

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)President :
SRI KALIPADA MANDALPrincipal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSERef. No. SSM/OFN/220/2018-19Date 01.09.2018

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Internal Complaint Committees being constituted with the following members (for the College Code 424 under the University of Calcutta)

Members are:

Sl	Name	Designation	Contact Number
1	Ms. Chaitali Chakraborty	President,	9874754664
2	Ms. Mau Dutta	Member	9836094808
3	Ms. Gita Sarkar	Member	9836640024
4	Ms. Soumita Chatterjee	Member (NGO)	8013609421
5	Ms. Suparna Dey	Member	8902156107

The Convener of the IC is requested to conduct a meeting of the committee in order to formulate Institutional strategies in this regard.

Details of the functions of the committee is presented in Annexure-I

DR. SANTU KUMAR BOSE**PRINCIPAL**Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.E-mail : ssmahavidyalaya@gmail.comATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya
6/8/18/24

Annexure-I

Function of the Committee:

The Internal Complaints Committee has two major functions :

1. Preventive

2. Remedial Preventive

- To work towards creating an atmosphere promoting equality, non-discrimination and gender sensitivity.
- To promote and facilitate measures to create a work environment that is free of sexual harassment. R

Remedial

- To receive and take cognizance of complaints made about sexual harassment at the university and give every complaint serious consideration.
- Crisis Management, Mediation and Counselling
- To conduct enquiries into the complaints, place findings and recommendations regarding penalties against the harasser.

The sexual harassment of women at workplace (prevention, prohibition and redressal) act 2013

The sexual harassment of women at workplace (prevention, prohibition and redressal) act 2013 is an act to provide protection against sexual harassment of women at work place. Sexual harassment results in the violation of basic fundamental rights of women such as Right to equality under article 14,15 and her right to life and live with dignity under article 21 of the constitution of India.

What is Sexual Harassment?

Sexual harassment includes any one or more of the following unwelcome acts or behavior

- 1: Physical contact and advances
- 2: A demand or request for sexual favors
- 3: making sexually colored remarks

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED
[Signature]
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya
08/05/24

4: showing pornography

5. any unwelcome messages through telephone or internet

Rules and Procedures :

- All meetings of the Committee will be called by the Chairperson and a notice of at least 5 working days must be given for the meeting while in exceptional cases, an emergency meeting may be convened as per the requirement.
- No person who is a complainant, witness, or defendant in the complaint of sexual harassment shall be a member of the Committee.
- Any Committee member charged with sexual harassment in a written complaint must step down as member during the enquiry into that complaint.
- If the ICC decides not to conduct an enquiry into a complaint, it shall record the reasons for the same in the minutes of the Committee meeting. The Committee shall make the same available to the complainant in writing.
- Within not more than five working days on the receipt of the first intimation of the enquiry, the complainant and the defendant shall submit, to the Convenor of the Committee in writing, a list of witnesses, together with their contact details, that she/he desires the Committee to examine.
- The Committee shall have the power to summon any official papers or documents pertaining to the complaint under enquiry.
- The Committee may consider as relevant any earlier complaints against the defendant. However, the past sexual history of the complainant shall not be probed into as such information shall be deemed irrelevant to a complaint of sexual harassment.
- The Committee shall have the right to summon, as many times as required, the defendant, complainant and/or any witnesses for the purpose of supplementary testimony and/or clarifications.
- The defendant, the complainant, and witnesses shall be intimated at least seventy two hours in advance in writing of the date, time and venue of the enquiry proceedings. The responsibility of communicating with the witnesses lies with the complainant/defendant regarding the date, time and venue of the meeting.
- All proceedings of the Committee shall be recorded in writing. The record of the proceedings and the statement of witnesses shall be endorsed by the persons concerned in token of authenticity thereof.
- All persons heard by the Committee, as well as observers/nominees, shall take and observe an oath of secrecy about the proceedings to protect the dignity of the complainant and the defendant. Any violation of the oath of secrecy may invite penalties.

Exception:

A complainant has the right to go public about the complaint of sexual harassment if she so desires. If the Complainant goes public before filing the complaint with the Committee against Sexual Harassment, the same shall not prejudice the Committee members.

