

# **REDRESSAL OF STUDENT GRIEVANCES**

**(2018 - 2023)**

## **4. DETAILS OF STATUTORY/ REGULATORY COMMITTEES**

Ref. VPCCECM/CC/2020-21/1034(A)

Date: 15<sup>th</sup> July, 2021

### OFFICE ORDER

The following are the committees/Clubs/Cells for the academic years 2021-22 and 2022-23 for the effective implementation of various curricular and co-curricular activities in the college.

| Sr.No.    | NAME OF THE COMMITTEE                   |                 |  |
|-----------|---|-----------------|--|
| <b>1</b>  | <b>HAND BOOK (PROSPECTUS) COMMITTEE</b> |                 |  |
| 1         | Dr. Pinkesh D. Dhabolkar                | <b>Convenor</b> |  |
| 2         | Dr. Sangeeta R. Dessai                  | Member          |  |
| 3         | Mr. Shailesh G. Chodankar               | Member          |  |
| 4         | Shri. Ashay N. Naik                     | Member          |  |
| <b>2</b>  | <b>ADMISSION COMMITTEE</b>              |                 |  |
| <b>a.</b> | <b>B.Com.</b>                           |                 |  |
| 1         | Shri. Rudresh U. Mhamal                 | <b>Convenor</b> |  |
| 2         | Dr. Pinkesh D. Dhabolkar                | Member          |  |
| 3         | Dr. Varsha B. Ingalhalli                | Member          |  |
| 4         | Shri. Sunny S. Pandhre                  | Member          |  |
| 5         | Shri. Pankaj P. Shirodker               | Member          |  |
| 6         | Shri. Darshan S. Gaonkar                | Member          |  |
| 7         | Ms. Shamal K. Dessai                    | Member          |  |
| <b>b.</b> | <b>B.A.B.Ed.</b>                        |                 |  |
| 1         | Dr. Sagar P. Mali                       | <b>Convenor</b> |  |
| 2         | Dr. Sonali K. Shankhwalker              | Member          |  |
| 3         | Shri. Kalidas M. Mhamal                 | Member          |  |
| 4         | Shri. Kuldeep A. Kamat                  | Member          |  |
| 5         | Ms. Yogita M. Gauns                     | Member          |  |
| 6         | Ms. Yogita K. Chodankar                 | Member          |  |
| 7         | Shri. Darshan S. Kandolkar              | Member          |  |
| 8         | Shri. Rahul T. Gawas                    | Member          |  |
| 9         | Shri. Siddhesh R. Naik                  | Member          |  |
| <b>3</b>  | <b>TIME TABLE COMMITTEE</b>             |                 |  |
| <b>a.</b> | <b>B.Com.</b>                           |                 |  |
| 1         | Shri. Darshan S. Gaonkar                | <b>Convenor</b> |  |
| 2         | Shri. Pankaj P. Shirodker               | Member          |  |



|          |   |                           |                 |  |
|----------|---|---------------------------|-----------------|--|
|          | <b>b.</b>                                     | <b>B.A.B.Ed.</b>          |                 |  |
|          | 1   | Shri. Kedarnath S. Tadkod | <b>Convenor</b> |  |
|          | 2   | Shri. Uaddhav V. Pol      | Member          |  |
| <b>4</b> | <b>WORKLOAD COMMITTEE</b>                     |                           |                 |  |
|          | <b>a.</b>                                     | <b>B.Com.</b>             |                 |  |
|          | 1   | Dr. Ujvala M. Hanjunker   | <b>Convenor</b> |  |
|          | 2   | Shri. Sunny S. Pandhre    | Member          |  |
|          | <b>b.</b>                                     | <b>B.A.B.Ed.</b>          |                 |  |
|          | 1   | Dr. Anil T. Thosare       | <b>Convenor</b> |  |
|          | 2   | Shri. Uaddhav V. Pol      | Member          |  |
| <b>5</b> | <b>DISCIPLINE COMMITTEE</b>                   |                           |                 |  |
|          | 1   | Dr. Anil T. Thosare       | <b>Convenor</b> |  |
|          | 2   | Shri. Arun R. Marathe     | Member          |  |
|          | 3   | Dr. Ujvala M. Hanjunker   | Member          |  |
|          | 4   | Dr. Manisha V. Kulkarni   | Member          |  |
|          | 5   | Shri. Rajaram S. Sandye   | Member          |  |
| <b>6</b> | <b>ATTENDANCE MONITORING COMMITTEE</b>        |                           |                 |  |
|          | 1   | Shri. Pankaj P. Shirodker | <b>Convenor</b> |  |
|          | 2   | Shri. Darshan S. Gaonkar  | Member          |  |
|          | 3   | Shri. Gautam G. Gaude     | Member          |  |
|          | 4   | Mr. Rahul T. Gawas        | Member          |  |
| <b>7</b> | <b>COLLEGE EXAMINATION COMMITTEE</b>          |                           |                 |  |
|          | 1   | Shri. Arun R. Marathe     | <b>Convenor</b> |  |
|          | 2   | Shri. Rudresh U. Mhamal   | Member          |  |
|          | 3   | Dr. Pinkesh D. Dhabolkar  | Member          |  |
|          | 4   | Shri. Kedarnath S. Tadkod | Member          |  |
|          | 5   | Shri. Uaddhav V. Pol      | Member          |  |
|          | 6   | Shri. Gautam G. Gaude     | Member          |  |
| <b>8</b> | <b>COLLEGE UNFAIR MEANS INQUIRY COMMITTEE</b> |                           |                 |  |
|          | 1   | Dr. Anil T. Thosare       | <b>Convenor</b> |  |
|          | 2   | Shri. Darshan S. Gaonkar  | Member          |  |
|          | 3   | Shri. Rudresh U. Mhamal   | Member          |  |





| 9 COLLEGE EXAMINATION GRIEVANCE COMMITTEE |                            |             |  |
|---|----------------------------|-------------|--|
| 1   | Dr. Ujvala M. Hanjunker    | Convenor    |  |
| 2   | Shri. Rudresh U. Mhamal    | Member      |  |
| 3   | Dr. Sangeeta R. Dessai     | Member      |  |
| 10 GRIEVANCE REDRESSAL COMMITTEE          |                            |             |  |
| 1   | Shri. Guruprasad Pawaskar  | Chairperson |  |
| 2   | Dr. Sangeeta R. Dessai     | Member      |  |
| 3   | Shri. Shrishkumar S. Patil | Member      |  |
| 11 STUDENTS' COUNCIL COMMITTEE            |                            |             |  |
| 1   | Shri. Darshan S. Kandolkar | Convenor    |  |
| 2   | Dr. Varsha B. Ingalhalli   | Member      |  |
| 3   | Shri. Kalidas M. Mhamal    | Member      |  |
| 4   | Ms. Yogita M. Gauns        | Member      |  |
| 12 NATIONAL SERVICE SCHEME (NSS)          |                            |             |  |
| 1   | Ms. Shamal K. Dessai       | Convenor    |  |
| 2   | Dr. Pinkesh D. Dhabolkar   | Member      |  |
| 3   | Shri. Kalidas M. Mhamal    | Member      |  |
| 4   | Ms. Yogita K. Chodankar    | Member      |  |
| 13 SPORTS/GYMKHANA ACTIVITIES COMMITTEE   |                            |             |  |
| 1   | Shri. Sunny R. Kanekar     | Convenor    |  |
| 2   | Shri. Pankaj P. Shirodker  | Member      |  |
| 3   | Mr. Shailesh G. Chodankar  | Member      |  |
| 14 RED RIBBON CLUB                        |                            |             |  |
| 1   | Mr. Shailesh G. Chodankar  | Convenor    |  |
| 2   | Shri. Sunny R. Kanekar     | Member      |  |
| 15 GUIDANCE AND COUNSELING CELL           |                            |             |  |
| 1   | Dr. Sonali K. Shankwalkar  | Convenor    |  |
| 2   | Dr. Ujvala M. Hanjunker    | Member      |  |
| 3   | Shri. Arun R. Marathe      | Member      |  |
| 4   | Dr. Manisha V. Kulkarni    | Member      |  |





|           |   |                           |                 |  |
|-----------|---|---------------------------|-----------------|--|
| <b>16</b> | <b>PARENT TEACHER ASSOCIATION</b>             |                           |                 |  |
|           | 1   | Dr. Manisha V. Kulkarni   | <b>Convenor</b> |  |
|           | 2   | Shri. Arun R. Marathe     | Member          |  |
|           | 3   | Ms. Yogita K. Chodankar   | Member          |  |
| <b>17</b> | <b>CALENDAR COMMITTEE</b>                     |                           |                 |  |
|           | 1   | Shri. Kalidas M. Mhamal   | <b>Convenor</b> |  |
|           | 2   | Shri. Ashay N. Naik       | Member          |  |
| <b>18</b> | <b>STUDY CIRCLE</b>                           |                           |                 |  |
|           | 1   | Shri. Kedarnath S. Tadkod | <b>Convenor</b> |  |
|           | 2   | Ms. Shamal K. Dessai      | Member          |  |
| <b>19</b> | <b>STUDENTS TEACHERS EVALUATION COMMITTEE</b> |                           |                 |  |
|           | 1   | Shri. Darshan S. Gaonkar  | <b>Convenor</b> |  |
|           | 2   | Mr. Rahul T. Gawas        | Member          |  |
| <b>20</b> | <b>EXTENSION ACTIVITIES COMMITTEE</b>         |                           |                 |  |
|           | 1   | Shri. Kuldeep A. Kamat    | <b>Convenor</b> |  |
|           | 2   | Dr. Varsha B. Ingalhalli  | Member          |  |
|           | 3   | Dr. Sagar P. Mali         | Member          |  |
| <b>21</b> | <b>BOOK BANK COMMITTEE</b>                    |                           |                 |  |
|           | 1   | Shri. Nitesh D. Naik      | <b>Convenor</b> |  |
|           | 2   | Shri. Darshan S. Gaonkar  | Member          |  |
|           | 3   | Ms. Yogita M. Gauns       | Member          |  |
| <b>22</b> | <b>WOMEN CELL</b>                             |                           |                 |  |
|           | 1   | Ms. Priya S. Gosavi       | <b>Convenor</b> |  |
|           | 2   | Ms. Shamal K. Dessai      | Member          |  |
|           | 3   | Dr. Sonali K. Shankwalker | Member          |  |





