub-section (1) of section 21.

(3) Every rule made by the Central Government under this Act shall be laid as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

(4) Any rule made under sub-section (4) of section 8 by the State Government shall be laid, as soon as may be after it is made, before each House of the State Legislature where it consists of two Houses, or where such Legislature consists of one House, before that House.

**30. Power to remove difficulties.**— (1) If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions, not inconsistent with the provisions of this Act, as may appear to it to be necessary for removing the difficulty:

Provided that no such order shall be made under this section after the expiry of a period of two years from the commencement of this Act.

(2) Every order made under this section shall be laid, as soon as may be after it is made, before each House of Parliament.



Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

**Project POSH : One Day Workshop on POSH Act for the Internal Committee.**

message

Director Higher Education Goa <dir-dhe.goa@nic.in>

Mon, Sep 12, 2022 at 5:42 PM

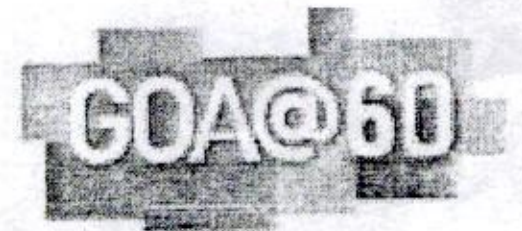
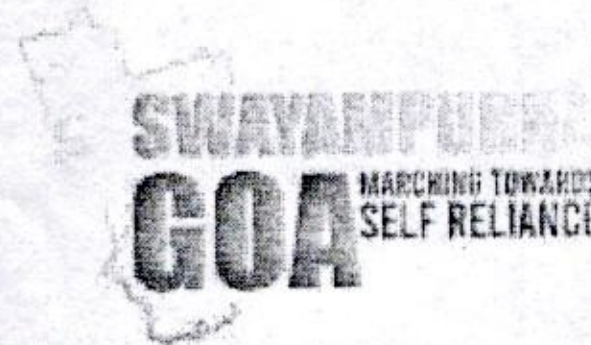
To: fragnelcol@rediffmail.com, principal <principal@fragnelcollege.edu.in>, bandekar college <info@dmscollege.ac.in>, "bandekar college.office" <office@dmscollege.ac.in>, sridoracaculo college <caculocollege@gmail.com>, vidyaprabodhini college <vidyaprabodhinigoa@gmail.com>, "Xavier's college, Mapusa" <xavierscollege1963@gmail.com>, ganpatparsekareducation <ganpatparsekareducation@hotmail.com>, hpsm1967 <hpsm1967@gmail.com>, scseg porvorim <scseg.porvorim@yahoo.in>, ddbedt <ddbedtc@gmail.com>, aitdgoa <aitdgoa@gmail.com>  
Cc: saigankar law college <vmscl@rediffmail.com>

Sir/Madam,

Kindly find attached herewith the letter on the subject cited above, for information and necessary action.

Regards,

Office of the Director  
Directorate of Higher Education



Project Post - One Day Workshop.pdf  
591K

*Dr. Anil Tosare*

*Mail sent on 20-09-2022 at 3.15 pm.*

VIDYAPROBODHINI COLLEGE OF COMMERCE  
EDUCATION COMPLIANCE AND MANAGEMENT  
SALGANKAR LAW COLLEGE

Inward No. 405  
Date 13/09/2022

*[Signature]*

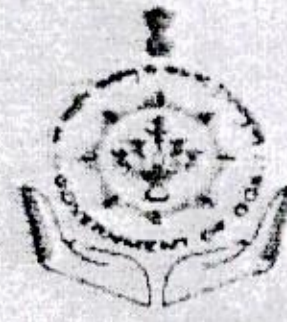
~~Staff secretary  
[Signature]~~

*Convener, Internal Complaint Committee  
to attend/dep nte representative.*

~~13/09/2022~~

~~14/09/2022~~





GOVERNMENT OF GOA  
**DIRECTORATE OF HIGHER EDUCATION**  
New SCERT Building, Alto Porvorim Goa

No:DEV/MISC/WKSHOP POSH ACT/100/2022 | 19242 Dated:12/09/2022

To,

The Principal,

- Fr. Agnel College of Arts & Commerce, Pillar-Goa
- Dnyanprassarak Mandal's College and Research Centre, Assagao, Bardez-Goa
- S.V's Sridora Caculo College of Commerce & Management Studies, Khorlim, Mapusa, Goa
- Vidya Prabodhini College of Commerce, Education, Computer and Management, Vidya Nagar, Parvari-Goa 403521
- St. Xavier's College of Arts, Science & Commerce, Mapusa, Goa
- HPSM's Ganpat Parsekar College of Education, Harmal-Goa
- Sanjay Centre for Special Education, Porvorim,
- Agnel Institute of Technology and Design Assagao, Bardez, Goa 403507

**Sub: PROJECT POSH: One Day Workshop on POSH Act for the Internal Committee**

Sir/Madam,

It is a statutory requirement for every institution to constitute an Internal Committee under the Sexual Harassment of Women (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act). Even though IC have been constituted, the proactive role of the IC in promoting gender sensitization and the role and the functions of IC are not always comprehended and implemented effectively. Also, the procedure to be followed in case of a complaint, the responsibilities of the employers, the consequences of any non-compliance are all aspects that need meticulous understanding.

I am directed to inform you that V.M.Salgaocar College of Law in association with Goa Institute of Public Administration and Rural Development (GIPARD) and the Directorate of Higher Education (DHE), under PROJECT POSH, is holding a One Day Workshop for training the members of Internal Committee of the various institutions. You are requested to depute the Chairperson and 4 members (in the absence of Chairperson, 5 members) of the IC of your institution to attend the One Day Workshop to be held on 29<sup>th</sup> September 2022 at Dnyanprassarak Mandal's College and Research Centre, Assagao, Bardez-Goa. The workshop duration will be from 10.00am to 5.00pm, and is designed to train the IC members to understand the law and the underlying concepts, the role and functions of IC, and the procedure to be followed in case of a complaint.