- If the complainant desires to tender any documents by way of evidence, the Committee shall supply true copies of such documents to the defendant. Similarly, if the defendant desires to tender any documents in evidence, the Committee shall supply true copies of such documents to the complainant.
- In the event that the Committee thinks that supplementary testimony is required, the Convenor of the Committee shall forward to the persons concerned a summary of the proceedings and allow for a time period of seven days to submit such testimony, in person or in writing, to the Committee.
- All information received in the course of the examination and enquiry into a complaint of sexual harassment shall be held in trust by the concerned Committee against Sexual Harassment and the same shall not be made available pursuant to an application under the Right To Information Act, 2005. Such information shall constitute an exception under Section 8 (e) of the Right to Information Act, 2005, as the same is held by the Committee Against Sexual Harassment in a fiduciary relationship and the non-disclosure of the same will not be against public interest. To the contrary disclosure of such information may endanger the life or physical safety of the complainant or any of the witnesses. An exception to this Rule will be when the complainant herself applies for information under the Right to Information Act, 2005.

Shal.
Co-ordinator
IQAC
Shyamprasad Mahavidyalaya
Ajodhya, Howrah.

Principal
Shyamprasad Mahavidyalaya
Ajodhya
Page 3



How to Lodge a Complaint?

All complaints must be brought by the complainant in person. The following exceptions will be admitted: 1. In cases of forced confinement of the person. In such a case, brought by another person on behalf of the complainant, the Committee will examine whether an enquiry, intervention or some other assistance is needed. 2. In exceptional cases, third party/witness complaints may be entertained. In such cases, the Committee will ascertain whether the woman alleged to have been sexually harassed wishes to lodge a formal complaint. Once such a complaint is received the Committee shall proceed to inquire into it as per the procedure specified. 3. Where the Committee takes suo-moto notice. • Complaints can be lodged directly with any member of the ICC, or through existing channels for lodging grievances, such as the RGUKTB administration, academic and nonacademic staff association etc. If the complaint is made through any such channel, the person to whom the complaint is made should bring it to the notice of the Committee within two working days of its receipt by her/him. • The complaint may be oral or in writing. If the complaint is oral, it shall be documented in writing by the ICC member receiving the complaint and the same shall be authenticated by the complainant under her dated signature or thumb impression as the case may be. The members of the Committee shall maintain confidentiality about the proceedings conducted by them. • Suspension/ transfer of the alleged harasser from his official position can be considered during the pendency of the enquiry if his presence is likely to interfere with the enquiry. • The victim of sexual harassment will have the option to seek transfer of the perpetrator or her own transfer where applicable. • All complaints made to any Committee member must be received and recorded by the member, who shall then inform the Chairperson about the complaint, who in turn shall call a meeting of the Committee. • The proceedings under these Rules and Procedures of ICC shall not, in any way, be affected by any other proceedings against the defendant taken up by the complainant under any other provision of civil or criminal law, except to the extent specifically ordered by a court of law.

- The provisions of these Rules and Procedures of ICC shall not restrict the powers of the University or the complainant to proceed against the defendant for any other misconduct or pursue criminal or civil remedies, whether or not connected with the misconduct within the purview of these rules

Penalties: The penalties listed below are indicative, and shall not constrain the RGUKT-B administration from considering others, in accordance with the rules governing the conduct of all members of the RGUKT-B 1. Written apology 2. Bond of good behaviour 3. Gender sensitization 4. Counselling 5. Adverse remarks in the Confidential Report 6. Debarring from supervisory duties 7. Suspension 8. Denial of membership of statutory bodies 9. Denial of re-employment 10. Stopping of increments/promotion 11. Reverting, demotion 12. Transfer 13. Dismissal 14. Withdrawal of residential facilities and prohibition from entry on the campus etc. 15. Any other relevant mechanism.



Shel'
Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajothya, Howrah.

ATTESTED

Shel'
08/06/24
Principal
Shyampur Siddheswari Mahavidyalaya
Ajothya

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/ENV/AO/2018-19

Date: 05.12.2018

NOTICE

This is to inform all concerned that Women Cell & ICC of the Institute in association with IQAC is going to organize one awareness drive entitled

Better Hygiene Leads to Better Health

On 22.12.2018 at 11.00am

All teachers and students concerned are advised to attend the Programme and make it successful one.

Dr. S.K. BOSE

(Principal)

Shyampur Siddheswari Mahavidyalaya

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED

08/06/19 Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Shyampur Siddheswari Mahavidyalaya

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President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/EVN/12/2019-20

Date
Date: 02.12.2019

NOTICE

This is to inform all concerned that Women Cell & ICC of the Institute in association with IQAC is going to organize one awareness drive entitled

Prevention of Early Marriage

On 20.12.2019 at 11.00am

All teachers and students concerned are advised to attend the Programme and make it successful one.

