

Minutes of the meeting of Internal Complaint Committee (ICC) on Sexual harassment of women at work place.

The meeting of Internal Complaint Committee was held on 15/02/2021 at 2:30 Pm in conference Hall of the College.

The following members were present in the meeting.

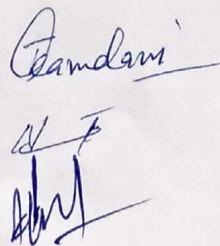
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|----------------------|----------|
| 1) Dr Tabbasam Naz | Convenor |
| 2) Prof Nusrat Koser | Member |
| 3) Dr Jameel Ahmed | Member |

Following Points were discussed/agreed for further action.

- 1) At the outset, Convenor welcomed all the members of ICC-Committee.
- 2) She described the role of ICC and said every individual has a responsibility to contribute to the cause.
- 3) She welcomed suggestion from all members to make it effective.
- 4) The Committee noted that no complaint of sexual harassment has been received by ICC, so it was emphasized that in order to create awareness, it is essential to place banners /posters /notices regarding sexual harassment at prominent places in the college.
- 5) A Complaint box must be place in the office premises.
- 6) The members discussed about the healthy and congenial environment in the Campus as there were no complaint on sexual harassment.
- 7) It was decided that a student body should be framed so that they will participate in the deliberation of the committee in matters of the students.
- 8) The meeting was concluded with the vote of thanks by Dr Tabbasam Naz.

- 1) Dr Tabbasam Naz
- 2) Prof Nusrat Koser
- 3) Dr Jameel Ahmed

Convenor
Member
Member



Date:- 15-02-2021


Office Of The Principal, Govt. Degree College Poonch (J&K)

No: GDGP/17/

Date: 08-03-2017

Press Release

Women Empowerment Cell in Collaboration with Department of Zoology, Govt. Degree College, Poonch organized "Beti Bachao, Beti Pado" program on 8th March, 2017 on the eve of International Women Day. Prof Musarraff Hussain Shah, Coordinator, IQAC was the chief where as Prof Tajinder Singh, Principal, Govt. Degree College, Poonch Presided over. Prof Rani Mughal, Coordinator, Women Cell Presented the welcome address. Prof Musarraff Hussain Shah while delivering his lecture said that it was a high time for us that we are celebrating women's day. He said that it was a known fact that women played and have been playing a tremendous role in building a nation as well as shaping humanity. Now world has fully recognize the contribution of women in every field of life and we are seeing the positive as well as constructive role played by them. Prof Tajinder Singh while delivering his presidential address said that it was pleasant moment for all of us that we are celebrating women's day and are remembering the contribution of great women who left no stone unturned in transforming the society, we are living in and the system we are dealing with. He congratulated the women empowerment cell for organizing such type of program on the eve of International Women Day. Besides a large number of Student and non-teaching staff, the faculty members who attend the program were Prof Mohd Azam, HOD Zoology, Prof Farooq Ahmed, Prof Fateh Mohd, Dr Shamim Ahmed Banday, Dr Bagh Hussain, HOD Botany, Prof Khadam Hussain, HOD Geography Prof Zakir Hussain, HOD English, Prof Mohd Arif etc. Prof Rani Mughal presented the vote of thanks.

Sd/ 
Prof Tajinder Singh
Principal
Govt. Degree College
Govt. Degree College
Poonch