You are requested to send the names of the participants, along with their details in the following format on or before 23<sup>th</sup> September 2022 by email to [projectposh@nic.in](mailto:projectposh@nic.in)

Sl.No	Name of Participant	Designation in the Institution	Designation in the IC	Email and Phone no.
1.				
2.				
3.				
4.				
5.				
6.				

For any assistance, please contact Prof. DR. M.R.K.Prasad, Coordinator, PROJECT POSH Ph.No. 7350198881 or Dr. Sandhya Ram S A, Associate Professor, Co-coordinator, PROJECT POSH Ph.No: 9823994865

Kindly find attached the concept note of the worksnop.

Yours faithfully,

(Vipul M. Ghare)  
Assistant Director (DEV)

Encl. as above

Copy to:

1. The Principal, V. M. Salgaocar College of Law, Miramar Panaji- Goa.
2. Office Copy
3. G/F

# project

POSH

## for an inclusive workplace Concept Note

Equality in public employment is a constitutionally guaranteed fundamental right for the citizens of this country. Gender equality and non-discrimination are envisaged not only at the stage of recruitment, appointment, promotion, and other matters pertaining to service conditions but also encompasses a favourable working atmosphere where women are free to pursue their profession and occupation in a dignified manner. Sexual harassment at the workplace undermines such equality, and it is incumbent on Internal Complaints Committee to oversee that the Sexual Harassment of Women (Prevention, Prohibition and Redressal) Act, 2013 (POSH Act) is effectively implemented to maintain the working atmosphere at workplace.

Project POSH aims to provide essential training to the stakeholders, especially the employers and Chairperson/members of the Internal Committee, regarding the law and procedure. This will go a long way towards effectively and meaningfully implementing the POSH Act, 2013, and the larger constitutional basis of substantive gender equality.

The objectives of the program are as follows:

- a) To enable the participants to comprehend the legal concepts, constitutional foundation and the purpose of the law
- b) To make clear the role, functions and responsibilities of the "employer" and the IC
- c) To train the participants meticulously on identifying and effectively redressing sexual harassment at workplace, and take up measures to prevent such violations at their workplaces
- d) To sensitize the participants on the true ambit of the law and empower them to take up further awareness programs in their home departments/institutions
- e) To conduct an elaborate workshop on the practical aspects of dealing with a complaint of sexual harassment at workplace

### **Outcome of the workshop**

- a) The Members of the IC will understand the statutory responsibilities vested in them and the consequences for breach.
- b) The participants will have clarity on the proper composition of IC.
- c) The IC will comprehend its pro-active role under the Act, in preventing sexual harassment at workplace.
- d) The Members of IC will understand the procedural aspects of dealing with a complaint and able to handle the complaints.

GOVERNMENT OF GOA  
**DIRECTORATE OF HIGHER EDUCATION**  
New SCERT Building, Alto Porvorim - Goa

No: **DEV/MISC/WKSHOP-POSH ACT/100/2022 / 18242**

Dated: 12/09/2022

To.

The Principal,

- a. Fr. Agnel College of Arts & Commerce, Pillar-Goa
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Staff Secretary  
FNA

13/09/2022

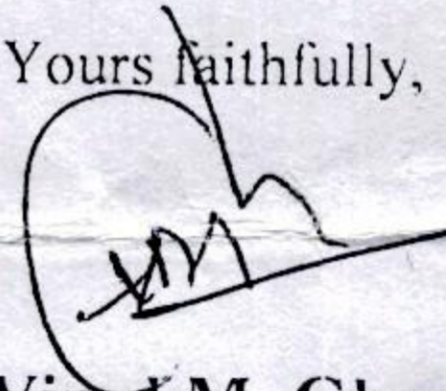
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Kindly find attached the concept note of the workshop.

Yours faithfully,



(Vipul M. Ghare)  
Assistant Director (DEV)

Incl: as above

Copy to:

1. The Principal, V. M. Salgaocar College of Law, Miramar Panaji- Goa.
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## project

POSH

### for an inclusive workplace Concept Note

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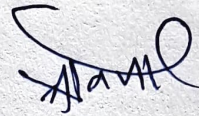
**NOTICE  
STUDENTS  
(2022-23)**

This is to inform all the students that the Internal Complaint Committee of the college will be organizing Workshop on POSH Act 2013 on 30<sup>th</sup> to 31<sup>st</sup> January 2023.

All the interested students are requested to attend the same.

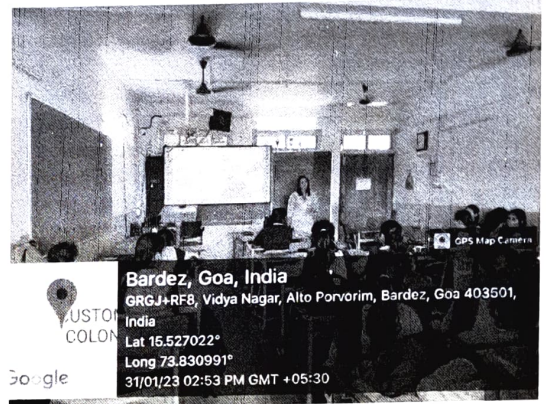
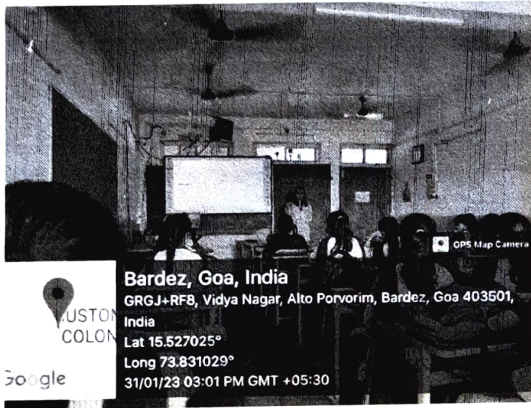
Date: 20<sup>th</sup> January 2023



  
**PRINCIPAL**

## ACTIVITY REPORT

### Event Details



**Name of the Event:** POSH ACT, 2013

**Academic Year:** 2022-23

**Type of the Event:** Workshop

**Reach of the Event:** Local

**Mode of Event:** Offline

**Date of Event:** From 30-01-2023 To 31-01-2023

**No of Day(s):** Two-Day

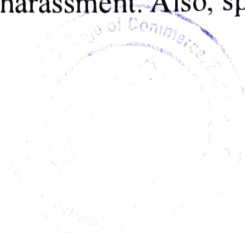
**Venue:** FOURTH YEAR B.A.B.ED A & B CLASS

**Objectives of the Event:** To make students aware about the POSH Act, 2014 and the working of the Internal Complaints committee.