|           |                                |                                       |                 |
|-----------|--------------------------------|---------------------------------------|-----------------|
| <b>23</b> | <b>NAAC STEERING COMMITTEE</b> |                                       |                 |
|           | 1                              | Shri. Arun R. Marathe                 | <b>Convenor</b> |
|           | 2                              | Dr. Ujvala M. Hanjunker               | Member          |
|           | 3                              | Shri. Rudresh U. Mhamal               | Member          |
|           | 4                              | Dr. Pinkesh D. Dhabolkar              | Member          |
|           | 5                              | Dr. Varsha B. Ingalhalli              | Member          |
|           | 6                              | Shri. Sunny S. Pandhre                | Member          |
|           | 7                              | Shri. Darshan S. Gaonkar              | Member          |
|           | 8                              | Shri. Kedarnath S. Tatkod             | Member          |
|           | 9                              | Dr. Manisha V. Kulkarni               | Member          |
|           | 10                             | Shri. Pankaj P. Shirodker             | Secretary       |
| <b>24</b> | <b>AISHE COMMITTEE</b>         |                                       |                 |
|           | 1                              | Dr. Pinkesh D. Dhabolkar              | <b>Convenor</b> |
|           | 2                              | Shri. Uaddhav V. Pol                  | Member          |
| <b>25</b> | <b>NIRF</b>                    |                                       |                 |
|           | 1                              | Shri. Gautam G. Gaude                 | <b>Convenor</b> |
|           | 2                              | Shri. Nitesh D. Naik                  | Member          |
|           | 3                              | Shri. Rajaram S. Sandye               | Member          |
| <b>26</b> | <b>RUSA</b>                    |                                       |                 |
|           | 1                              | Shri. Arun R. Marathe                 | <b>Convenor</b> |
|           | 2                              | Shri. Sunny S. Pandhre                | Member          |
| <b>27</b> | <b>STUDENT AID FUND</b>        |                                       |                 |
|           | 1                              | Vice Principal                        | <b>Convenor</b> |
|           | 2                              | Dr. Varsha B. Ingalhalli              | Member          |
|           | 3                              | Dr. Sagar P. Mali                     | Member          |
|           | 4                              | General Secretary (Students' Council) | Member          |





| 28 ANTI-RAGGING COMMITTEE                               |   |             |  |
|---|---|-------------|--|
| 1   | Dr. Bhushan V. Bhave, Principal                                   | Coordinator |  |
| 2   | Shri. Ajit S. Pawaskar,<br>Representative of Civil Administration | Member      |  |
| 3   | Ninad Deulkar,<br>Police Inspector, Parvari Police Station        | Member      |  |
| 4   | Shri. Datta Shirodkar (Media Person)                              | Member      |  |
| 5   | Ms. Sawani Shetye Malik   | Member      |  |
| 6   | Shri. Kedarnath S. Tadkod<br>(Representative of the Faculty)      | Member      |  |
| 7   | Chairperson, Parent-Teacher Association                           | Member      |  |
| 8   | Shri. Rajaram S. Sandye (Office Incharge)                         | Member      |  |
| 9   | Class Representative of Senior Class                              | Member      |  |
| 10  | Class Representative of Junior Class                              | Member      |  |
| 29 INTERNAL COMPLAINT COMMITTEE                         |   |             |  |
| 1   | Dr. Manisha V. Kulkarni   | Chairperson |  |
| 2   | Dr. Anil T. Thosare   | Member      |  |
| 3   | Dr. Ujvala M. Hanjunker   | Member      |  |
| 4   | Dr. Sonali K. Shankhwalker  | Member      |  |
| 5   | Ms. Sarita Parkar (Advocate)                                      | Member      |  |
| 6   | Ms. Kunda Chodankar (Social Worker)                               | Member      |  |
| 7   | General Secretary (Students' Council)                             | Member      |  |
| 8   | Ladies Representative (Students' Council)                         | Member      |  |
| 9   | Class Representative (Students' Council)                          | Member      |  |
| 30 CAMPUS MAINTENANCE COMMITTEE                         |   |             |  |
| 1   | Shri. Kuldeep A. Kamat  | Convenor    |  |
| 2   | Ms. Yogita K. Chodankar   | Member      |  |
| 3   | Shri. Rajaram S. Sandye   | Member      |  |
| 31 FINANCIAL RESOURCE COMMITTEE                         |   |             |  |
| 1   | Shri. Sunny S. Pandhre  | Convenor    |  |
| 2   | Shri. Kuldeep A. Kamat  | Member      |  |
| 32 TEACHERS STUDENTS GUIDE SCHEME (MENTORING COMMITTEE) |   |             |  |
| 1   | Dr. Sonali K. Shankhwalker  | Convenor    |  |
| 2   | Shri. Kedarnath S. Tadkod   | Member      |  |
| 3   | Shri. Rudresh U. Mhamal   | Member      |  |





| 33 COLLEGE PLANNING BOARD                       |   |                                  |                 |  |
|---|---|----------------------------------|-----------------|--|
|   | 1 | Dr. Bhushan V. Bhave             | <b>Convenor</b> |  |
|   | 2 | Vice Principal                   | Member          |  |
|   | 3 | Dr. Anil T. Thosare              | Member          |  |
|   | 4 | Dr. Ujvala M. Hanjunker          | Member          |  |
|   | 5 | Shri. Arun R. Marathe            | Member          |  |
|   | 6 | Shri. Sunny R. Kanekar           | Member          |  |
|   | 7 | Shri. Nitesh D. Naik             | Member          |  |
|   | 8 | Shri. Rajaram S. Sandye          | Member          |  |
|   | 9 | Shri. Shrishkumar S. Patil       | Member          |  |
| 34 ISA MONITORING COMMITTEE                     |   |                                  |                 |  |
|   | 1 | Shri. Uaddhav V. Pol             | <b>Convenor</b> |  |
|   | 2 | Dr. Pinkesh D. Dhabolkar         | Member          |  |
| 35 ALUMNI ASSOCIATION                           |   |                                  |                 |  |
|   | 1 | Dr. Pinkesh D. Dhabolkar         | <b>Convenor</b> |  |
|   | 2 | Shri. Sunny R. Kanekar           | Member          |  |
|   | 3 | Shri. Uaddhav V. Pol             | Member          |  |
|   | 4 | Students Representative - Alumni | Member          |  |
| 36 ACTIVITY RECORD MAINTENANCE COMMITTEE        |   |                                  |                 |  |
|   | 1 | Shri. Pankaj P. Shirodker        | <b>Convenor</b> |  |
|   | 2 | Ms. Yogita M. Gauns              | Member          |  |
|   | 3 | Shri. Darshan S. Kandolkar       | Member          |  |
|   | 4 | Shri. Nitesh D. Naik             | Member          |  |
|   | 5 | Shri. Ashay N. Naik              | Member          |  |
| 37 CAREER GUIDANCE, INTERNSHIP & PLACEMENT CELL |   |                                  |                 |  |
|   | 1 | Shri. Gautam G. Gaude            | <b>Convenor</b> |  |
|   | 2 | Shri. Rudresh U. Mhamal          | Member          |  |
|   | 3 | Ms. Shamal K. Dessai             | Member          |  |
|   | 4 | Dr. Sonali K. Shankhwalker       | Member          |  |
| 38 PUBLICITY AND P.R.O.                         |   |                                  |                 |  |
|   | 1 | Shri. Kuldeep A. Kamat           | <b>Convenor</b> |  |
|   | 2 | Ms. Priya S. Gosavi              | Member          |  |