CELEBRATED INTERNATIONAL WOMEN'S DAY-2019

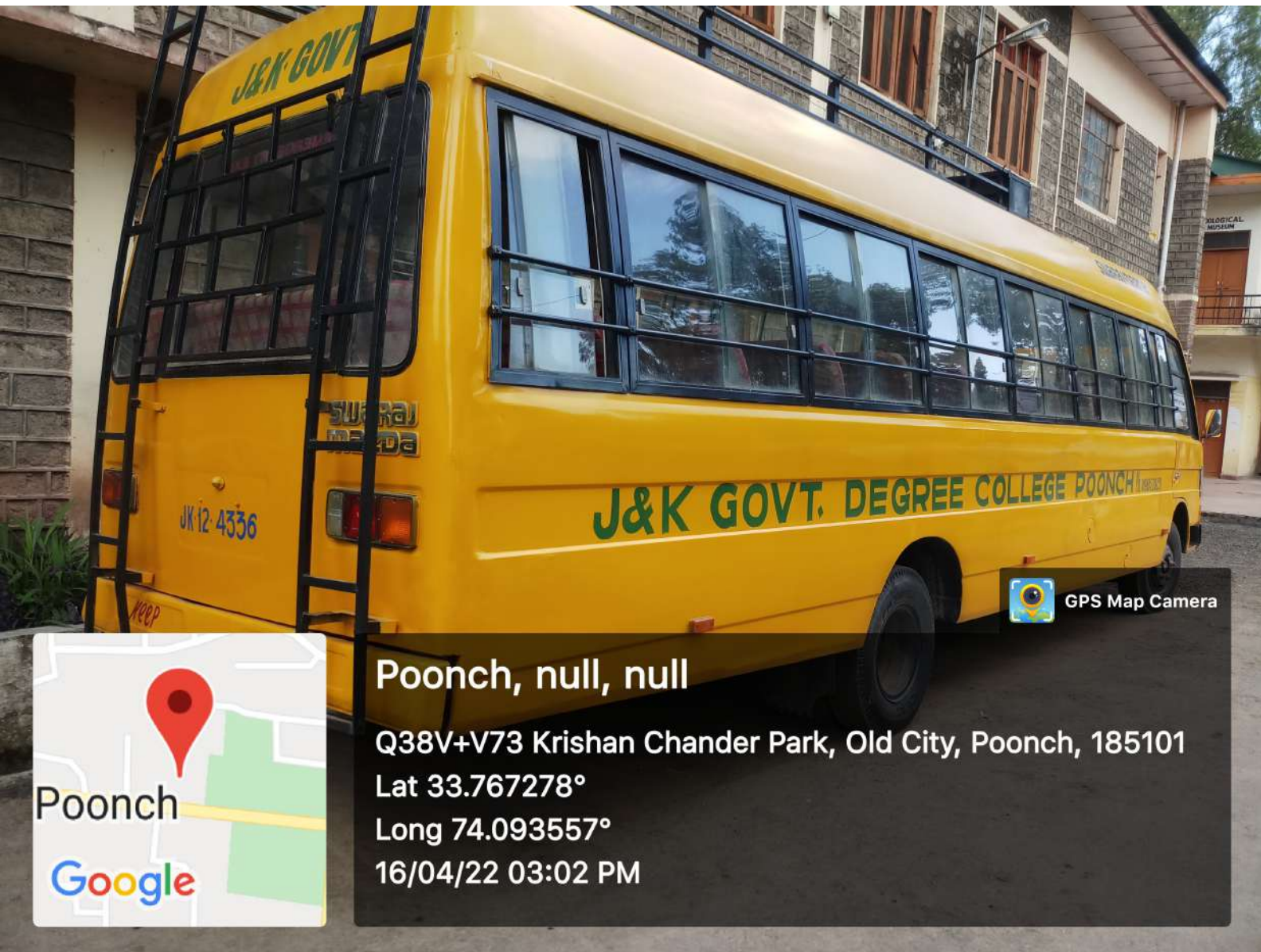
On 8th of March 2019, NSS unit in collaboration with Women Development Cell of Govt. Degree College Poonch commemorated **International Women's Day**. The programme was presided over by the principal of the college Prof. Tajinder Sigh. In his presidential address he highlighted the role of women in building a happy and peaceful society . A seminar was organized on the theme “Role of Women in the Development of Society”. NSS Volunteers beautifully conducted the proceedings of the function. Programme was started with the lightening of the lamp. Seven students participated and presented papers in the seminar. Different items including speeches, skits, tablo, personality walk and dance were presented by college students. The programme was organized under the supervision of NSS Program Officers Dr. Farooq Ahmed and Dr. Loveleen Kour. Vote of thanks was presented by Prof. Poja Devi. A large number of students and staff witnessed the programme.