**Outcomes of the Event:** The students will be better aware of when to, how to and where to report a complaint in case of any sexual harassment or sexual abuse situation.

**A brief write-up about the Event (in about 300 words):**

Introduction to the POSH Act, 2013. Guiding the students how to go about filing a complaint. And making them aware as to what is considered to be sexual harassment. Also, spreading





POSH awareness to all the students about their roles and responsibilities in the college through this workshop.

**Event Category:** Co-curricular

### Participants' Details

Expected number of Participants:

Local	State	National	International	Total Delegates
90	0	0	0	90

### Resource Persons' Details

**Name of the Resource person:** MS. SHRISHTI S. TAMANKAR

**Institutional Affiliation:** VIDYA PRABODHINI COLLEGE OF COMMERCE, EDUCATION, COMPUTER AND MANAGEMENT, PARVARI GOA

**Area of expertise(in brief):** COUNSELLING, PSYCHOLOGY

### Event Coordinator Details

**Name of the Department/Committee:** INTERNAL COMPLAINTS COMMITTEE

**Name of the Event Co-ordinator:** DR. MANISHA V. KULKARNI

**Event Co-ordinator email address:** manishakulkarni1976@gmail.com

**Event Co-ordinator Mobile Number:** 9421115847

**Name of the Co-coordinator:** MS. SHRISHTI S. TAMANKAR

**Signature of the Coordinator** 

**Signature of the Co-coordinator:**

**Signature of the Head of the Department:**



**Signature of the Principal:**



**Date:** 07-02-2023

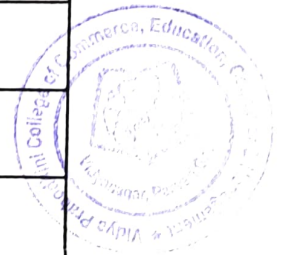
**Place:** Parvari, Goa



POSTHART, 2023  
FOURTH YEAR.B.A.B.ED. STUDENT LIST-2022-2023 (DIVISION-A)

30/01/2023

Sr. No	Roll No	Name	Sign
1	1914124	Kavita Pandurang Gaude	Gaude
2	1914131	Yashasvi Brahmanand Naik	Naik
3	1914136	Brinda Babal Bhonsle	Bhonsle
4	1914140	Prajakta Ramray Bayekar	Bayekar
5	1914146	Rochelle Godinho	Godinho
6	1914147	Roshni Ramdas Nalbagkar	Nalbagkar
7	1914150	Ashvita Anand Tari	Tari
8	1914151	Madkar Tanavi Bhiva	Madkar
9	1914152	Mahima Manuel Menezes	Mahima
10	1914153	Sailee Dinesh Amonkar	Amonkar
11	1914207	Chandrakala Arjun Malik	Malik
12	1914208	Mamata Rajesh Rai	Rai
13	1914209	Ratishma Ganesh Girap	Girap
14	1914210	Richa Dilip Gaonkar	-
15	1914212	Chetali Devanand Karbotkar	Karbotkar
16	1914214	Mahima Ladu Gaonkar	-
17	1914215	Preeti Prabhakar-Naik	Naik
18	1914224	Frana Lobo	Lobo



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FOURTH YEAR.B.A.B.Ed. STUDENT LIST-2022-2023 (DIVISION-B) 31/01/2023

Sr. No	Roll Number	Name	Sign
29	1914122	Divya Rajan Sangodkar	
30	1914123	Divya Umesh Melekar	-
31	1914125	Purnima Sonaji Patil	
32	1914126	Sidhi Harichandra Dhargalkar	
33	1914127	Sonia Tanu Kankonkar	
34	1914128	Sonika Sudhakar Gawas	
35	1914129	Tanvi Tanaji Bane	
36	1914130	Vidhi Dnyaneshwar Raut	
37	1914144	Prajakta Premanand Gaonkar	
38	1914145	Nisha Anand Korgaonkar	
39	1914148	Shivani Vishwanath Bugde	
40	1914149	Vaibhavi Surya Kinalkar	
41	1914223	Anisha Shashikant Tari	
42	1914225	Francy Custodio Godinho	
43	1914226	Gayatri Balkrishna Kadam	
44	1914228	Meetali Yeshwant Joshi	
45	1914229	Samiksha Gurudas Parwadkar	
46	1914233	Snesha Santosh Borkar	
47	1914234	Vibha Vasudev Salelkar	
48	1914235	Vishaka Vijay Paryekar	



FOURTH YEAR. B.A.B.Ed. STUDENT LIST-2022-2023 (DIVISION-B)