| 39 RESEARCH AND CONSULTANCY CELL     |   |                            |          |  |
|--------------------------------------|---|----------------------------|----------|--|
|                                      | 1 | Dr. Varsha B. Ingalhalli   | Convenor |  |
|                                      | 2 | Dr. Sagar P. Mali          | Member   |  |
|                                      | 3 | Dr. Sangeeta R. Dessai     | Member   |  |
| 40 COLLEGE LIBRARY COMMITTEE         |   |                            |          |  |
|                                      | 1 | Dr. Sagar P. Mali          | Convenor |  |
|                                      | 2 | Shri. Nitesh D. Naik       | Member   |  |
|                                      | 3 | Dr. Varsha B. Ingalhalli   | Member   |  |
|                                      | 4 | Dr. Sangeeta R. Dessai     | Member   |  |
| 41 NISARG CLUB                       |   |                            |          |  |
|                                      | 1 | Shri. Uddhav V. Pol        | Convenor |  |
|                                      | 2 | Shri. Gautam G. Gaude      | Member   |  |
| 42 WALL PAPER AND COMMUNICATION CLUB |   |                            |          |  |
|                                      | 1 | Ms. Yogita K. Chodankar    | Convenor |  |
|                                      | 2 | Shri. Kedarnath S. Tadmok  | Member   |  |
|                                      | 3 | Ms. Priya S. Gosavi        | Member   |  |
|                                      | 4 | Shri. Kuldeep A. Kamat     | Member   |  |
|                                      | 5 | Shri. Darshan S. Kandolkar | Member   |  |
| 43 COLLEGE MAGAZINE COMMITTEE        |   |                            |          |  |
|                                      | 1 | Dr. Sangeeta R. Dessai     | Convenor |  |
|                                      | 2 | Mr. Shailesh G. Chodankar  | Member   |  |
|                                      | 3 | Ms. Priya S. Gosavi        | Member   |  |
|                                      | 4 | Shri. Darshan S. Kandolkar | Member   |  |
|                                      | 5 | Shri. Nitesh D. Naik       | Member   |  |
| 44 STOCK VERIFICATION COMMITTEE      |   |                            |          |  |
|                                      | 1 | Dr. Sagar P. Mali          | Convenor |  |
|                                      | 2 | Shri. Pankaj P. Shirodker  | Member   |  |
|                                      | 3 | Shri. Nitesh D. Naik       | Member   |  |
|                                      | 4 | Shri. Ashay N. Naik        | Member   |  |





|           |  |   |                 |  |
|-----------|--|---|-----------------|--|
| <b>45</b> | <b>MEDICAL CENTRE</b>  |   |                 |  |
|           | 1  | Mr. Shailesh G. Chodankar                 | <b>Convenor</b> |  |
|           | 2  | Shri. Sunny R. Kanekar                    | Member          |  |
|           | 3  | Representative of P.H.C, Porvorim         | Member          |  |
|           | 4  | Shri. Anand Singh                         | Member          |  |
| <b>46</b> | <b>GENDER CHAMPION CLUB</b>  |   |                 |  |
|           | 1  | Shri. Gautam G. Gaude                     | <b>Convenor</b> |  |
|           | 2  | Ms. Priya S. Gosavi                       | Member          |  |
|           | 3  | Shri. Kuldeep A. Kamat                    | Member          |  |
|           | 4  | Mr. Shailesh G. Chodankar                 | Member          |  |
| <b>47</b> | <b>IGNOU</b>   |   |                 |  |
|           | 1  | Shri. Rahul T. Gawas                      | <b>Convenor</b> |  |
| <b>48</b> | <b>IAIMS</b>   |   |                 |  |
|           | 1  | Shri. Arun R. Marathe                     | <b>Convenor</b> |  |
|           | 2  | Shri. Vijay P. Kudnekar                   | Member          |  |
| <b>49</b> | <b>SEMINAR/CONFERENCE HALL &amp; AUDIO-VISUAL MONITORING COMMITTEE</b> |   |                 |  |
|           | 1  | Shri. Ashay N. Naik                       | <b>Convenor</b> |  |
|           | 2  | Shri. Rajesh S. Naik                      | Member          |  |
| <b>50</b> | <b>CANTEEN COMMITTEE</b>   |   |                 |  |
|           | 1  | Dr. Manisha V. Kulkarni                   | <b>Convenor</b> |  |
|           | 2  | Canteen Contractor                        | Member          |  |
|           | 3  | General Secretary (Students' Council)     | Member          |  |
|           | 4  | Ladies Representative (Students' Council) | Member          |  |
| <b>51</b> | <b>EK BHARAT SHRESHTHA BHARAT</b>                                      |   |                 |  |
|           | 1  | Shri. Sunny R. Kanekar                    | <b>Convenor</b> |  |
|           | 2  | Shri. Kalidas M. Mhamal                   | Member          |  |
|           | 3  | Ms. Yogita K. Chodankar                   | Member          |  |
|           | 4  | Mr. Amar T. Kulkarni                      | Member          |  |





|    |  |                            |                  |  |
|----|--|----------------------------|------------------|--|
| 52 | <b>INDIAN MUSIC, DANCE, THEATRE ART CLUB &amp; SPICMACAY COMMITTEE</b> |                            |                  |  |
|    | 1  | Shri. Kalidas M. Mhamal    | <b>Convenor</b>  |  |
|    | 2  | Ms. Priya S. Gosavi        | Member           |  |
|    | 3  | Shri. Kuldeep A. Kamat     | Member           |  |
|    | 4  | Shri. Amar T. Kulkarni     | Member           |  |
|    | 5  | Shri. Vijay P. Kudnekar    | Member           |  |
| 53 | <b>PROJECT CO-ORDINATOR</b>  |                            |                  |  |
|    | a.   | <b>B.Com.</b>              |                  |  |
|    | 1  | Shri. Sunny S. Pandhre     | <b>Convenor</b>  |  |
|    | b.   | <b>B.A.B.Ed.</b>           |                  |  |
|    | 1  | Shri. Rahul T. Gawas       | <b>Convenor</b>  |  |
| 54 | <b>SCHOLARSHIP &amp; FELLOWSHIP COMMITTEE</b>                          |                            |                  |  |
|    | 1  | Ms. Yogita M. Gauns        | <b>Convenor</b>  |  |
|    | 2  | Ms. Shamal K. Dessai       | Member           |  |
|    | 3  | Shri. Rohit G. Pilankar    | Member           |  |
| 55 | <b>STAFF GUILD</b>   |                            |                  |  |
|    | 1  | Shri. Sunny S. Pandhre     | <b>Secretary</b> |  |
|    | 2  | Shri. Darshan S. Kandolkar | Joint Secretary  |  |

- ❖ All the Convenor of committees shall Convey meeting and identifying activities / events to be performed during each academic year from 2021-22 to 2022-23.
- ❖ The **Convenors** of all the committees shall submit a report of the activities at the end of each term.



(Dr. Bhushan V. Bhawe)  
Principal

Vidya Prabodhini College of Commerce,  
Education Computer & Management  
Vidyannagar, Parvati - Goa.

To,  
All the Faculty Members and Office Staff.  
C.C to 1. Vice – Principal 2. Head Clerk 3. Accountant 4. Guard File



Ref. VPCCECM/CC/2022-23/99

Date: 08<sup>th</sup> August, 2022

**OFFICE ORDER**

The following Revised working committees/Clubs/Cells for the academic years 2022-23 for the effective implementation of various curricular and co-curricular activities in the college.

| Sr.No.   | NAME OF THE COMMITTEE                   |                            |                 |  |
|----------|---|----------------------------|-----------------|--|
| <b>1</b> | <b>HAND BOOK (PROSPECTUS) COMMITTEE</b> |                            |                 |  |
|          | 1                                       | Dr. Pinkesh D. Dhabolkar   | <b>Convenor</b> |  |
|          | 2                                       | Dr. Sangeeta R. Dessai     | Member          |  |
|          | 3                                       | Dr. Shailesh G. Chodankar  | Member          |  |
|          | 4                                       | Shri. Ashay N. Naik        | Member          |  |
| <b>2</b> | <b>ADMISSION COMMITTEE</b>              |                            |                 |  |
|          | <b>a.</b>                               | <b>B.Com.</b>              |                 |  |
|          | 1                                       | Shri. Rudresh U. Mhamal    | <b>Convenor</b> |  |
|          | 2                                       | Dr. Pinkesh D. Dhabolkar   | Member          |  |
|          | 3                                       | Dr. Varsha B. Ingalhali    | Member          |  |
|          | 4                                       | Shri. Sunny S. Pandhre     | Member          |  |
|          | 5                                       | Shri. Pankaj P. Shirodker  | Member          |  |
|          | 6                                       | Shri. Darshan S. Gaonkar   | Member          |  |
|          | 7                                       | Ms. Shamal K. Dessai       | Member          |  |
|          | 8                                       | Ms. Dhanashri S. Balo      | Member          |  |
|          | <b>b.</b>                               | <b>B.A.B.Ed.</b>           |                 |  |
|          | 1                                       | Dr. Sagar P. Mali          | <b>Convenor</b> |  |
|          | 2                                       | Dr. Sonali K. Shankwalker  | Member          |  |
|          | 3                                       | Shri. Kalidas M. Mhamal    | Member          |  |
|          | 4                                       | Shri. Kuldeep A. Kamat     | Member          |  |
|          | 5                                       | Ms. Yogita M. Gauns        | Member          |  |
|          | 6                                       | Ms. Yogita K. Chodankar    | Member          |  |
|          | 7                                       | Shri. Darshan S. Kandolkar | Member          |  |
|          | 8                                       | Shri. Rahul T. Gawas       | Member          |  |
|          | 9                                       | Ms. Priya S. Gosavi        | Member          |  |
|          | 10                                      | Shri. Siddhesh R. Naik     | Member          |  |
| <b>3</b> | <b>TIME TABLE COMMITTEE</b>             |                            |                 |  |
|          | <b>a.</b>                               | <b>B.Com.</b>              |                 |  |
|          | 1                                       | Shri. Darshan S. Gaonkar   | <b>Convenor</b> |  |
|          | 2                                       | Shri. Pankaj P. Shirodker  | Member          |  |