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Mussaraf Shah

Mar 8 · 🌍

International women's day celebrated in GDC
poonch. 8th March 2021

Chic





COMMEMORATED INTERNATIONAL WOMEN'S DAY

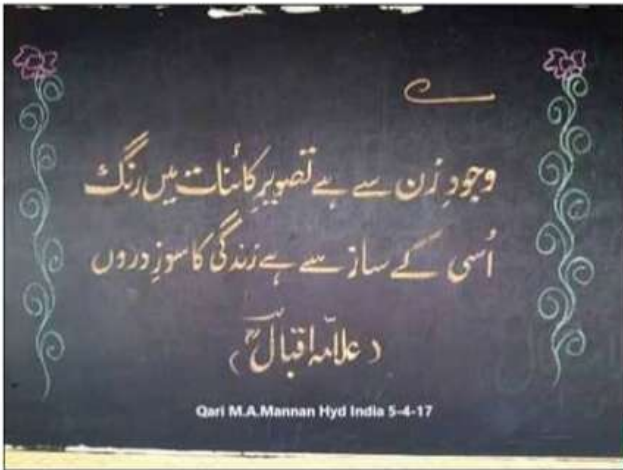
On 12th of March 2018, NSS unit in collaboration with Women Development Cell of Govt. Degree College Poonch commemorated **International Women's Day** with full fervor and gaiety. The programme was presided over by the principal of the college Prof. Syed Mussaraf Hussain Shah. In his presidential address he highlighted the role of women in building a happy and peaceful society. Dr. Shamim Bhatti was the guest of honour in the function who also delivered a very informative and motivating lecture on the role of women in the present society. Earlier the programme started with the welcome address by Dr. Tabbasam Naz, Assistant Professor of Zoology and it was started with the lightening of the lamp. The function was very beautifully conducted by Toiba Fatima Mir and Kaneez Fatima Rathore. Different items including speeches, skits, tablo, personality walk and dance were presented by college students. The programme was organized under the supervision of NSS Program Officers Dr. Farooq Ahmed and Dr. Loveleen Kour. Vote of thanks was presented by Prof. Shaista Parveen. A large number of staff and students were present on this occasion.