31/01/2023

Sr. No	Roll Number	Name	Sign
1	1914101	Amisha Pundalik Mahale	<i>Mahale</i>
2	1914103	Dixita Ramakant Salelkar	<i>Salelkar</i>
3	1914104	Pooja Pradeep Keni	<i>Keni</i>
4	1914105	Preeti Dewoo Parab	<i>Parab</i>
5	1914106	Regina Caridade Fernandes	<i>Regina</i>
6	1914107	Saitam Subhash Kalekar	<i>Kalekar</i>
7	1914108	Simran Santosh Sankhalkar	<i>Simran</i>
8	1914109	Simran Sudesh Parodkar	<i>Parodkar</i>
9	1914110	Sejal Pradeep Shetye	<i>Shetye</i>
10	1914115	Vedha Narayan Gawade	<i>Gawade</i>
11	1914201	Richa Manohar Bujji	<i>Bujji</i>
12	1914202	Shivani Raghoba Shetgaonkar	<i>Shetgaonkar</i>
13	1914203	Tanaya Dayanand Rawal	<i>Rawal</i>
14	1914102	Amrita Nimay Samuy	<i>Samuy</i>
15	1914111	Saloni Santosh Naik	<i>Naik</i>
16	1914118	Rhitika Rajendra Shetye	<i>Shetye</i>
17	1914204	Vaishnavi Ladu Dhulapkar	<i>Dhulapkar</i>
18	1914205	Vardha Vilas Harmalkar	<i>Harmalkar</i>
19	1914211	Anisha Umesh Naik	-
20	1914213	Ganesh Damodar Arondekar	<i>Arondekar</i>
21	1914216	Saisha Shivdas Palyekar	<i>Palyekar</i>
22	1914217	Sakshi Sham Naik	<i>Naik</i>
23	1914218	Siddhika Shivanand Gadekar	<i>Gadekar</i>
24	1914219	Sneha Shravan Vaingankar	<i>Vaingankar</i>
25	1914220	Sonia Ghansham Morajkar	<i>Morajkar</i>
26	1914221	Teja Tukaram Chodankar	<i>Chodankar</i>
27	1914120	Archana Achut Gawas	<i>Gawas</i>
28	1914121	Ashveta Ashok Parab	<i>Parab</i>



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POSH ACT, 2013  
FOURTH YEAR.B.A.B.ED. STUDENT LIST-2022-2023 (DIVISION-A)

30/01/2023

Sr. No	Roll No	Name	Sign
37	1914116	Dhanashree Raghuvir Salgaonkar	<i>Salgaonkar</i>
38	1914117	Richa Rajesh Redkar	<i>Redkar</i>
39	1914119	Vaibhavi Tulsidas Tarale	<i>Tarale</i>
40	1914133	Akshata Ashok Mainkar	<i>Mainkar</i>
41	1914134	Aniket Anand Kavthankar	-
42	1914135	Apeksha Tilu Naik	<i>Naik</i>
43	1914137	Gauri Nagendra Gawander	<i>Gawander</i>
44	1914138	Harshada Deepak Chari	<i>Chari</i>
45	1914139	Laxmi Mahesh Dhargalkar	<i>Dhargalkar</i>
46	1914141	Utkarsha Umesh Raut	-
47	1914142	Viraj Anil Ghadi	-
48	1914154	Sejal Vithal Korgaonkar	<i>Korgaonkar</i>
49	1914206	Valanca Eva Pereira	-
50	1914222	Chaitali Dulo Gawas	<i>Gawas</i>

*[Signature]*

POSH ACT, 2013  
FOURTH YEAR. B.A.B.ED. STUDENT LIST-2022-2023 (DIVISION-A)

30/01/2023

Sr. No	Roll No	Name	Sign
19	1914227	Lorraine Celestine Sequeira	<i>L Sequeira</i>
20	1914230	Shreya Vaman Naik	-
21	1914231	Shruti Vaman Uskaikar	<i>S Uskaikar</i>
22	1914232	Siya Anant Satardekar	<i>Satardekar</i>
23	1914236	Vishva Yeshwant Govenkar	<i>Govenkar</i>
24	1914237	Avyakta Arun Bhonsle	<i>A Bhonsle</i>
25	1914238	Kshitij Kamlakant Shetkar	<i>K Shetkar</i>
26	1914239	Naaz Sanadi	<i>Sanadi</i>
27	1914240	Pooja Ravishankar	<i>P Ravishankar</i>
28	1914241	Prachi Prakash Gaude	<i>P Gaude</i>
29	1914242	Richa Virendra Halankar	<i>R Halankar</i>
30	1914243	Shaisha Shabi Malvankar	<i>S Malvankar</i>
31	1914244	Simran Pramodh	<i>Simran</i>
32	1914245	Sudiksha Sudhakar Naik	<i>S Naik</i>
33	1914246	Sushmita Datta Mauskar	<i>S Mauskar</i>
34	1914112	Bhakti Dhaku Pagui	<i>B Pagui</i>
35	1914113	Chawan Lapita Laxman	<i>Laxman</i>
36	1914114	Kirtika Sadanand Pagi	<i>K Pagi</i>



*Satanand*



॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S  
**VIDYA PRABODHINI COLLEGE**  
**OF COMMERCE, EDUCATION, COMPUTER & MANAGEMENT**  
(Recognised by Govt. of Goa, UGC under Section 2(f) and 12(B) of the UGC Act 1956 & Affiliated to  
Goa University) and Approved by NCTE  
Accredited by NAAC with B+ Grade on a Seven Point Scale under New Framework (1st Cycle)



## ‘Workshop on POSH Act 2013’ workshop held on 31-01-2023





PRABODHAN EDUCATION SOCIETY'S

# VIDYA PRABODHINI COLLEGE OF COMMERCE, EDUCATION, COMPUTER & MANAGEMENT

(Recognised by Govt. of Goa, UGC under Section 2(f) and 12(B) of the UGC Act 1956 & Affiliated to  
Goa University) and Approved by NCTE

Accredited by NAAC with B+ Grade on a Seven Point Scale under New Framework (1st Cycle)



॥ विद्या सर्वस्य भूषणम् ॥



**Penha de França, Goa, India**

GRGJ+J9W, Porvorim, Penha de França, Goa 403501, India

Lat 15.52682°

Long 73.831054°

17/01/23 12:40 PM GMT +05:30



**NOTICE  
FACULTY  
(2022-23)**

This is to inform all the faculty members that the Internal Complaint Committee of the college will be organizing Workshop on awareness of Sexual Harassment on 02<sup>nd</sup> June 2023.

All are requested to take note of the same.