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|           | <b>b.</b>                                      | <b>B.A.B.Ed.</b>           |                    |  |
|           | 1  | Shri. Kedarnath S. Tadkod  | <b>Convenor</b>    |  |
|           | 2  | Shri. Uaddhav V. Pol       | Member             |  |
| <b>4</b>  | <b>WORKLOAD COMMITTEE</b>                      |                            |                    |  |
|           | <b>a.</b>                                      | <b>B.COM</b>               |                    |  |
|           | 1  | Dr. Ujvala M. Hanjunker    | <b>Convenor</b>    |  |
|           | 2  | Shri. Sunny S. Pandhre     | Member             |  |
|           | <b>b.</b>                                      | <b>B.A.B.Ed.</b>           |                    |  |
|           | 1  | Dr. Anil T. Thosare        | <b>Convenor</b>    |  |
|           | 2  | Shri. Uaddhav V. Pol       | Member             |  |
| <b>5</b>  | <b>DISCIPLINE COMMITTEE</b>                    |                            |                    |  |
|           | 1  | Dr. Anil T. Thosare        | <b>Convenor</b>    |  |
|           | 2  | Dr. Arun R. Marathe        | Member             |  |
|           | 3  | Dr. Ujvala M. Hanjunker    | Member             |  |
|           | 4  | Dr. Manisha V. Kulkarni    | Member             |  |
|           | 5  | Shri. Rajaram S. Sandye    | Member             |  |
| <b>6</b>  | <b>ATTENDANCE MONITORING COMMITTEE</b>         |                            |                    |  |
|           | 1  | Shri. Pankaj P. Shirodker  | <b>Convenor</b>    |  |
|           | 2  | Shri. Darshan S. Gaonkar   | Member             |  |
|           | 3  | Mr. Rahul T. Gawas         | Member             |  |
|           | 4  | Dr. Sangeeta Dessai        | Member             |  |
| <b>7</b>  | <b>COLLEGE EXAMINATION COMMITTEE</b>           |                            |                    |  |
|           | 1  | Dr. Arun R. Marathe        | <b>Convenor</b>    |  |
|           | 2  | Shri. Rudresh U. Mhamal    | Member             |  |
|           | 3  | Dr. Pinkesh D. Dhabolkar   | Member             |  |
|           | 4  | Shri. Kedarnath S. Tadkod  | Member             |  |
|           | 5  | Shri. Uaddhav V. Pol       | Member             |  |
|           | 6  | Shri. Saish Nayak Dalal    | Member             |  |
| <b>8</b>  | <b>COLLEGE UNFAIR MEANS INQUIRY COMMITTEE</b>  |                            |                    |  |
|           | 1  | Dr. Anil T. Thosare        | <b>Convenor</b>    |  |
|           | 2  | Shri. Darshan S. Gaonkar   | Member             |  |
|           | 3  | Shri. Rudresh U. Mhamal    | Member             |  |
| <b>9</b>  | <b>COLLEGE EXAMINATION GRIEVANCE COMMITTEE</b> |                            |                    |  |
|           | 1  | Dr. Ujvala M. Hanjunker    | <b>Convenor</b>    |  |
|           | 2  | Shri. Rudresh U. Mhamal    | Member             |  |
|           | 3  | Dr. Sangeeta R. Dessai     | Member             |  |
| <b>10</b> | <b>GRIEVANCE REDRESSAL COMMITTEE</b>           |                            |                    |  |
|           | 1  | Shri. Guruprasad Pawaskar  | <b>Chairperson</b> |  |
|           | 2  | Dr. Sangeeta R. Dessai     | Member             |  |
|           | 3  | Shri. Shrishkumar S. Patil | Member             |  |





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| <b>11</b> | <b>STUDENTS' COUNCIL COMMITTEE</b>            |                            |                 |  |
|           | 1   | Shri. Darshan S. Kandolkar | <b>Convenor</b> |  |
|           | 2   | Dr. Varsha B. Ingalhalli   | Member          |  |
|           | 3   | Shri. Kalidas M. Mhamal    | Member          |  |
|           | 4   | Ms. Yogita M. Gauns        | Member          |  |
| <b>12</b> | <b>NATIONAL SERVICE SCHEME (NSS)</b>          |                            |                 |  |
|           | 1   | Ms. Shamal K. Dessai       | <b>Convenor</b> |  |
|           | 2   | Dr. Pinkesh D. Dhabolkar   | Member          |  |
|           | 3   | Shri. Kalidas M. Mhamal    | Member          |  |
|           | 4   | Ms. Yogita K. Chodankar    | Member          |  |
| <b>13</b> | <b>SPORTS/GYMKHANA ACTIVITIES COMMITTEE</b>   |                            |                 |  |
|           | 1   | Shri. Sunny R. Kanekar     | <b>Convenor</b> |  |
|           | 2   | Shri. Pankaj P. Shirodker  | Member          |  |
|           | 3   | Dr. Shailesh G. Chodankar  | Member          |  |
| <b>14</b> | <b>RED RIBBON CLUB</b>                        |                            |                 |  |
|           | 1   | Dr. Shailesh G. Chodankar  | <b>Convenor</b> |  |
|           | 2   | Shri. Sunny R. Kanekar     | Member          |  |
| <b>15</b> | <b>GUIDANCE AND COUNSELING CELL</b>           |                            |                 |  |
|           | 1   | Dr. Sonali K. Shankwalkar  | <b>Convenor</b> |  |
|           | 2   | Dr. Ujvala M. Hanjunker    | Member          |  |
|           | 3   | Dr. Arun R. Marathe        | Member          |  |
|           | 4   | Dr. Manisha V. Kulkarni    | Member          |  |
| <b>16</b> | <b>PARENT TEACHER ASSOCIATION</b>             |                            |                 |  |
|           | 1   | Dr. Manisha V. Kulkarni    | <b>Convenor</b> |  |
|           | 2   | Ms. Priya Gosavi           | Member          |  |
|           | 3   | Ms. Yogita K. Chodankar    | Member          |  |
| <b>17</b> | <b>CALENDAR COMMITTEE</b>                     |                            |                 |  |
|           | 1   | Shri. Kalidas M. Mhamal    | <b>Convenor</b> |  |
|           | 2   | Shri. Ashay N. Naik        | Member          |  |
| <b>18</b> | <b>STUDY CIRCLE</b>                           |                            |                 |  |
|           | 1   | Shri. Kedarnath S. Tadmok  | <b>Convenor</b> |  |
|           | 2   | Ms. Shamal K. Dessai       | Member          |  |
| <b>19</b> | <b>STUDENTS TEACHERS EVALUATION COMMITTEE</b> |                            |                 |  |
|           | 1   | Shri. Darshan S. Gaonkar   | <b>Convenor</b> |  |
|           | 2   | Mr. Rahul T. Gawas         | Member          |  |
| <b>20</b> | <b>EXTENSION ACTIVITIES COMMITTEE</b>         |                            |                 |  |
|           | 1   | Shri. Kuldeep A. Kamat     | <b>Convenor</b> |  |
|           | 2   | Dr. Varsha B. Ingalhalli   | Member          |  |
|           | 3   | Dr. Sagar P. Mali          | Member          |  |





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| <b>21</b> | <b>BOOK BANK COMMITTEE</b>     |                                       |                 |
|           | 1                              | Shri. Nitesh D. Naik                  | <b>Convenor</b> |
|           | 2                              | Shri. Darshan S. Gaonkar              | Member          |
|           | 3                              | Ms. Yogita M. Gauns                   | Member          |
| <b>22</b> | <b>WOMEN CELL</b>              |                                       |                 |
|           | 1                              | Ms. Priya S. Gosavi                   | <b>Convenor</b> |
|           | 2                              | Ms. Shamal K. Dessai                  | Member          |
|           | 3                              | Dr. Sonali K. Shankhwalker            | Member          |
| <b>23</b> | <b>NAAC STEERING COMMITTEE</b> |                                       |                 |
|           | 1                              | Dr. Arun R. Marathe                   | <b>Convenor</b> |
|           | 2                              | Dr. Ujvala M. Hanjunker               | Member          |
|           | 3                              | Shri. Rudresh U. Mhamal               | Member          |
|           | 4                              | Dr. Pinkesh D. Dhabolkar              | Member          |
|           | 5                              | Dr. Varsha B. Ingalhalli              | Member          |
|           | 6                              | Shri. Sunny S. Pandhre                | Member          |
|           | 7                              | Shri. Pankaj P. Shirodker             | Member          |
|           | 8                              | Shri. Darshan S. Gaonkar              | Member          |
|           | 9                              | Shri. Kedarnath S. Tadkod             | Member          |
|           | 10                             | Dr. Manisha V. Kulkarni               | Member          |
| <b>24</b> | <b>AISHE COMMITTEE</b>         |                                       |                 |
|           | 1                              | Dr. Pinkesh D. Dhabolkar              | <b>Convenor</b> |
|           | 2                              | Shri. Uaddhav V. Pol                  | Member          |
| <b>25</b> | <b>NIRF</b>                    |                                       |                 |
|           | 1                              | Shri. Nitesh D. Naik                  | <b>Convenor</b> |
|           | 2                              | Shri. Darshan Gaonkar                 | Member          |
|           | 3                              | Shri. Rajaram S. Sandye               | Member          |
| <b>26</b> | <b>RUSA</b>                    |                                       |                 |
|           | 1                              | Dr. Arun R. Marathe                   | <b>Convenor</b> |
|           | 2                              | Shri. Sunny S. Pandhre                | Member          |
| <b>27</b> | <b>STUDENT AID FUND</b>        |                                       |                 |
|           | 1                              | Dr. Anil T. Thosare                   | <b>Convenor</b> |
|           | 2                              | Dr. Varsha B. Ingalhalli              | Member          |
|           | 3                              | Dr. Sagar P. Mali                     | Member          |
|           | 4                              | General Secretary (Students' Council) | Member          |