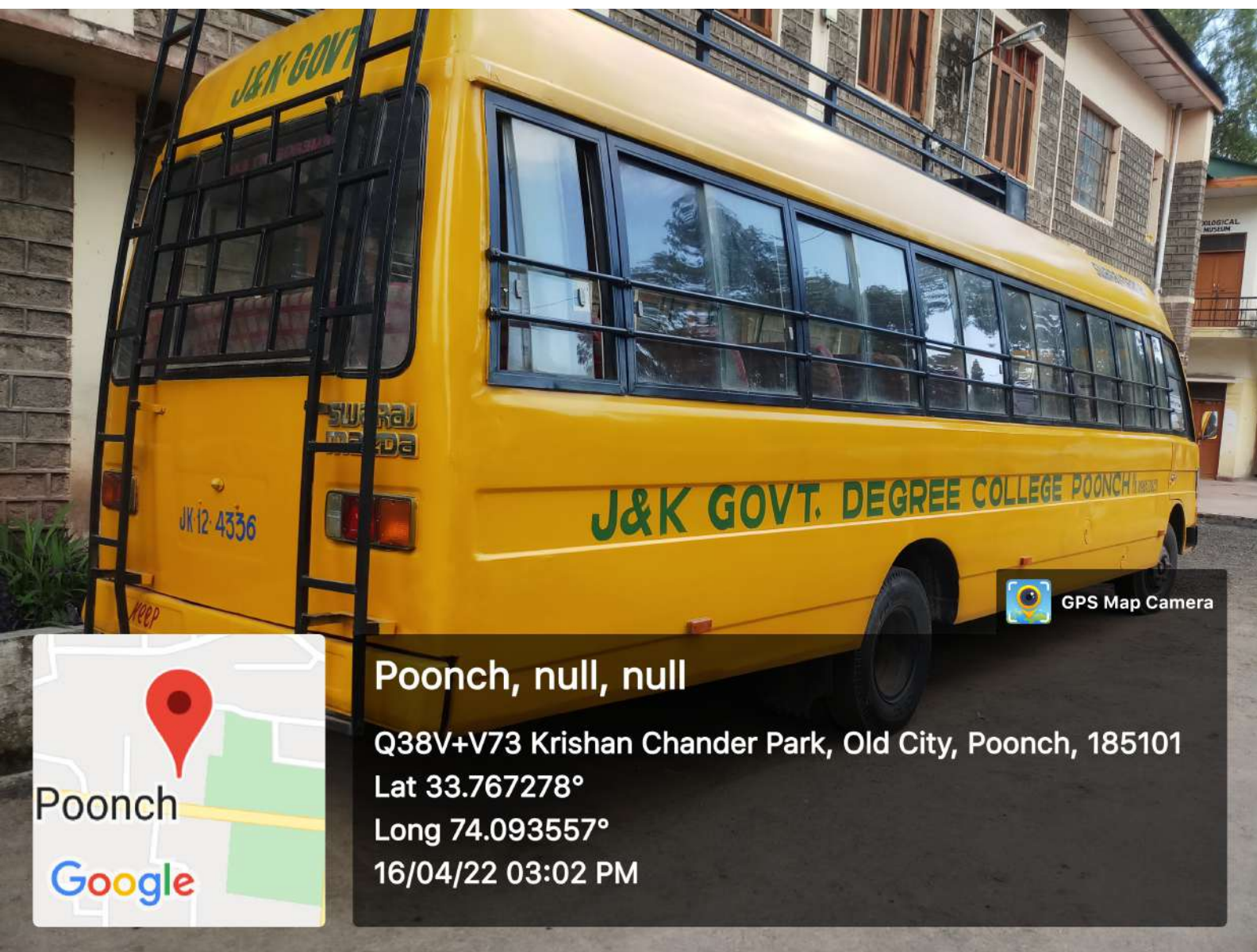


CELEBRATED INTERNATIONAL WOMEN'S DAY-2019

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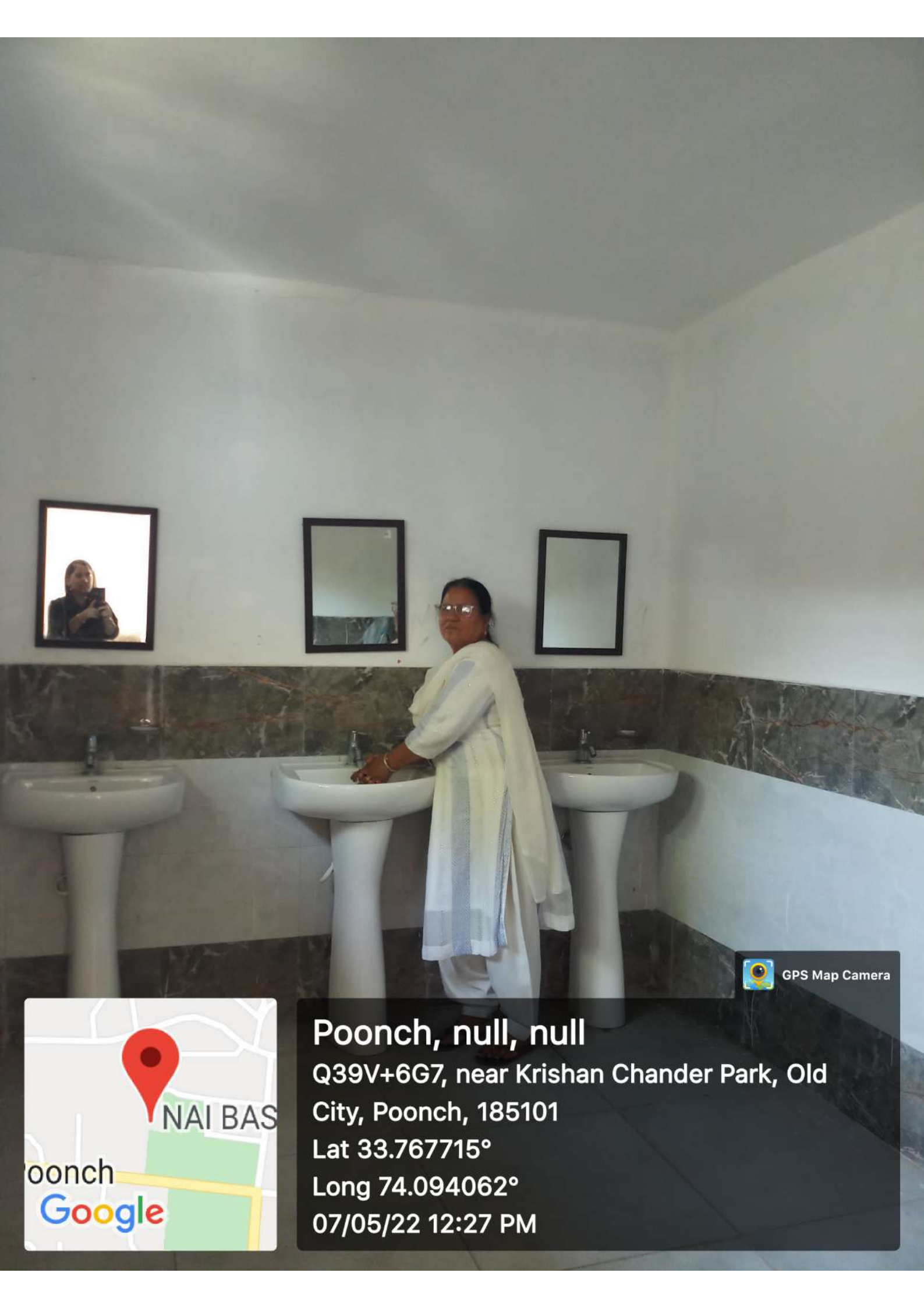
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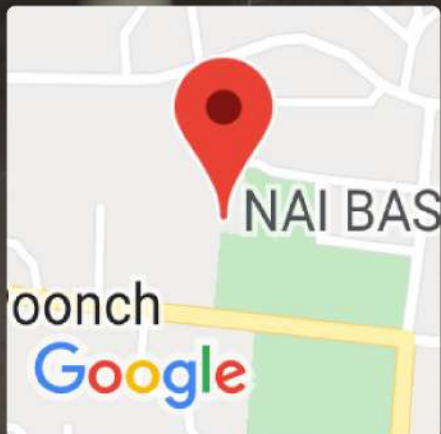
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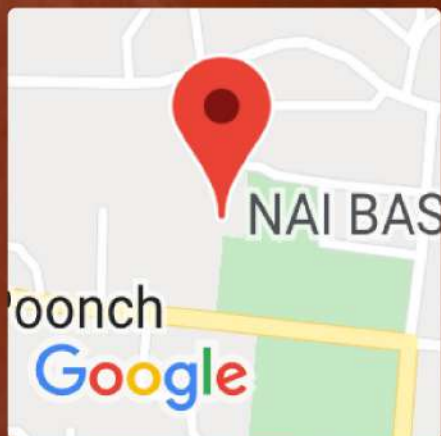
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THE PRINCIPAL
GOVT. DEGREE COLLEGE
POONCH.