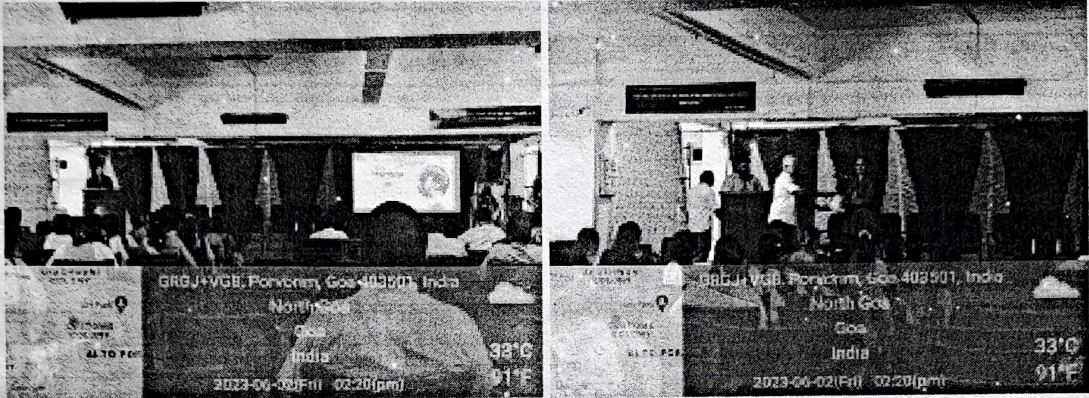
Date: 20<sup>th</sup> May 2023



*[Handwritten Signature]*  
**PRINCIPAL**

## ACTIVITY REPORT

### Event Details



#### **AWARENESS ON**

**Name of the Event:** SEXUAL HARASSMENT

**Academic Year:** 2022-23

**Type of the Event:** Workshop

**Reach of the Event:** Local

**Mode of Event:** Offline

**Date of Event:** From 02-06-2023 To 02-06-2023

**No of Day(s):** One-Day

**Venue:** Stilt area, Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari Goa.

**Objectives of the Event:** The objective of the workshop was to sensitise the staff members of Parbodhan Education Society about recognising behaviours that constitute as sexual harassment. Also, to make them aware of the policy on these issues and the support system available at the Institute.

**Outcomes of the Event:** To recognise the behaviours that constitute as harassment, sexual harassment and by the abuse by an individual/ group in the institute.

Identify how you can play a positive role in preventing these problems and how to take action should they occur.

**A brief write-up about the Event (in about 300 words):**

The workshop intends to educate the staff members on what sexual harassment is and how it can be prevented in the institution in order to spur discussion about the roles that interplay and should play in its prevention.

**Event Category:** Co-curricular

### Participants' Details

Expected number of Participants:

Local	State	National International	Total Delegates
120	0	0 0	120

### Resource Persons' Details

**Name of the Resource person:** Ms. Shrishti Sandeep Tamankar.

**Institutional Affiliation:** Vidya Prabodhini College of Commerce, Education, Computer and Management, Pravari Goa

**Area of expertise(in brief):** Counselling Psychology

### Event Coordinator Details

**Name of the Department/Committee:** Internal Committee

**Name of the Event Co-ordinator:** Dr. Manisha V. Kulkarni

**Event Co-ordinator email address:** manishakulkarni1976@gmail.com

**Event Co-ordinator Mobile Number:** 9421115847

**Name of the Co-coordinator:** Ms. Shrishti S. Tamankar

**Signature of the Coordinator:**

*Manisha V. Kulkarni*

**Signature of the Co-coordinator:**

*Shrishti S. Tamankar*

**Signature of the Head of the Department:**

*Manisha V. Kulkarni*  
8/2/2023

**Signature of the Principal:**

*Manisha V. Kulkarni*  
10/07/2023

**Date:** 14-06-2023

**Place:** Parvari, Goa.



# SEXUAL HARASSMENT - PRECAUTION AND PREVENTION

PRABODHAN EDUCATION SOCIETY'S

## VIDYA PRABODHINI COLLEGE

OF COMMERCE, EDUCATION, COMPUTER & MANAGEMENT,  
PARVARI - GOA

The following teachers attended a workshop for teachers organised by management on 03<sup>rd</sup> June, 2023 (Third Day) from 08:00 a.m. to 05:00 p.m. in the college campus.

Sr.	Name	03/06/2023			
		Session 1	Session 2	Session 3 SEXUAL HARASSMENT PRECAUTION AND PREVENTION	Session 4
1.	Dr. Anil T. Thosare	—	—	—	—
2.	Dr. Arun R. Marathe	—	—	—	—
3.	Dr. Ujvala M. Hanjunker	<i>Ujvala</i>	<i>Ujvala</i>	<i>Ujvala</i>	<i>Ujvala</i>
4.	Dr. Sunny R. Kanekar	—	—	—	—
5.	Shri. Rudresh U. Mhamal	<i>Rudresh</i>	<i>Rudresh</i>	<i>Rudresh</i>	<i>Rudresh</i>
	Dr. Pinkesh D. Dhabolkar	<i>Pinkesh</i>	<i>Pinkesh</i>	<i>Pinkesh</i>	<i>Pinkesh</i>
7.	Dr. Varsha B. Ingalhalli	—	—	—	—
8.	Shri. Kedarnath S. Tadkod	—	—	—	—
9.	Shri. Nitesh D. Naik	<i>Nitesh</i>	<i>Nitesh</i>	<i>Nitesh</i>	<i>Nitesh</i>
10.	Shri. Sunny S. Pandhre	<i>Pandhre</i>	<i>Pandhre</i>	<i>Pandhre</i>	<i>Pandhre</i>
11.	Shri. Darshan S. Gaonkar	<i>Darshan</i>	<i>Darshan</i>	<i>Darshan</i>	<i>Darshan</i>
12.	Shri. Pankaj P. Shirodker	<i>Shirodker</i>	<i>Shirodker</i>	<i>Shirodker</i>	<i>Shirodker</i>
13.	Ms. Shamal K. Dessai	—	—	—	—
14.	Dr. Sagar P. Mali	<i>Sagar</i>	<i>Sagar</i>	<i>Sagar</i>	<i>Sagar</i>
15.	Dr. Uaddhav V. Pol	<i>Uaddhav</i>	<i>Uaddhav</i>	<i>Uaddhav</i>	<i>Uaddhav</i>
16.	Dr. Priya S. Gosavi	<i>Priya</i>	<i>Priya</i>	<i>Priya</i>	<i>Priya</i>
	Dr. Sangeeta R. Dessai	—	—	—	—
18.	Dr. Manisha V. Kulkarni	<i>Manisha</i>	<i>Manisha</i>	<i>Manisha</i>	<i>Manisha</i>
19.	Dr. Sonali K. Shankwalker	<i>Sonali</i>	<i>Sonali</i>	<i>Sonali</i>	<i>Sonali</i>
20.	Shri. Kalidas M. Mhamal	<i>Kalidas</i>	<i>Kalidas</i>	<i>Kalidas</i>	<i>Kalidas</i>
21.	Shri. Kuldeep A. Kamat	<i>Kuldeep</i>	<i>Kuldeep</i>	<i>Kuldeep</i>	<i>Kuldeep</i>
22.	Ms. Yogita M. Gauns	—	—	—	—
23.	Ms. Yogita K. Chodankar	<i>Yogita</i>	<i>Yogita</i>	<i>Yogita</i>	<i>Yogita</i>
24.	Shri. Darshan S. Kandolkar	—	—	—	—
25.	Shri. Rahul T. Gawas	<i>Rahul</i>	<i>Rahul</i>	<i>Rahul</i>	<i>Rahul</i>
26.	Dr. Shailesh G. Chodankar	<i>Shailesh</i>	<i>Shailesh</i>	<i>Shailesh</i>	<i>Shailesh</i>
27.	Shri. Saish S. Nayak Dalal	—	—	—	—
28.	Ms. Dhanashri S. Balo	—	—	—	—
29.	Ms. Deeksha S. Naik Talaulikar	—	—	—	—