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| <b>28</b> | <b>ANTI-RAGGING COMMITTEE</b>                               |  |                    |  |
|           | 1   | Dr. Bhushan V. Bhawe   | <b>Coordinator</b> |  |
|           | 2   | Representative of Civil Administrative                       | Member             |  |
|           | 3   | Ninad Deulkar,<br>Police Inspector, Parvari Police Station   | Member             |  |
|           | 4   | Shri. Datta Shirodkar (Media Person)                         | Member             |  |
|           | 5   | Ms. Sanvi Shetye (NGO)                                       | Member             |  |
|           | 6   | Shri. Kedarnath S. Tadkod<br>(Representative of the Faculty) | Member             |  |
|           | 7   | Chairman, Parent-Teacher Association                         | Member             |  |
|           | 8   | Shri. Rajaram S. Sandye (Office Incharge)                    | Member             |  |
|           | 9   | Class Representative of Senior Class                         | Member             |  |
|           | 10  | Class Representative of Junior Class                         | Member             |  |
| <b>29</b> | <b>INTERNAL COMPLAINT COMMITTEE</b>                         |  |                    |  |
|           | 1   | Dr. Manisha V. Kulkarni                                      | <b>Chairperson</b> |  |
|           | 2   | Dr. Anil T. Thosare  | Member             |  |
|           | 3   | Dr. Ujvala M. Hanjunker                                      | Member             |  |
|           | 4   | Dr. Sonali K. Shankhwalker                                   | Member             |  |
|           | 5   | Ms. Sarita Parkar (Advocate)                                 | Member             |  |
|           | 6   | Ms. Kunda Chodankar (Social Worker)                          | Member             |  |
|           | 7   | General Secretary (Students' Council)                        | Member             |  |
|           | 8   | Ladies Representative (Students' Council)                    | Member             |  |
|           | 9   | Class Representative (Students' Council)                     | Member             |  |
| <b>30</b> | <b>CAMPUS MAINTENANCE COMMITTEE</b>                         |  |                    |  |
|           | 1   | Shri. Kuldeep A. Kamat                                       | <b>Convener</b>    |  |
|           | 2   | Ms. Yogita K. Chodankar                                      | Member             |  |
|           | 3   | Shri. Rajaram S. Sandye                                      | Member             |  |
| <b>31</b> | <b>FINANCIAL RESOURCE COMMITTEE</b>                         |  |                    |  |
|           | 1   | Shri. Sunny S. Pandhre                                       | <b>Convener</b>    |  |
|           | 2   | Shri. Kuldeep A. Kamat                                       | Member             |  |
|           | 3   | Shri. Saish Nayak Dalal                                      | Member             |  |
| <b>32</b> | <b>TEACHERS STUDENTS GUIDE SCHEME (MENTORING COMMITTEE)</b> |  |                    |  |
|           | 1   | Dr. Sonali K. Shankhwalker                                   | <b>Convener</b>    |  |
|           | 2   | Shri. Kedarnath S. Tadkod                                    | Member             |  |
|           | 3   | Shri. Rudresh U. Mhamal                                      | Member             |  |





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| <b>33</b> | <b>COLLEGE PLANNING BOARD</b>                           |                                 |                 |  |
|           | 1   | Dr. Bhushan V. Bhawe            | <b>Convenor</b> |  |
|           | 2   | Dr. Anil T. Thosare             | Member          |  |
|           | 3   | Dr. Ujvala M. Hanjunker         | Member          |  |
|           | 4   | Dr. Arun R. Marathe             | Member          |  |
|           | 5   | Shri. Sunny R. Kanekar          | Member          |  |
|           | 6   | Shri. Nitesh D. Naik            | Member          |  |
|           | 7   | Shri. Sunny S. Pandhare         | Member          |  |
|           | 8   | Shri. Rajaram S. Sandye         | Member          |  |
|           | 9   | Shri. Shrishkumar S. Patil      | Member          |  |
| <b>34</b> | <b>ISA MONITORING COMMITTEE</b>                         |                                 |                 |  |
|           | 1   | Shri. Uaddhav V. Pol            | <b>Convenor</b> |  |
|           | 2   | Dr. Pinkesh D. Dhabolkar        | Member          |  |
| <b>35</b> | <b>ALUMNI ASSOCIATION</b>                               |                                 |                 |  |
|           | 1   | Dr. Pinkesh D. Dhabolkar        | <b>Convenor</b> |  |
|           | 2   | Shri. Sunny R. Kanekar          | Member          |  |
|           | 3   | Shri. Uaddhav V. Pol            | Member          |  |
|           | 4   | Student Representative - Alumni | Member          |  |
| <b>36</b> | <b>ACTIVITY RECORD MAINTENANCE COMMITTEE</b>            |                                 |                 |  |
|           | 1   | Shri. Pankaj P. Shirodker       | <b>Convenor</b> |  |
|           | 2   | Ms. Yogita M. Gauns             | Member          |  |
|           | 3   | Shri. Darshan S. Kandolkar      | Member          |  |
|           | 4   | Shri. Nitesh D. Naik            | Member          |  |
|           | 5   | Shri. Ashay N. Naik             | Member          |  |
| <b>37</b> | <b>CAREER GUIDANCE, INTERNSHIP &amp; PLACEMENT CELL</b> |                                 |                 |  |
|           | 1   | Shri. Rudresh U. Mhamal         | <b>Convenor</b> |  |
|           | 2   | Ms. Shamal K. Dessai            | Member          |  |
|           | 3   | Dr. Sonali K. Shankwalker       | Member          |  |
| <b>38</b> | <b>PUBLICITY AND P.R.O.</b>                             |                                 |                 |  |
|           | 1   | Shri. Kuldeep A. Kamat          | <b>Convenor</b> |  |
|           | 2   | Ms. Priya S. Gosavi             | Member          |  |
| <b>39</b> | <b>RESEARCH DEVELOPMENT &amp; INNOVATION (RDI)</b>      |                                 |                 |  |
|           | 1   | Dr. Varsha B. Ingalhali         | <b>Convenor</b> |  |
|           | 2   | Dr. Sagar P. Mali               | Member          |  |
|           | 3   | Dr. Sangeeta R. Dessai          | Member          |  |
|           | 4   | Ms. Dhanashri S. Balo           | Member          |  |
|           | 5   | Shri. Rajaram Sandye            | Member          |  |





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| <b>48</b> | <b>IAIMS</b>   |   |                  |  |
|           | 1  | Shri. Balaji Naik                         | <b>Convenor</b>  |  |
|           | 2  | Shri. Vijay P. Kudnekar                   | Member           |  |
| <b>49</b> | <b>SEMINAR/CONFERENCE HALL &amp; AUDIO-VISUAL MONITORING COMMITTEE</b> |   |                  |  |
|           | 1  | Shri. Ashay N. Naik                       | <b>Convenor</b>  |  |
|           | 2  | Shri. Rajesh S. Naik                      | Member           |  |
| <b>50</b> | <b>CANTEEN COMMITTEE</b>   |   |                  |  |
|           | 1  | Dr. Manisha V. Kulkarni                   | <b>Convenor</b>  |  |
|           | 2  | Canteen Contractor                        | Member           |  |
|           | 3  | General Secretary (Students' Council)     | Member           |  |
|           | 4  | Ladies Representative (Students' Council) | Member           |  |
| <b>51</b> | <b>EK BHARAT SHRESHTHA BHARAT</b>                                      |   |                  |  |
|           | 1  | Shri. Sunny R. Kanekar                    | <b>Convenor</b>  |  |
|           | 2  | Shri. Kalidas M. Mhamal                   | Member           |  |
|           | 3  | Ms. Yogita K. Chodankar                   | Member           |  |
| <b>52</b> | <b>INDIAN MUSIC, DANCE, THEATRE ART CLUB &amp; SPICMACAY COMMITTEE</b> |   |                  |  |
|           | 1  | Shri. Kalidas M. Mhamal                   | <b>Convenor</b>  |  |
|           | 2  | Shri. Kuldeep A. Kamat                    | Member           |  |
|           | 3  | Shri. Vijay P. Kudnekar                   | Member           |  |
|           | 4  | Asst Prof. in Performing Art              | Member           |  |
| <b>53</b> | <b>SCHOLARSHIP &amp; FELLOWSHIP COMMITTEE</b>                          |   |                  |  |
|           | 1  | Ms. Yogita M. Gauns                       | <b>Convenor</b>  |  |
|           | 2  | Ms. Shamal K. Dessai                      | Member           |  |
|           | 3  | Shri. Rohit G. Pilankar                   | Member           |  |
| <b>54</b> | <b>STAFF GUILD</b>   |   |                  |  |
|           | 1  | Shri. Sunny S. Pandhre                    | <b>Secretary</b> |  |
|           | 2  | Ms. Dhanashri Balo                        | Joint Secretary  |  |
| <b>55</b> | <b>TEACHING, LEARNING AND EDUCATIONAL TECHNOLOGY CELL</b>              |   |                  |  |
|           | 1  | Dr. Arun R. Marathe                       | <b>Convenor</b>  |  |
|           | 2  | Dr. Manisha V. Kulkarni                   | Member           |  |
|           | 3  | Shri. Balaji Naik                         | Member           |  |