SUBJECT:-

INFORMATION REGARDING COMPLAINTS BY ANY OF THE STUDENT /COLLEGE BY WOMEN
EMPOWERMENT CELL AND SEXUAL HARASMENT CELL DURING THE YEAR OF 2016-17.

R/SIR ,

Respectfully ,it is mentioned that u/s has not received any complaint during the session of of 2016-17 as
coordinator for the above mentioned cells by any of my student/colleague.



Thanking you .

Yours sincerely

Dr Rani Mughal

Coordinator

Women empowerment cell & sexual harassment cell

THE PRINCIPAL
GOVT. DEGREE COLLEGE
POONCH.

SUBJECT:-

INFORMATION REGARDING COMPLAINTS BY ANY OF THE STUDENT /COLLEGE BY WOMEN
EMPOWERMENT CELL AND SEXUAL HARASMENT CELL DURING THE YEAR OF 2017-18.

R/SIR ,

Respectfully ,it is mentioned that u/s has not received any complaint during the session of of 2017-18 as coordinator for the above mentioned cells by any of my student/colleague.



Thanking you .

Yours sincerely

Dr Rani Mughal

Coordinator

Women empowerment cell & sexual harassment cell.

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Coordinator

Women empowerment cell & sexual harassment cell.

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Thanking you.

Yours sincerely

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Coordinator

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GRIEVANCE REDRESSAL MECHANISM

The S.K.C Govt. Degree College Poonch has an effective Grievance Redressal Mechanism consisting of several committees constituted for proper handling of grievances of students. The grievances are resolved by following committees duly constituted by principal of the college:

Academic grievances:

- **Admission Committee:** grievances related to admissions.
- **Examination Committee:** grievances related to External and Internal Assessment Exams.
- **HoDs/Teacher-In-Charges of various Departments:** grievances related to Teaching-Learning.

Non-Academic grievances:

- **Internal Complaints Committee/Sexual Harrassment Committee:** grievances related to sexual harassment
- **Anti-Ragging Committee:** grievances related to ragging
- **Discipline Committee:** grievances related to general discipline:
- **Administrative Office:** grievances related to infrastructure:

Grievances Hostels:

- **Warden Boys Hostel:** grievances related to Boys Hostel.
- **Warden Girls Hostel:** grievances related to Girls Hostel.

General Grievances:

Students Grievance Redressal Committee: For any other grievances not categorized above.