*Signature*



*Handwritten signature*

Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

**Fwd: Women Helpline Number**

1 message

**Renji George Amballoor** <acad2aided-dhe.goa@gov.in>

Tue, Nov 2, 2021 at 10:38 AM

To: fragnelcol@rediffmail.com, principal@fragnelcollege.edu.in, principal@dempocollege.edu.in, principal@cescollege.ac.in, zantyeedu@rediffmail.com, info@dmscollege.ac.in, dbarolkar@rediffmail.com, shreemallikarjuncollege@gmail.com, vmscl@rediffmail.com, caculocollege@gmail.com, karelaw\_goa@rediffmail.com, niegoa@gmail.com, principal.sdcc@vvm.edu.in, dhemp@rediffmail.com, principal@chowgules.ac.in, mescollege1@gmail.com, mescollege1@rediffmail.com, gvm.educol@gmail.com, vidyaprabodhinigoa@gmail.com, rosarycollege.1990@gmail.com, principal@rosarycollege.org, carmelcollege64@gmail.com, principal@carmelcollegegoa.org, gvmcce@yahoo.in, cescac21@yahoo.co.in, xavierscollege1963@gmail.com, pessrsncol@gmail.com, gmfcgoa2013@gmail.com, svvmcollege@yahoo.com, hpsm1967@gmail.com, ganpatparsekareducation@hotmail.com, dbcaoffice2015@gmail.com, donboscogoa@rediffmail.com, principal@sjvc.ac.in, officegrklaw@vvm.edu.in, principal.grkl@vvm.edu.in, prin.kala.academy@unigoa.ac.in, collegeoftheatrearts.ka@gmail.com, ramrao@unigoa.ac.in, sainursingstitute@gmail.com, sbrahmavid.goa@gmail.com, tapobhoomigoa@gmail.com, scseg.porvorim@yahoo.in, principalddtcb20@gmail.com, sinharoygargi@gmail.com, mandrecollege@yahoo.co.in, gcascnql@bsnl.in, gcascsc@gmail.com, gcascck@rediffmail.com, principalgchs@rediffmail.com, gcacpg@yahoo.co.in, gcc.margao@gmail.com, goacollegeofmusic@gmail.com, govtcollegequepem@gmail.com, Goa Registrar <registrar@unigoa.ac.in>

Sir/Madam,

Please find attached herewith letter received from Member Secretary, National Commission of Women regarding round the clock helpline number for providing online support to women affected by violence or mental stress. The website for the Women helpline is [www.ncwwomenhelpline.in](http://www.ncwwomenhelpline.in) and the helpline number is 7827170170 for your information and necessary action.

Regards,

Office of the Deputy Director (Academic-II)  
Directorate of Higher Education,  
Government of Goa.



*Handwritten notes:*  
← Anti-Ragging/  
Women at workplace  
Committee.  
for information of  
students on college  
website & whatsapp  
groups  
Head Clerk/Staff  
Secretary

Women Helpline number - National Commission for Women.pdf  
132K

VIDYA PRABODHANI COLLEGE OF COMMERCE  
EDUCATION, TOURISM AND MANAGEMENT  
BARVARI, GOA.

Inward No. 932  
02/11/2021

*Handwritten signature*

*Handwritten date:* 02/11/2021

360/L

F. No. 13-5/2021-IS-11 (Pt-II)  
Government of India  
Ministry of Education  
Department of School Education and Literacy  
(IS-11 Section)

Shastri Bhawan, New Delhi  
Dated: 13<sup>th</sup> October 2021

To,  
The Addl. Chief Secretary/Principal Secretary/Secretary,  
Department of Education,  
All States and UTs.

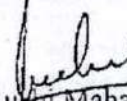
**Subject:** Helpline number for women in distress, set up by National Commission for Women-reg.

Madam/Sir,

I am directed to say that National Commission for Women (NCW) has set up a dedicated round the clock (24\*7) Helpline Number (7827170170) for women in distress. The website for the helpline is [www.ncwwomenhelpline.in](http://www.ncwwomenhelpline.in). The helpline provides online supports to women affected by violence or mental stress through referral by linking them with appropriate authorities such as police, health services, District Legal Service Authority. Counselling services and information about women related programs through a single uniform number are also provided. In this regard, letter dated 23.09.2021 received from Member Secretary, NCW is enclosed for reference.

2. It is requested that the said helpline number and URL may be uploaded on Department of Education's website in your State and UT and also widely disseminate this in all the districts/blocks of your State and UT.