Dr. S. K. Bose

(Principal)

Shyampur Siddheswari Mahavidyalaya

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Co-ordinator
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President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/EVN/39A/2020-21

Date

Date: 27.01.2021

NOTICE

This is to inform all concerned that Women Cell & ICC of the Institute in association with IQAC is going to organize one awareness drive entitled

Psychological Disorder: After effects of Covid 19(Online)

On 15.02.2021 at 3.00pm

All teachers and students concerned are advised to attend the Programme and make it successful one.

Dr. S.K. Bose

(Principal)

Shyampur Siddheswari Mahavidyalaya

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
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08/06/24

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Shyampur Siddheswari Mahavidyalaya

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(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)President :
SRI KALIPADA MANDALTeacher-in-Charge & Secretary :
GOBINDA PRASAD BARMANRef. No. SSM/OFN/135/2021-22Date 25.02.2022

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Internal Complaint Committees being constituted with the following members (for the College Code 424 under the University of Calcutta)

Members are:

Sl	Name	Designation	Contact Number
1	Ms. Chaitali Chakraborty	President,	9874754664
2	Ms. Mau Dutta	Member	9836094808
3	Dr. Shibani Saha	Member	9874959113
4	Ms. Soumita Chatterjee	Member (NGO)	8013609421
5	Ms. Suparna Dey	Member	8902156107

The Convener of the [✓]ICC is requested to conduct a meeting of the committee in order to formulate Institutional strategies in this regard.

Details of the functions of the committee is presented in Annexure-I


MR. GOBINDA PRASAD BARMAN


TEACHER-IN- CHARGE

Teacher In-Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.




Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED


Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya
08/06/24

E-mail : ssmahavidyalaya@gmail.com

Annexure-I

Function of the Committee:

The Internal Complaints Committee has two major functions:

1. Preventive

2. Remedial Preventive

- To work towards creating an atmosphere promoting equality, non-discrimination and gender sensitivity.
- To promote and facilitate measures to create a work environment that is free of sexual harassment. R

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- To receive and take cognizance of complaints made about sexual harassment at the university and give every complaint serious consideration.
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Sexual harassment includes any one or more of the following unwelcome acts or behavior

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- 4: showing pornography
5. any unwelcome messages through telephone or internet

Rules and Procedures:

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Principal
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Ajodhya

Shu
05/12/29

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Co-ordinator
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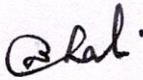
Principal
Shyamprasad Mahavidyalaya
Ajothya

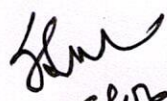
etc. If the complaint is made through any such channel, the person to whom the complaint is made should bring it to the notice of the Committee within two working days of its receipt by her/him. • The complaint may be oral or in writing. If the complaint is oral, it shall be documented in writing by the ICC member receiving the complaint and the same shall be authenticated by the complainant under her dated signature or thumb impression as the case may be. The members of the Committee shall maintain confidentiality about the proceedings conducted by them. • Suspension/ transfer of the alleged harasser from his official position can be considered during the pendency of the enquiry if his presence is likely to interfere with the enquiry. • The victim of sexual harassment will have the option to seek transfer of the perpetrator or her own transfer where applicable. • All complaints made to any Committee member must be received and recorded by the member, who shall then inform the Chairperson about the complaint, who in turn shall call a meeting of the Committee. • The proceedings under these Rules and Procedures of ICC shall not, in any way, be affected by any other proceedings against the defendant taken up by the complainant under any other provision of civil or criminal law, except to the extent specifically ordered by a court of law.

• The provisions of these Rules and Procedures of ICC shall not restrict the powers of the University or the complainant to proceed against the defendant for any other misconduct or pursue criminal or civil remedies, whether or not connected with the misconduct within the purview of these rules

Penalties: The penalties listed below are indicative, and shall not constrain the RGUKT-B administration from considering others, in accordance with the rules governing the conduct of all members of the RGUKT-B 1. Written apology 2. Bond of good behaviour 3. Gender sensitization 4. Counselling 5. Adverse remarks in the Confidential Report 6. Debaring from supervisory duties 7. Suspension 8. Denial of membership of statutory bodies 9. Denial of re-employment 10. Stopping of increments/promotion 11. Reverting, demotion 12. Transfer 13. Dismissal 14. Withdrawal of residential facilities and prohibition from entry on the campus etc. 15. Any other relevant mechanism.




Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya
08/02/24

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
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President :
SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :
GOBINDA PRASAD BARMAN

Ref. No. SSM/EVN/HIA/2021-22

Date

Date: 04.03.22

NOTICE

This is to inform all concerned that Women Cell & ICC of the Institute in association with IQAC is going to organize one awareness drive entitled

Basic training of Karate

On 22.03.2022 at 11.00am

All teachers and students concerned are advised to attend the Programme and make it successful one.


Mr. Gobinda Prasad Barman

(Teacher-in- Charge)


Shyampur Siddheswari Mahavidyalaya

Teacher In-Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.



ATTESTED

08/03/22
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya


Co-ordinator
IQAC
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Ajodhya, Howrah.

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Shyampur Siddheswari Mahavidyalaya

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President :
SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :
GOBINDA PRASAD BARMAN

Ref. No. SSM/EVN/37A/2022-23

Date

Date: 22.12.22

NOTICE

This is to inform all concerned that Women Cell & ICC of the Institute in association with IQAC is going to organize one awareness drive entitled

GENDER EQUITY: AN OBSERVATION

On 17.01.2023 at 11.00am

All teachers and students concerned are advised to attend the Programme and make it successful one.


22/12/22

Ms. Gobinda Prasad Barman

(TEACHER-IN-CHARGE)

Shyampur Siddheswari Mahavidyalaya

Teacher In-Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.





Co-ordinator
IQAC
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Principal
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(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)President :
SRI KALIPADA MANDALPrincipal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSERef. No. SSM/OFN/172/2020-21Date 05.12.2020

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Anti Ragging Committee (ARC) for the Academic Session 2020-2021 is being constituted with the following members (for the College Code 424 under the University of Calcutta)

Sl No.	Category	Name	Contact No.
1	Institutional Administration	Dr. Santu Kumar Bose, Principal-Chairman	9635323137
		Mr. Rajarshi Mukherjee, IQAC Coordinator	9433083018
		Dr. Srikanta Nandi, TCS, Convener of ARC	8372058604
		Mr. Deb Kumar Ghoshal, Bursar	9474159254
		Mr. Gobinda Prasad Barman	9830872729
2	Faculty Members	Dr. Ananda Gopal Gupta	8697599131
		Dr. Sukumar Guchait	9735521484
		Ms. Suparna Dey	8902156107
		Mr. Mridul Ghosh	7003714662
		Ms. Kinkar Nath Chatterjee	9477638618
		Mr. Susanta Kr Mondal	9382201676
		Mr. Prasenjit Sarkar	8918920966
		Mr. Somnath Chattapadhyaya	9474856503
		Dr. Dhurba Chandra Dhali	9831813759
		Dr. Bedhas Ujjwal Mandal	9831144539
		Dr. Deepshikha	8700527113
		Dr. Satarupa De	9830010247
		Mr. Surajit Mondal	8013518898
3	Civil Administration	Nominee from B.D.O. Shyampur-II	
4	Police Administration	Nominee form Shyampur Police Station	
5	Local Media	Syed Abu Md. Mohasin, Journalist, Ei Samay (Bangla Edition) & Press Trust of India	9748843938
6	Non-Government Organization	Arjan Basu Roy, Secretary Nature Mates Nature Club, Bijoygarh, Kolkata	9874357414
7	Non-Teaching Staff	Mr. Mafijur Rahman	9732987896
8	Students' representative	Sayantika Santra	9883617017
		Subrata Pal	9883360725
		Labanya Bari	8436534095
9	Parent representative	Sahidul Islam Khan	9733950737
		Deb Kumar Ghoshal	9474159524
		Subhash Roy	8001479782

The Convener-ARC is requested to conduct a meeting of the ARC in order to formulate Institutional strategies for the Academic Session 2020-21

(DR. SANTU KUMAR BOSE, PRINCIPAL)

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.
E-mail: ssmahavidyalaya@gmail.comTESTED
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Principal
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Shyampur Siddheswari Mahavidyalaya

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(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)President :
SRI KALIPADA MANDALPrincipal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSERef. No. SSM/OFN/173/2020-21Date 05.12.2020

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Anti Ragging Squad (ARS) for the Academic Session 2020-21 is being constituted with the following members (for the College Code - 424 under the University of Calcutta)