Students may register their grievances through the following channels:

Offline mode:

- The final authority for all student related grievances at College level is the Principal, S.K.C GDC Poonch.
- The student(s) having grievance(s) may approach the members or heads/convener of appropriate committee with a written application.
- For ragging related grievances, the aggrieved student (s) may directly inform any of the members of the Anti-Ragging Committee of the college either directly or on mobile.
- Grievances, on plain paper, may be posted in complaint boxes fixed outside administrative office.
- For teaching-learning and internal assessment related grievances, students are advised to first express their grievance to the concerned faculty members. On non-resolution of grievance, the student may approach the convener, Examination committee with a written application.
- Student (s) may also approach the Principal, S.K.C GDC Poonch directly for resolution of their grievances.

Online mode:

- The aggrieved students may approach to heads/conveners/principal of the college through email, WhatsApp etc.

*****XXXXXXXX*****

ANNUAL REPORT OF INTERNAL COMPLAINT COMMITTEE (ICC),
SKC GOVT, DEGREE COLLEGE POONCH

Academic Year: 2020 –2021

Sl. No	Particulars	Information
01	Number of complaints of Sexual harassment received in the year	NIL
02	Number of orientation or training programmes carried out for the members of the ICC to deal with complaints	02
03	Number of complaints disposed of during the year	NIL
04	Number of workshops or awareness Programme carried out for the officers, functionaries, faculty and students to sensitize them against sexual harassment	01
05	Nature of action taken by the Technical Institution against the perpetrator	NIL

**(1) Workshop was attended by Dr Tabassum Naz/Convenor ICC-KCM-GDCPOONCH
On 11-FEB-2021**

A training session on Sexual Harassment at Workplace (Prevention, Prohibition & Redressal) was attended by Dr Tabassum Naz/Convenor ICC by the Internal Complaints Committee on 11-FEB-2021 in the University of Jammu Ms. Rekha Sharma (Chairperson National Commission for Women) was the Chief Guest of the function and Prof. Manoj Dhar , Vice-Chancellor University of Jammu presided over the function .



(2) Awareness Programme:-

An Awareness Programme was organized on 23-02-2021 under the guidance of worthy Principal Prof. M.H. Shah on the topic Personal Hygiene & Cervixal Cancers at Government Degree College Poonch. Dr. Tabbasam Naz (Convenor Internal Complaint

Committee) have welcomed the resource person and IQAC Coordinator Prof. Khadam Hussain. The whole programme was presided by Principal Prof. Mussaraf Hussain Shah. The resource person of the programme was Dr. Navjot Kour from Tiens Organization. She highlighted the different aspects of hygiene, causes of female reproductive system cancer and PCOD. More than hundred female students have participated in this programme. Vote of Thanks was done by Dr. Tabbasam Naz.



(3) Awareness Programme:-

An Awareness Programme was organized on 11-10-2021 under the guidance of worthy Principal Prof. M.H. Shah Degree College Poonch on the topic of Evolution and salient features of POSH ACT-2013. Dr. Tabbasam Naz (Convenor Internal Complaint Committee) welcomed the resource person Mr Wajahat Hussain Kazmi DSLA and IQAC Coordinator Prof. Khadam Hussain. The whole programme was presided by Principal Prof. Mussaraf Hussain Shah. The resource person explained in detail POSH ACT-2013 and he highlighted the purpose, objectives terminologies ,prevention and prohibition ,redressal penalties and legal charges of ICC.

The event was a huge success as we had 200 participants.

Convener ICC

SKCGDC POONCH

Minutes of the meeting of Internal Complaint Committee (ICC) on Sexual harassment of women at work place.

The meeting of Internal Complaint Committee was held on 15/02/2021 at 2:30 Pm in conference Hall of the College.

The following members were present in the meeting.

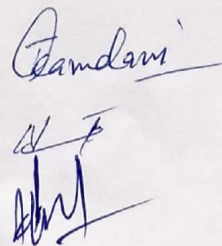
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- 1) Dr Tabbasam Naz
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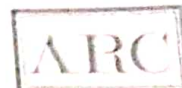
Convenor
Member
Member



Date:- 15-02-2021



ANTI-RAGGING COMMITTEE
Government Degree College Poonch
(NAAC Accredited B+ Grade)



NO: GDCP/ARC/21/03

Date: 30-11-2021

SUBMITTED BEFORE WORTHY PRINCIPAL, GOVT. DEGREE COLLEGE, POONCH

Subject: - Minutes of the meeting/ action plan submitted for necessary advice and approval.