Yours faithfully,

  
(Ruchi Mahajan)

Under Secretary to the Govt. of India  
Email Id: us-is11.edu@gov.in

Encl.: As above.

361/c

Email

Secretary Education

Helpline number for women in distress, set up by National Commission for Women reg.

from : is11section moe <is11section.moe@gmail.com>  
Subject : Helpline number for women in distress, set up by National Commission for Women reg.

Wed, Oct 13, 2021 12:30 PM  
1 attachment

To : secyedn and <secyedn.and@gmail.com>, Anjali Sehrawat <secedn.and@nic.in>, Anjali Sehrawat <secedn@nic.in>, secretaryeducationap@gmail.com, secy se edn <secy.se.edn@gmail.com>, pretomsaikia@yahoo.com, secy-edn-bih <secy-edn-bih@nic.in>, fsutchd@gmail.com, ps edu cg <ps.edu.cg@gmail.com>, Secretary Education <secy-edu-dd@nic.in>, H Rajesh Prasad <secyedu@nic.in>, secretaryeducationgoa@gmail.com, Secretary Education <Secedu-sect.goa@nic.in>, secedu-pri@gujarat.gov.in, secedu@gujarat.gov.in, acssehry@gmail.com, Mr RAJEEV SHARMA <secy-hedu-hp@nic.in>, pssed2020@gmail.com, hrdjharkhand@gmail.com, prsprim-edu@karnataka.gov.in, A P M Muhammad Hanish I A S <secy.gedu@kerala.gov.in>, secretaryedn@gmail.com, ladakhdivcom@gmail.com, Rashmi <secy.sed@mp.gov.in>, Acs schedu <Acs.schedu@maharashtra.gov.in>, dwahlang@yahoo.com, trsingh13@yahoo.co.in, secretarysedmiz@gmail.com, zirmawia218@aol.com, osdplanning@gmail.com, secysme@gmail.com, Mr Ashok Kumar IAS <secytran.pon@nic.in>, Ajoy Sharma <psse@punjab.gov.in>, pseducation2013@yahoo.com, gpupadhyaya@gmail.com, sikkimhrdd@gmail.com, schsec@tn.gov.in, Secretary Education <prlsecyedu@telangana.gov.in>, secy se ts <secy.se.ts@gmail.com>, saumya edn tr <saumya.edn.tr@gmail.com>, addl csbasic <addl.csbasic@gmail.com>, ps seced <ps.seced@gmail.com>, rmsundaramias@gmail.com, pssecretary76@gmail.com, wbssed@gmail.com

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Cc : RUCHI MAHAJAN <us-is11.edu@gov.in>

PFA

Regards,

Ram Niwas, Section Officer  
IS-11 Section,  
D/o SE & L, M/o Education,  
Shastri Bhawan, New Delhi.

DE/DHE/DTE — for wide dissemination  
13/10

941219/2021/Secretary (SE and L)



मीता राजीवलोचन  
MEETA RAJIVLOCHAN  
सदस्य सचिव  
Member Secretary

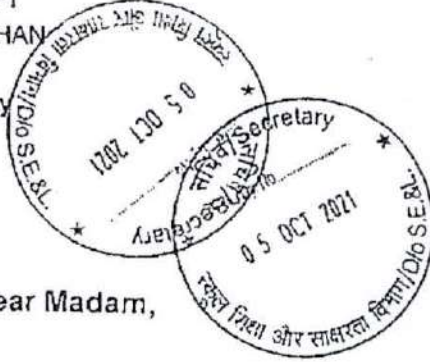


सदस्य सचिव  
प्रधान मंत्रालय

राष्ट्रीय महिला आयोग  
प्लॉट नं. 21, जसोला इंस्टीटयूशनल एरिया,  
नई दिल्ली-110 025

GOVERNMENT OF INDIA  
NATIONAL COMMISSION FOR WOMEN  
PLOT NO. 21, JASOLA INSTITUTIONAL AREA,  
NEW DELHI-110 025  
Website : www.ncw.nic.in

D.O. No. 1/6/2021-NCW(A)-DEO  
23<sup>rd</sup> September, 2021



Dear Madam,

I write to share that the National Commission for Women (NCW) has set up a dedicated round the clock (24x7) Helpline number (7827170170) for women in distress since 24<sup>th</sup> July, 2021. The website for the helpline is [www.ncwwomenhelpline.in](http://www.ncwwomenhelpline.in). The round-the-clock helpline provides online support to women affected by violence or mental stress through referral by linking them with appropriate authorities such as police, health services, District Legal Service Authority. We also provide counselling services and information about women related programs across the country through a single uniform number. The task force managing this project is a team of highly qualified personnel, who are providing emergency response to women in distress.

2. I request you to share the Helpline number 7827170170 and the URL on the department website and other related websites so that larger numbers of women could be made aware of the resource.

3. Your co-operation in this regard is solicited.

With Regards,

Yours sincerely,

(Meeta Rajivlochan)

Smt. Anita Karwal,  
Secretary  
Department of School Education & Literacy  
124-C, Shastri Bhawan,  
New Delhi 110001



a) Question No. 1 in each paper shall comprise of objective/short answer type questions covering the entire syllabus. The question should be compulsory question without any internal options and should carry 20 marks.

b) Questions 2 to 8 shall be of 16 marks each covering the entire syllabus. They should be based on theory and problems as the case may be. Candidates appearing at the examination should be required to attempt any Five of these Seven questions.

(v) Pattern of question papers in subjects at T.Y.B.A. and B.Com. examination (except for those subjects for which the respective Boards of Studies have prescribed a different pattern of question paper).

a) Question No. 1 shall comprise of Objective/Short answer type questions covering the entire syllabus. It shall be a compulsory question without any internal options and shall carry 20 marks.

b) Question No. 2 to 6 should be of 16 marks each and based on the entire syllabus laying equal stress on all topics. Each question shall have one internal option.

vi) Pattern of question papers in subjects at T.Y.B.Sc. examinations: For T.Y.B.Sc. examination there shall be six questions in each paper. Question No. 1 is compulsory and carries 20 marks. It comprises of objective/short answer type questions covering the entire syllabus. Question No. 2 to 6 should be of 16 marks each and based on the entire syllabus and each question shall have only one internal option.