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| <b>40</b> | <b>COLLEGE LIBRARY COMMITTEE</b>         |  |                 |  |
|           | 1  | Dr. Sagar P. Mali                            | <b>Convenor</b> |  |
|           | 2  | Shri. Nitesh D. Naik                         | Member          |  |
|           | 3  | Dr. Varsha B. Ingahlalli                     | Member          |  |
|           | 4  | Dr. Sangeeta R. Dessai                       | Member          |  |
| <b>41</b> | <b>NISARG CLUB</b>                       |  |                 |  |
|           | 1  | Shri. Uddhav V. Pol                          | <b>Convenor</b> |  |
|           | 2  | Shri. Rudresh U. Mhamal                      | Member          |  |
|           | 3  | Assistant Professor in Environmental Studies | Member          |  |
| <b>42</b> | <b>WALL PAPER AND COMMUNICATION CLUB</b> |  |                 |  |
|           | 1  | Ms. Yogita K. Chodankar                      | <b>Convenor</b> |  |
|           | 2  | Shri. Kedarnath S. Tadmok                    | Member          |  |
|           | 3  | Ms. Priya S. Gosavi                          | Member          |  |
|           | 4  | Shri. Kuldeep A. Kamat                       | Member          |  |
|           | 5  | Shri. Darshan S. Kandolkar                   | Member          |  |
| <b>43</b> | <b>COLLEGE MAGAZINE COMMITTEE</b>        |  |                 |  |
|           | 1  | Dr. Sangeeta R. Dessai                       | <b>Convenor</b> |  |
|           | 2  | Dr. Shailesh G. Chodankar                    | Member          |  |
|           | 3  | Shri. Darshan S. Gaonkar                     | Member          |  |
|           | 4  | Ms. Priya S. Gosavi                          | Member          |  |
|           | 5  | Ms. Yogita K. Chodankar                      | Member          |  |
|           | 6  | Shri. Darshan S. Kandolkar                   | Member          |  |
|           | 7  | Shri. Nitesh D. Naik                         | Member          |  |
| <b>44</b> | <b>STOCK VERIFICATION COMMITTEE</b>      |  |                 |  |
|           | 1  | Dr. Sagar P. Mali                            | <b>Convenor</b> |  |
|           | 2  | Shri. Pankaj P. Shirodker                    | Member          |  |
|           | 3  | Shri. Nitesh D. Naik                         | Member          |  |
|           | 4  | Shri. Ashay N. Naik                          | Member          |  |
| <b>45</b> | <b>MEDICAL CENTRE</b>                    |  |                 |  |
|           | 1  | Dr. Shailesh G. Chodankar                    | <b>Convenor</b> |  |
|           | 2  | Shri. Sunny R. Kanekar                       | Member          |  |
|           | 3  | Ms. Dhanashri Balo                           | Member          |  |
|           | 4  | Representative of P.H.C, Porvorim            | Member          |  |
|           | 5  | Shri. Anand Singh                            | Member          |  |
| <b>46</b> | <b>GENDER CHAMPION CLUB</b>              |  |                 |  |
|           | 1  | Ms. Priya S. Gosavi                          | <b>Convenor</b> |  |
|           | 2  | Shri. Kuldeep A. Kamat                       | Member          |  |
|           | 3  | Dr. Shailesh G. Chodankar                    | Member          |  |
| <b>47</b> | <b>IGNOU</b>                             |  |                 |  |
|           | 1  | Dr. Sagar P. Mali                            | <b>Convenor</b> |  |

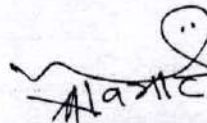




|           |                                   |                           |                 |  |
|-----------|-----------------------------------|---------------------------|-----------------|--|
| <b>56</b> | <b>RESEARCH JOURNAL COMMITTEE</b> |                           |                 |  |
|           | 1                                 | Dr. Varsha B. Ingalthalli | <b>Convenor</b> |  |
|           | 2                                 | Dr. Sangeeta Dessai       | Editor          |  |
|           | 3                                 | Ms. Yogita Chodankar      | Co-Editor       |  |
|           | 4                                 | Shri. Nitesh Naik         | Member          |  |
| <b>57</b> | <b>COMPETITIVE EXAM COMMITTEE</b> |                           |                 |  |
|           | 1                                 | Shri. Pankaj Shirodker    | <b>Convenor</b> |  |
|           | 2                                 | Shri. Darshan Gaonkar     | Member          |  |
|           | 3                                 | Shri. Saish Nayak Dalal   | Member          |  |
|           | 4                                 | Ms. Yogita Gauns          | Member          |  |

- ❖ All the committees shall start identifying activities/events to be performed during the academic year from 2022-23.
- ❖ The **Convenors** of all the committees shall submit a report of the activities at the end of each term.



  
**(Dr. Bhushan V. Bhawe)**  
**Principal**

**To,**  
**All the Faculty Members and Office Staff.**  
**C.C to 1. Vice – Principal    2. Head Clerk    3. Accountant    4. Guard File**



Ref:VPCCECM/2015-16/343

Date: 4<sup>th</sup> January, 2016

**OFFICE ORDER**

The undersigned is pleased to constitute an "Anti Ragging Committee" for the College comprising of following members:

- |  |   |                  |
|--|---|------------------|
| 1) Principal   | - | Chairperson      |
| 2) Vice Principal  | - | Vice-Chairperson |
| 3) Shri. Madhav Kelkar<br>(Representative of Civil Administration) | - | Member           |
| 4) (Police Inspector, Parvari Police Station)-                     | - | Member           |
| 5) Miss. Padma Prabhu<br>(Media Person)                            | - | Member           |
| 6) Dr. Bhiva Malik<br>(NGO)  | - | Member           |
| 7) Shri. Kedarnath Tatkod<br>(Representative of the Faculty)       | - | Member           |
| 8) Chairman, Parent-Teacher Association -                          | - | Member           |
| 9) Shri. Santosh A Dhargalkar<br>(Office Incharge)                 | - | Member           |
| 10) Senior Student Representative                                  | - | Member           |
| 11) Fresh Students Representative                                  | - | Member           |

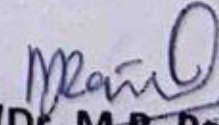
The term of the members at Serial No. 8, 10 and 11 shall be for one academic year only and shall be replaced by the new members during every subsequent years.

The Committee is constituted as per the directives of the Government of Goa circular vide letter No. 9/182/2006/HE/Misc/2507 dated 13<sup>th</sup> August 2009 enclosing UGC regulations on curbing the menace of ragging in Higher Educational Institutions, 2009.

The committee shall perform the following duties:

- 1) Ensure compliance with the provisions of the UGC regulations on curbing the menace of ragging in College.
- 2) Monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the Institution.
- 3) Take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established as per the recommendations of the Anti-Ragging Squad.



  
(Dr. M.R. Patil)  
PRINCIPAL

To,

1. All the members
2. Personal File of all the members
3. Office In Charge
4. Guard File



**Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Vidyanagar, Alto-Parvari, Goa-403521**

Ref: VPCCECM/CC/2018-19/

Date: 23<sup>rd</sup> August, 2018

**OFFICE ORDER**

The undersigned is pleased to Re - constitute an "Anti Ragging Squad" (vide order No: VPCCECM/2015-16/392 dated 4<sup>th</sup> January, 2016) for the college comprising of following members:

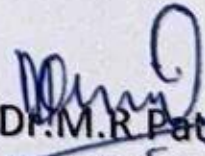
- |                           |                 |
|---------------------------|-----------------|
| 1. Shri. Arun R. Marahte  | -Convenor       |
| 2. Shri. Rudresh Mhamal   | -Joint Convenor |
| 3. Ms. Santoshi Narvencar | -Member         |
| 4. Shri.Shrishkumar Patil | -Member         |

The Squad is constituted as per letter no. 2006/HE/Misc/2507 dated 13<sup>th</sup> August 2009 received from Directorate of Higher Education enclosing UGC Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.

The Squad shall perform the following duties:

1. To maintain vigil and oversight in the College.
2. To carry out patrolling functions.
3. To make surprise raids on hostels and other places vulnerable to incidents and having the potential of ragging.
4. To conduct an "On the spot Inquiry" into any incident of ragging referred to it by the head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be and submit the inquiry report along with recommendations.
5. Any other related work assigned by the Head of the Institution.