Members of Anti-Ragging Committee (ARC) held a meeting on 30th of November, 2021 at 11:30 am in the office chamber of HOD, Zoology with the objective to discuss and finalize the modus operandi to deal with the menace of ragging in terms of the directives of Hon'ble Supreme Court and guidelines by the UGC. After threadbare discussion committee understood the anatomy of the assigned job and accordingly decided/ purposed as under:

1. Location of the office of the committee shall be the "Room of HOD Zoology", if some other suitable room/ site is not designated.
2. The college campus has sufficient number of CCTV cameras installed and linked with LED panel (138 inches) fixed on the wall in the office chamber of worthy Principal is displaying 36 segments. It is proposed to install CCTV cameras in the boys and Girls hostels to tackle with the menace of ragging.
3. In the light of the directives by Hon'ble Supreme Court all the employees of the college be regularly sensitized towards the evils and consequences of ragging and their duties to curb this menace. In this regard worthy principal may obtain an undertaking from its entire staff members that he/she would immediately report if any case of ragging comes to his/her notice.
4. It is recommended to constitute Anti-Ragging Squad (ARS) or Task Force of the staff members (Teaching, Non-teaching and Local Fund) to ensure vigil during working hours in the college and odd hours at the hostels.
5. To fully sensitize and aware the students following activities are proposed to be performed.
 - I. Publication of a brief brochure entitled "No Tolerance to Ragging" to be handed over to students and staff.
 - II. Fabrication of different size {3X4 feet(05 nos) and 6X8 feet(02 nos), banners, display boards and hoardings with printed material:
 - a) Warm Welcome Freshers, Helpline numbers (Mobile numbers of all the Anti-ragging committee members) and E-mail ID.
 - b) Warning Ragging is prohibited, Ragging is a Crime, Ragging is a punishable offence, stop ragging, don't indulge in ragging, don't be a mute spectator to ragging report incident immediately to numbers

(Mobile numbers of Worthy Principal and all Anti-ragging committee members) and E-mail ID of College.

- c) The identity of the informants shall be kept fully protected
- d) Directives of Apex Court/ UGC Guidelines describing ragging and the consequences thereof
- e) To initiate an action against the accused his/her parents shall be approached/ involved as party along with.

6. It is proposed that Worthy Principal may direct staff members that they must make surprise visit in every nook and corner to check ragging on the spot and to boost the morale of freshers and enquire their well being.
7. That an amount of rupees Seven Thousands as an advance may kindly be provided for meeting the expenditure on the items mentioned above under para-5, such as publishing brochure, printing, framing posters/ banners etc; in terms of the directives by Hon'ble Supreme Court and guidelines by the UGC.


Dr. Farooq Ahmed
Convener
Anti-Ragging Committee

Members Anti-Ragging Committee

1. Dr. Zakir Hussain (HOD English)
2. Prof. Fateh Mohd (Warden Boys Hostel)
3. Prof. Shaista Parveen (HOD Arabic)
4. Prof. Nusrat Koser (HOD Political Science)
5. Dr. Tabassam Naz (Warden Girls Hostel)
6. Sh. Mukesh Kumar (PTI)
7. S. Ravinder Singh (Asstt. PTI)

Logo

GOVT. DEGREE COLLEGE, POONCH
ANTI-RAGGING COMMITTEE
NO TOLERANCE TO RAGGING

WHAT IS RAGGING?

- Any Act or Disorderly Conduct by spoken or written words.
- An act which has the effect of teasing, treating or handling with rudeness.
- Indulging in rowdy or undisciplined activities which cause or likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in fresher.
- Asking the junior to do an act or perform something which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher.
- Any act results in Criminal intimidation/ wrongful restrain, Undermining human dignity, Financial exploitation/ extortion and use of force.

Consequences of indulging or participating in/ or abetment of ragging can be:

- Suspension from attending classes.
- Withdrawing/ withholding all benefits like scholarship/ fellowship.
- Expulsion from the hostels/institution.
- Debarring from examinations or participation in any regional, national or international meets, tournaments, youth festival etc.
- Withholding results.
- Fine as admissible under norms.
- Rustication from the institution for period varying from 01 to 04 semesters.
- Cancellation of admission.
- Denied/ debarred from admission to any institution.
- For an action parents of the accused shall be approached/ involved as party along with.
- Lodging of FIR with local police under norms.
- **OFFICE HELPLINE NO 01965-220231**
- **Email ID: degrecollegepoonch@gmail.com**
- **Police station Poonch 01965-220225**

recommended for printing of 2 nos (6x6 feet)
banners & fixed on iron frame with Arms.