**OC-8.16** (a) To pass the examination at T.Y.B.A./B.Sc/B.Com. a candidate must obtain a minimum of 30% marks in each paper/head of passing and 40% in the aggregate. For subjects having practical, each theory paper in that subject shall be considered as separate head of passing except in Computer Science, where each paper comprising of theory and practical shall be considered as separate head of passing.

(b) A candidate may apply for revaluation as per OA-5.15.

**OC-8.17** Class shall be awarded in F.Y., S.Y. and T.Y. of B.A., B.Com. and B.Sc. examinations on the following basis:

40% and above but less than 50%	Pass Class
50% and above but less than 60%	Second Class
60% and above but less than 70%	First Class
70% and above	Distinction

**OC-8.18 College Examination Committee, College Unfair Means Committee and College Grievance Committee**

The following committees shall be constituted by the Principal of the college for the terms mentioned against each of them and shall work subject to control and supervision of the Principal.

- |                                  |          |
|----------------------------------|----------|
| 1) College Examination Committee | - 1 year |
| 2) College Unfair Mean Committee | - 1 year |
| 3) College Grievance Committee   | - 1 year |

(A)(1) The college Examination Committee shall consist of:  
i) One Head of Department who shall be the Chairman



ii) Two or Four Senior teachers (in addition to the Chairman)

(2) This Committee shall be generally in-charge of all matters pertaining to F.Y. and S.Y.B.A., B.Com., and B.Sc. examinations in the College.

(3) The Committee shall prepare the examination time-table, arrange to get the question paper sets printed or cyclostyled and answer books assessed. The Committee shall arrange to get the results prepared, settled, announced and individual statement of marks prepared and issued to the candidates.

(B)(1) The College Unfair Means Inquiry Committee (CUMIC) shall be constituted with the following members.

- i) Vice-Principal or a senior teacher as Chairman.
- ii) Two more teachers who shall be the member of the College Examination Committee.

(2) This committee shall investigate into the cases of unfair means and malpractices reported in a manner prescribed by OC-8.19 and shall recommend to the Principal a course of action as prescribed in OC-8.19.

(C)(1) The College Grievance Committee shall be constituted as under:

- i) Vice-Principal/Senior Member of teaching staff as Chairman, provided that he is not the Chairman of CUMIC.
- ii) Two teachers who are members of CUMIC and the College Examination Committee.
- iii) In case the Grievance concerns any member of the committee, the Principal shall reconstitute the committee, excluding the concerned member.

(2) This committee shall investigate into written complaints from the students referred to them by the Principal in the conduct of examinations and recommend a course of action to the Principal as prescribed in OC-8.20.

#### **OC-8.19 Procedure for investigating cases of unfair means:**

The following procedure shall be followed for investigating the cases of candidates alleged to have used unfair means at the First Year and/or Second Year B.A., B.Com., and B.Sc. examinations.

(1) The candidate be served with a show cause notice and made aware of the charges/allegations reported against him so as to enable him to prepare his defence at the time of his appearance before the Unfair Means Inquiry Committee and informing him thereby of the proposed action to be taken in his case, with a request to bring reply to the show cause notice as to why the action proposed under it should not be taken against him.

(a) The reply received by the Committee from the candidate when he appears before it be considered by the Committee and the final recommendation in the matter be taken and reported to the Principal for his approval.

(b) The punishment finally awarded can be equal to or less than what is mentioned in the show cause notice, but not more than what is mentioned therein.

(c) The College Unfair Means Inquiry Committee is a recommendatory body. The Principal has to



exercise his power under Statute SB-13(iv) of the University and issue final order.

(d) The broad category of malpractice and the quantum of punishment for each category thereof shall be as follows:

Nature of Malpractice

Quantum of punishment.

Cancellation of the present examination. (This will apply to all categories) plus debarring from:

i) Possession of copying material	i) One additional Examination.
ii) Actual copying,	ii) Two additional Examinations.
iii) (a) Smuggling out and in of University/College answer books.	iii) a) Three additional examinations.
b) Smuggling of answer-books and Forging the signature of Junior Supervisor.	(b) and (c) Four additional examinations.
c) Smuggling in of full answer books based fully on question paper itself.	
(iv) Impersonation	iv) Five additional examinations or for five years whichever is less.

Besides these guidelines, each case be examined in detail and punishment awarded on the merit of each case.

**OC-8.20 Procedure for investigation of Grievances by the College Grievances Committee**

1) The Committee shall consider the written complaint by a student on the conduct of examination provided that (i) the complaint is submitted by the student within 15 days after the declaration of results; (ii) the complain is accompanied with a fee of Rs. 100/- (refundable if the complaint is found genuine); and (iii) the matter is referred to the Committee by the Principal. The Committee shall invite a reply to the allegations, if any, made by the student from the concerned party.

2) After considering the reply of the concerned party, the committee shall recommend a course of action in writing to the Principal.

3) (effective from 14th July, 2005) The Principal may inform the student, the findings of the Committee and shall take appropriate action including reassessment of the said answer book. However, if the marks are reduced after revaluation of the said answer book the original marks shall be retained and the student to be communicated that there is no change in his/her result.

4. Imposition of fine of Rs. 50.00 on the student may be done if the allegations are found to be a deliberate attempt at casting aspersions on the teacher.

**OC-8.21** The affiliated Colleges in Arts, Science and Commerce shall follow instructions for guidance of the Senior Supervisors and Block Supervisors as stipulated in OA-5.14 and OA-5.15 of the Goa University.

**OC-8.22** In the event of a conflict between provision or interpretations thereof, the Standing Committee constituted under this Ordinance shall be final authority to interpret and decide the matters. The constitution of the Committee shall be Vice-Chancellor, Registrar, Controller of Examinations and two members of the Standing Committee of the Academic Council.

  
PRINCIPAL

Vidya Prabodhini College of Commerce,  
Education Computer & Management  
Vidyanagar, Parvari - Goa.