  
(D.M.R. Patil)  
PRINCIPAL

- Copy To:**
1. All the Members
  2. Vice - Principal
  3. Personal File of all the members
  4. Staff Notice Board
  5. Student Notice Board
  6. Office In charge
  7. Guard File



Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Vidyanagar, Alto-Parvari, Goa-403521

VPCCECM/CC/2018-19/

Date: 16/08/2018

**OFFICE ORDER**

The Principal is pleased to Re-constitute the **COLLEGE GRIEVANCE COMMITTEE** comprising of the following teachers.

- |                        |              |
|------------------------|--------------|
| 1. Shri. Sunny Pandhre | -Chairperson |
| 2. Ms. Shamal Dessai   | -Member      |
| 3. Dr. Sangeeta Dessai | -Member      |

This committee shall investigate into the written complaints from the students referred to them by the Principal in the conduct of the Examinations and recommend a course of action to the Principal as prescribed in the Ordinance of Goa University.


To:

- |                        |              |
|------------------------|--------------|
| 1. Shri. Sunny Pandhre | -Chairperson |
| 2. Ms. Shamal Dessai   | -Member      |
| 3. Dr. Sangeeta Dessai | -Member      |

Copy To:

Vice Principal  
Office Incharge  
Accountant  
Personal File  
Guard File  
Staff Notice Board



  
(Dr. M. R. Patil)  
PRINCIPAL



**Prabodhan Education Society's**  
**Vidya Prabodhini College of Commerce, Education, Computer and management**  
**Parvari-Goa**

Ref.No: VPCCECM/2017-18/394/a


Date: 04<sup>th</sup> January, 2016

**OFFICE ORDER**

The undersigned is pleased to constitute a 'Grievance Redressal Committee' for college comprising of following members.

- |                               |   |          |
|-------------------------------|---|----------|
| 1. Mr. Guruprasad R. Pawaskar | - | Chairman |
| 2. Mr. Arun R. Marathe        | - | Member   |
| 3. Mr. Shirishkumar S. Patil  | - | Member   |

The Committee shall examine the grievances forwarded by the Principal, investigate the grievances and make recommendations to the Principal for further necessary action. The term of the Committee shall be for a period of three Years.

  
(Dr. M. R. Patil)  
PRINCIPAL



To,  
All the members

Copy to:

1. The Secretary, Prabodhan Education Society
2. Vice-Principal
3. Office In charge
4. Guard File



2

**Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Vidyanagar, Alto-Parvari, Goa-403521**

VPCECM/CC/2018-19/284

Date: 16/08/2018

**OFFICE ORDER**

The Principal is pleased to Re-constitute the **COLLEGE UNFAIR MEANS INQUIRY COMMITTEE** comprising of the following teachers.

- |                         |              |
|-------------------------|--------------|
| 1. Dr. Sukhaji G.Naik   | -Chairperson |
| 2. Dr. Anil Thosare     | -Member      |
| 3. Shri. Rudresh Mhamal | -Member      |

This Committee shall investigate into the **CASES OF UNFAIR MEANS AND MALPRACTICES** reported in the manner prescribed and shall recommend to the Principal a Course of action as prescribed in the Ordinance of Goa University.

To:

- |                         |              |
|-------------------------|--------------|
| 1. Dr. Sukhaji G.Naik   | -Chairperson |
| 2. Dr. Anil Thosare     | -Member      |
| 3. Shri. Rudresh Mhamal | -Member      |

Copy To:

Vice Principal  
Office Incharge  
Accountant  
Personal File  
Guard File  
Staff Notice Board



  
(Dr. M. R. Patil)  
PRINCIPAL



Ref: VPCCECM/ 2018-19/Committees/226 A

Date: 23<sup>rd</sup> July, 2018

**OFFICE ORDER**

The undersigned is pleased to Re - constitute "Internal Complaints Committee" (office order dated 4<sup>th</sup> January, 2016). Under section 4 of the Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act, 2013, and MHRD (University notification dated 2<sup>nd</sup> May, 2016) comprising of following members:

- |   |                    |                    |
|---|--------------------|--------------------|
| 1. Dr. (Ms). Manisha Kulkarni<br>( Assistant Professor)   | -Presiding Officer | <i>M. Kulkarni</i> |
| 2. Shri. Arun Marathe<br>( Assistant Professor)           | -Member            |                    |
| 3. Ms. Ujvala Hanjunker<br>( Assistant Professor)         | -Member            |                    |
| 4. Dr. (Ms). Sonali Shankhwalkar<br>(Assistant Professor) | -Member            |                    |
| 5. Shri. Rajaram Sandye<br>( Office Incharge)             | -Member            |                    |
| 6. Adv. P.R. Sangodkar<br>(Advocate)                      | -Member            |                    |
| 7. Dr. Sandhya Kadam<br>(Social Worker)                   | - Member           |                    |
| 8. Ms. Trupti Salgaonkar (G.S)<br>(Students Council)      | - Member           |                    |
| 9. Ms. Rakshanda Mayekar (L.R)<br>(Students Council)      | - Member           |                    |
| 10. Ms. Aditya Mayekar (L.R)<br>(Students Council)        | - Member           |                    |

The term of the Committee shall be for a period of two years except the members at Sr.No. 8, 9 and 10 whose term shall be for one Academic year only.

The committee shall perform the functions as laid down in the Act.

To

1. All the Members
2. Staff Notice Board



*(Signature)*  
(Dr.M.R.Patil)  
PRINCIPAL



2/2

**Prabodhan Education Society's  
Vidya Prabodhini College of Commerce, Education, Computer and Management,  
Vidyanagar, Alto-Parvari, Goa-403521**

Ref: VPCCECM/ 2019-20/Committees/ 1034(A)

Date: 15<sup>th</sup> July, 2021

**OFFICE ORDER**

The undersigned is pleased to constitute "Internal Complaint Committee" Under section 4 of the Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal) Act, 2013, and MHRD (University notification dated 2<sup>nd</sup> May, 2016) comprising of following members:

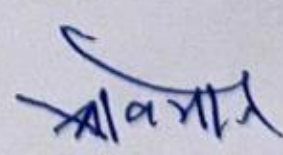
1. Dr. (Ms). Manisha V. Kulkarni - Chairperson
2. Dr. Anil T. Thosare - Member
3. Dr. Ujvala M. Hanjunker - Member
4. Dr. Sonali K. Shankhwalkar - Member
5. Ms. Sarita Parker (Advocate) - Member
6. Ms. Kunda Chodankar (Social Worker) - Member
7. General Secretary (Students' Council) - Member
8. Ladies Representative (Students' Council) - Member
9. Class Representative (Students' Council) - Member

The committee shall perform the functions as laid down in the Act.

To

1. All the Members
2. Staff Notice Board



  
(Dr. Bhushan V. Bhawe)  
Principal





॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S  
**Vidya Prabodhini College of Commerce,  
 Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1<sup>st</sup> Cycle)

Ref. VPCCECM/CC/2022-23/728

Date: 17<sup>th</sup> January, 2023

**OFFICE ORDER**

The Committee comprising of the following Members is constituted as per the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.

| Name of the Committee: <b>POSH - INTERNAL COMMITTEE</b> |  |                    |                      |
|---|--|--------------------|----------------------|
| 1.  | Dr. Ramita Gurav<br>Associate Professor,<br>St. Xavier's College of Arts,<br>Science & Commerce, Mapusa - Goa. | <b>Chairperson</b> |                      |
| 2.  | Dr. Manisha Kulkarni   | Member Secretary   | <i>Mkarki</i>        |
| 3.  | Dr. Sonali Shankwalker   | Member             | <i>S</i>             |
| 4.  | Ms. Dhanashri Balo   | Member             | <i>Dhalo</i>         |
| 5.  | Mr. Rajaram Sandye   | Member             | <i>Rajaram</i>       |
| 6.  | Mr. Siddesh Naik   | Member             | <i>Siddesh</i>       |
| 7.  | Ms. Shrishti Tamankar  | Member             | <i>Shrishti</i>      |
| 8.  | Ms. Akhila Dessai  | Member             |                      |
| 9.  | Ms. Sudeepa Chodankar (General Secretary)  | Member             | <i>Sudeepa</i>       |
| 10.   | Ms. Sanjana Naik (Class Representative)  | Member             | <i>Sanjana</i>       |
| 11.   | Ms. Nisha Narvekar (Lady Representative)   | Member             | <i>Nishanarvekar</i> |



*(Signature)*  
 (Dr. Bhushan V. Bhawe)  
 Principal

**To,**  
 All the Faculty Members and Office Staff.

**C.C to** 1. Vice – Principal      2. Head Clerk      3. Accountant



## VISHAKA GUIDELINES

The **Vishaka Guidelines** were a set of procedural guidelines for use in India in cases of sexual harassment. They were promulgated by the Indian Supreme Court in 1997 and were superseded in 2013 by the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act.

### **Background**

---

Pre-1997 the person facing sexual harassment at workplace had to lodge a complaint under Section 354 of the Indian Penal Code 1860 that deals with the 'criminal assault of women to outrage women's modesty', and Section 509 that punishes an individual/individuals for using a 'word, gesture or act intended to insult the modesty of a woman.