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No: GDCP/21/..... Dated: 30-11-20

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Approved
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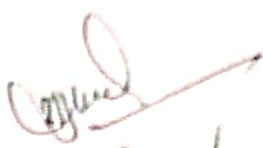
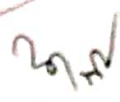

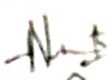

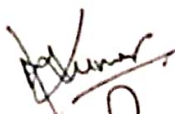

ANTI-RAGGING COMMITTEE
Government Degree College Poonch
(NAAC Accredited B+ Grade)




NO: GDCP/ARC/21/02
Date: 30-11-2021

MEETING NOTICE

Following respected members of Anti-Ragging Committee (ARC) are requested to attend a meeting today on 30-11-2021 at 12:30 pm in the office chamber of HOD Zoology to discuss and finalize modus operandi to implement the directives by Hon'ble Supreme Court and guidelines by the UGC to eliminate the menace of ragging from the institute.

1. Dr. Zakir Hussain (HOD English) 
2. Prof. Fatch Mohd (Warden Boys Hostel) 
3. Prof. Shaista Parveen (HOD Arabic) 
4. Prof. Nusrat Koser (HOD Pol. Science) 
5. Dr. Tabassam Naz (Warden Girls Hostel) 
6. Sh. Mukesh Kumar (PTI) 
7. S. Ravinder Singh (Asstt. PTI) 


(Dr. Farooq Ahmed)
Convener
Anti-Ragging Commi

Copy to:

1. Worthy Principal Govt. Degree College, Poonch for kind information please.
2. Coordinator IQAC, Govt. Degree College, Poonch for information please.
3. All the members to note for compliance please.



OFFICE OF THE PRINCIPAL GOVERNMENT DEGREE COLLEGE POONCH
(NAAC ACCREDITED B+ GRADE)

No: GDCP/2021/121+
Dated : 24-11-2021

ORDER

The following staff members are hereby incorporated as members in Anti-Ragging Committee of the college with immediate effect:

1. Prof. Fatch Mohd (warden Boy's Hostel)
2. Dr. Tabassam Naz (Warden Girl's Hostel)

Principal
Govt. Degree College
Poonch

Copy to:

1. Coordinator, IQAC.
2. Convener, Anti-Ragging Committee.
3. All incorporated committee members.
4. Office File.



ANTI-RAGGING COMMITTEE
Government Degree College Poonch
(NAAC Accredited B+ Grade)



NO. GDCP/ARC/21/01

Date: 22-11-2021

To

The Principal,
Govt. Degree College,
Poonch

Reference: NO: GDCP/ 21/01, dated

Subject: - Inclusion/ incorporation of hostel warden's as members Anti-Raging Committee.

Sir,

Kindly incorporate the names of esteemed colleagues holding the assignment of hostel warden's as members of Anti-Raging Committee for the implementation of Hon'ble Supreme Court Order (Judgment of 8th May 2009 and others) and UGC Guidelines (No. F 1-16/2007(CPP-ii) of April, 2009) to curb the menace of ragging.

The order passed by your kindself regarding incorporation of hostel warden's as members Anti-Raging Committee may kindly be communicated to the concerned with a copy to the convener of the committee, so, that a meeting of committee may be convened as early as possible.

Thanking you sir.

Yours Faithfully


Dr. Farooq Ahmed)

Convener

Anti-Raging Committee
GDC, Poonch



OFFICE OF THE PRINCIPAL
GOVERNMENT DEGREE COLLEGE POONCH

COMPARATIVE STATEMENT

S No	Items	Abheeha Enterprises Poonch	Cost 2 Enterprises Shree Mahesh Computer Poonch	Cost 3 Computer Poonch
1)	File Hammer with iron stand good quality Rs 6 foot	3450/-	3500/-	3500/-
2)	File Hammer Rs 3 foot	3250/-	3300/-	3400/-
3)	Labour Charges	500/-	600/-	600/-

The rates quoted by Abheeha Enterprises, Poonch are the lowest one as per the quotations enclosed herewith. Hence it is recommended that supply orders may be placed to the said firm.

Committee:

1. [Signature] 2. [Signature] 3. [Signature] 4. [Signature]
5. [Signature] 6. [Signature]

Approved By

Principal
Govt. Degree College
Poonch