During the 1990s, Rajasthan state government employee Bhanwari Devi who tried to prevent child marriage as part of her duties as a worker of the Women Development Programme was raped by the landlords of the community. The feudal patriarchs who were enraged by her (in their words: "a lowly woman from a poor and potter community") 'guts' decided to teach her a lesson and raped her repeatedly. The rape survivor did not get justice from Rajasthan High Court and the rapists were allowed to go free. This enraged a women's rights group called Vishaka that filed a public interest litigation in the Supreme Court of India.

This case brought to the attention of the Supreme Court of India, "the absence of domestic law occupying the field, to formulate effective measures to check the evil of sexual harassment of working women at all work places."

### **Vishakha vs. State of Rajasthan**

---

In 1997, the Supreme Court passed a landmark judgment in the same Vishaka case laying down guidelines to be followed by establishments in dealing with complaints about sexual harassment. **Vishaka Guidelines** were stipulated by the Supreme Court of India, in Vishakha and others v State of Rajasthan case in 1997,





regarding sexual harassment at workplace. The court stated that these guidelines were to be implemented until legislation is passed to deal with the issue.

The court decided that the consideration of "International Conventions and norms are significant for the purpose of interpretation of the guarantee of gender equality, right to work with human dignity in Articles 14, 15 19(1)(g) and 21 of the Constitution and the safeguards against sexual harassment implicit therein."

### **What is sexual harassment**

---

Sexual harassment includes such unwelcome sexually determined behavior (whether directly or by implication) as:

a) physical contact and advances; b) a demand or request for sexual favors; c) sexually colored remarks; d) showing pornography; e) any other unwelcome physical verbal or non-verbal conduct of sexual nature.

Where any of these acts is committed in circumstances where the victim has a reasonable apprehension that in relation to the victim's employment or work whether she is drawing salary, or honorarium or voluntary, whether in government, public or private enterprise such conduct can be humiliating and may constitute a health and safety problem.

It is discriminatory for instance when the woman has reasonable grounds to believe that her objection would disadvantage her in connection with her employment or work including recruiting or promotion or when it creates a hostile work environment.

Adverse consequences might be visited if the victim does not consent to the conduct in question or raises any objection thereto.

Thus, sexual harassment need not involve physical contact. Any act that creates a hostile work environment - be it by virtue of cracking lewd jokes, verbal abuse, circulating lewd rumours etc. counts as sexual harassment.





The creation of a hostile work environment through unwelcome physical verbal or non-verbal conduct of sexual nature may consist not of a single act but of a pattern of behavior comprising many such acts.

Thus, it is important that the victim report such behavior as soon as possible and not wait for it to become worse. In some cases, the psychological stigma of reporting the conduct of a co-worker might require a great deal of courage on the part of the victim and they may report such acts after a long period of time. The guidelines suggest that the complaint mechanism should ensure time bound treatment of complaints, but **they do not suggest that a report can only be made within a short period of time since the incident occurred.**

Often, the police refuse to lodge FIRs for sexual harassment cases, especially where the harassment occurred sometime ago.

### **Employer's obligations**

---

Note that the Vishaka Guidelines are not sufficient for legal compliance for employers as the same has been replaced by a full fledged statute of the Parliament. Although the statute mostly retains the framework provided in the Guidelines, there are significant differences and it is the statute that the employers must follow. For instance, the definition of sexual harassment has significantly changed.<sup>[6]</sup> From this perspective, the Vishaka Guidelines is of only historical and academic importance now. It will also be relevant in cases that were brought up before 2013 enactment of the law.

Recently the minister for Women's Welfare Maneka Gandhi has stated that government will take tough steps against any organisations, including NGOs that do not implement the new law. It is a good idea to use a checklist to make sure that your organisation is compliant with the law. A sample checklist for sexual harassment compliance is available here.

**Internal Complaints Committee and Local Complaints Committee:** The Sexual Harassment Act requires an employer to set up an 'Internal Complaints Committee' ("ICC") at each office or branch having more than 10 employees of any gender.





The government is in turn required to set up a 'Local Complaints Committees' ("LCC") at the district level to investigate complaints regarding sexual harassment from establishments where the ICC has not been constituted on account of the establishment having less than 10 employees or if the complaint is against the employer.

The Sexual Harassment Act, 2013 also sets out the constitution of the committees, process to be followed for making a complaint and inquiring into the complaint in a time bound manner.

**Interim Reliefs** : The Sexual Harassment Act empowers the ICC and the LCC to recommend to the employer, at the request of the aggrieved employee, interim measures such as (i) transfer of the aggrieved woman or the respondent to any other workplace; or (ii) granting leave to the aggrieved woman up to a period of 3 months in addition to her regular statutory/ contractual leave entitlement.

In addition to ensuring compliance with the other provisions stipulated, the Sexual Harassment Act casts certain obligations upon the employer to, inter-alia,

- provide a safe working environment
- display conspicuously at the workplace, the penal consequences of indulging in acts that may constitute sexual harassment and the composition of the Internal Complaints Committee
- organise workshops and awareness programmes at regular intervals for sensitizing employees on the issues and implications of workplace sexual harassment and organizing orientation programmes for members of the Internal Complaints Committee
- treat sexual harassment as a misconduct under the service rules and initiate action for misconduct.
- The employer is also required to monitor the timely submission of reports by the ICC.





If an employer fails to constitute an Internal Complaints Committee or does not comply with any provisions contained therein, the Sexual Harassment Act prescribes a monetary penalty of up to INR 50,000 (approx. US\$1,000). A repetition of the same offence could result in the punishment being doubled and / or de-registration of the entity or revocation of any statutory business licenses.

### **Complaints mechanism**

---

All women who draw a regular salary, receive an honorarium, or work in a voluntary capacity in the government, private sector or un-organised sector come under the purview of these guidelines.

- All workplaces should have an appropriate complaints mechanism with a complaints committee, special counsellor or other support services.
- A woman must head the complaints committee and no less than half its members should be women.
- The committee should include an NGO/individual familiar with the issue of sexual harassment.
- The complaints procedure must be time-bound.
- Confidentiality must be maintained.
- Complainants/witnesses should not experience victimization/discrimination during the process.

### **Preventive steps**

---

- Sexual harassment should be affirmatively discussed at workers' meetings, employer-employee meetings, etc.
- Guidelines should be prominently displayed to create awareness about the rights of female employees.
- The employer should assist persons affected in cases of sexual harassment by outsiders.
- Central and state governments must adopt measures, including legislation, to ensure that private employers also observe the guidelines.





- Names and contact numbers of members of the complaints committee must be prominently displayed.

### **From Guidelines to Act**

---

The Sexual harassment at workplace Bill was passed by the Lok Sabha on the 2nd of September, 2012. It is now The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. It defines sexual harassment as laid down by the Supreme Court in Vishakha and others v State of Rajasthan (1997) case.<sup>1</sup>

### **Recommendations**

---

National Commission for Women has asked the government to ensure constitution of Internal Complaints Committee (ICC) in accordance with Supreme Court guidelines in its departments, institutions and autonomous bodies to address such cases. It has also recommended conducting gender sensitisation workshops for top level management officials. NCW recommended publicizing committee using posters, etc. and explicitly mention the contact details of the members. The commission also highlighted the need for orientation programs for employees to sensitize them on sexual harassment. Another recommendation was to enhance communication strategies to combat violation against women.

The rules for the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 have come into force on 9th Dec, 13'. <http://www.lawyerscollective.org/wp-content/uploads/2013/12/Sexual-Harassment-at-Workplace-Rules.pdf>



PRINCIPAL

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





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

ARRANGEMENT OF SECTIONS

CHAPTER I  
PRELIMINARY

SECTIONS

1. Short title, extent and commencement.
2. Definitions.
3. Prevention of sexual harassment.

CHAPTER II  
CONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

4. Constitution of Internal Complaints Committee.

CHAPTER III  
CONSTITUTION OF LOCAL COMPLAINTS COMMITTEE

5. Notification of District Officer.
6. Constitution and jurisdiction of Local Committee.
7. Composition tenure and other terms and conditions of Local Committee.
8. Grants and audit.

CHAPTER IV  
COMPLAINT

9. Complaint of sexual harassment.
10. Conciliation.
11. Inquiry into complaint.

CHAPTER V  
INQUIRY INTO COMPLAINT

12. Action during pendency of inquiry.
13. Inquiry report.
14. Punishment for false or malicious complaint and false evidence.
15. Determination of compensation.
16. Prohibition of publication or making known contents of complaint and inquiry proceedings.
17. Penalty for publication or making known contents of complaint and inquiry proceedings.
18. Appeal.





CHAPTER VI  
DUTIES OF EMPLOYER

SECTIONS

19. Duties of employer.

CHAPTER VII  
DUTIES AND POWERS OF DISTRICT OFFICER

20. Duties and powers of District Officer.

CHAPTER VIII

MISCELLANEOUS

21. Committee to submit annual report.
22. Employer to include information in annual report.
23. Appropriate Government to monitor implementation and maintain data.
24. Appropriate Government to take measures to publicise the Act.
25. Power to call for information and inspection of records.
26. Penalty for non-compliance with provisions of Act.
27. Cognizance of offence by courts.
28. Act not in derogation of any other law.
29. Power of appropriate Government to make rules.
30. Power to remove difficulties.





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;

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

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

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:





(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.





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.





**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 data 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;

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.

  
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