Sl. No.	Name	Contact No.
1	Dr. Arun Kumar Maiti	9434568316
2	Ms. Mau Dutta	9836094808
3	Mr. Saikat Sundar Manna	9433267371
4	Mr. Asish Bera	9732506734
5	Mr. Samiran Samanta	9163195023
6	Mr. Soumen Teli	9046141385
7	Dr. Nurul Alam	8906964777
8	Ms. Gita Sarkar	9836640024
9	Mr. Animesh Manna	8777564147
10	Mr. Debasish Rej	8584884610
11	Mr. Shibsankar Samanta	9883682865
12	Mr. Abinash Bera	9735660370

The Convener-ARC is requested to conduct a meeting of the ARC in order to formulate Institutional strategies for the Academic Session 2020-21

(DR. SANTU KUMAR BOSE)
PRINCIPALPrincipal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.Co-ordinator
IQACShyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.
E-mail : ssmahavidyalaya@gmail.com

ATTESTED
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)President :
SRI KALIPADA MANDALPrincipal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSERef. No. SSM/OFN/174/2020-21Date 05.12.2020

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Students' Mentoring Cell for the Academic Session 2020-21 is being constituted with the following members (for the College Code - 424 under the University of Calcutta)

Sl. No.	Category	Name	Stream/Year
1	Mentor-Tier I	Punam Bera	8513963026
2		Syed Mostafa	8016055257
3		Avik Kr. Maity	9800495534
4		Saikat Adak	8392026884
5	Mentor-Tier II	Priti Bera	7477707017
6		Monalisa Maji	6291127208
7		Deep Kr. Maty	8158806936
8		Ayen Parui	9647259037

(DR. SANTU KR. BOSE)
PRINCIPALPrincipal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.


ATTESTED
08/12/20
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya
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Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)

President :

SRI KALIPADA MANDAL



Teacher-in-Charge & Secretary :

GOBINDA PRASAD BARMAN

Ref. No. SSM/OFN/209/2021-22

OFFICE NOTICE

Date 07.04.2022

In adherence to the guidelines stipulated by the regulating authorities Anti Ragging Committee (ARC) for the Academic Session 2022-23 is being constituted with the following members (for the College Code 424 under the University of Calcutta)

Sl No.	Category	Name	Contact No.
1	Institutional Administration	Mr. Gobinda Prasad Barman, TIC, .Chairman	9830872729
		Mr. Rajarshi Mukherjee, IQAC Coordinator	9433083018
		Dr. Srikanta Nandi, TCS, Convener of ARC	8372058604
		Mr. Debkumar Ghoshal, Bursar	8918819537
		Dr. Manish Baidya	8372058604
2	Faculty Members	Dr. Ananda Gopal Gupta	8697599131
		Dr. Sukumar Guchait	9735521484
		Dr. Shibani Saha	9874959113
		Dr. Islam Uddin Khan	9734191701
		Ms. Chaitali Chakraborty	9874754664
		Mr. Susanta Kr Mondal	9382201676
		Mr. Prasenjit Sarkar	8918920966
		Mr. Somnath Chattapadhyaya	9474856503
		Dr. Dhurba Chandra Dhali	9831813759
		Dr. Bedhas Ujjwal Mandal	9831144539
		Dr. Deepshikha	8700527113
		Dr. Satarupa De	9830010247
		Dr. Nurul Alam	8906964777
3	Civil Administration	Nominee from B.D.O. Shyampur - II	
4	Police Administration	Nominee form Shyampur Police Station	
5	Local Media	Syed Abu Md. Mohasin, Journalist, Ei Samay (Bangla Edition) & Press Trust of India	9748843938
6	Non-Government Organization	Arjan Basu Roy, Secretary Nature Mates Nature Club, Bijoygarh, Kolkata	9874357414
7	Non-Teaching Staff	Mr. Mafijur Rahman	9732987896
8	Students' representative	Sumit Kumar Majhi	9883617017
		Souvik Kapri	9883360725
		Suparna Pradhan	7003978193
9	Parent representative	Sahidul Islam Khan	9733950737
		Debkumar Ghoshal	9474159524
		Subrata Das	8001479782

The Convener-ARC is requested to conduct a meeting of the ARC in order to formulate Institutional strategies for the Academic Session 2022-23

(Mr. Gobinda Prasad Barman, TIC)

Teacher In-Charge

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.
Email: ssmahavidyalaya@gmail.com



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Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)

President :

SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :

GOBINDA PRASAD BARMANRef. No. SSM/OFN/209A/2021-22Date 07.04.22

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Anti Ragging Squad (ARS) for the Academic Session 2022-23 is being constituted with the following members (for the College Code - 424 under the University of Calcutta)

Sl. No.	Name	Contact No.
1	Dr. Arun Kumar Maiti	9434568316
2	Ms. Mau Dutta	9836094808
3	Mr. Saikat Sundar Manna	9433267371
4	Mr. Asish Bera	9732506734
5	Mr. Samiran Samanta	9163195023
6	Mr. Soumen Teli	9046141385
7	Mr. Surajit Mandal	8013518898
8	Ms. Kakali Seth	8910518121
9	Mr. Animesh Manna	8777564147
10	Mr. Debasish Rej	8584884610
11	Mr. Shibsankar Samanta	9883682865
12	Mr. Abinash Bera	9735660370

The Convener-ARC is requested to conduct a meeting of the ARC in order to formulate Institutional strategies for the Academic Session 2022-23

(Mr. Gobinda Prasad Barman)
TIC.
Teacher In-Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



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Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)

President :

SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :

GOBINDA PRASAD BARMANRef. No. SSM/OFN/210/2021-22Date 07.07.22

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Students' Mentoring Cell for the Academic Session 2022-23 is being constituted with the following members (for the College Code - 424 under the University of Calcutta)

Sl. No.	Category	Name	Stream/Year
1	Mentor - Tier I	Anwesha Mukherjee	9734982210
2		Sk Aman Ali	9144077132
3		Avik Bera	9679048370
4		Apurba Chakraborty	8392026884
5	Mentor - Tier II	Moumita Jana	6294364442
6		Jeet Bera	6291127208
7		Avijit Patra	9091466417
8		Suvabrata Mondal	8327092517

(Mr. Gobinda Prasad Barman)

TIC.

Teacher In-Charge

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.
07/06/24
ATTESTED

E-mail : ssmahavidyalaya@gmail.com

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

Belpukur, Ajodhya, Howrah, WB-711312



Students Grievance Redressal and Disciplinary Committee (SGRDC)

Shyampur Siddheswari Mahavidyalaya has a separate Students Grievance Redressal and Disciplinary Committee to redress the specific complaints related to students' disciplinary issues and sexual harassments of boy students. The sexual harassments of girl students are suitably handled by Women Cell. The Students' Grievance Redressal and Disciplinary Committee has been constituted including Principal, Faculty Members Non-teaching staff and student member. A faculty member is in charge as Convener.

Role & Responsibilities:

The Students Grievance Redressal and Disciplinary Committee aims to address and effectively solve various student related issues. Students Grievance Redressal and Disciplinary Committee is a viaduct between students and authorities. The committee has to act as a ballast to counterpoise student's demands/problems and feasibility of solutions provided by authorities.

Students have a responsibility:

- To respect the property and safety of others.
- To contribute to a co-operative learning environment.
- To attend class regularly to learn.
- To maintain the rules and regulations of the college given in the information brochure, which are given to the students during admission.

Parents have a responsibility:

- To support College policy in a positive way.
- To assist in their ward's learning as a partner with the College in matters concerning homework, uniform, attendance, participation in parent-teacher interactions and behaviour.

This was approved by...	G. B.
Dated...	11.08.2018
Under Agenda No...	17

ATTESTED
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

[Signature]
08/08/18

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

Belpukur, Ajodhya, Howrah, WB-711312



The functioning of the “SGRDC” consists of the following steps:

Step 1: Any complaint related to students' discipline may be lodged through online or offline mode to the College authority.

Step 2: The Authority then refers the specific complaint to the Students' Disciplinary Committee.

Step 3: The Committee conducts the enquiry proceedings with its members and submit formal reports with specific recommendations to the competent authority.

Step 4: The college authority issues specific disciplinary orders and implements the recommendations.

Step 5: The college authority maintains records and files of all cases.

N.B. The college website maintains a separate link for lodging complain

This was approved by... G. B.

Dated... 11.08.2018

Under Agenda No... 17

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

[Signature]
08/08/24

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

Belpukur, Ajodhya, Howrah, WB-711312



Mechanism of lodging complaints to "Students Grievance Redressal and Disciplinary Committee (SGRDC)".

Shyampur Siddheswari Mahavidyalaya has a separate "Students Grievance Redressal and Disciplinary Committee" to redress the specific complaints related to students' disciplinary issues of the students. The students' disciplinary Committee has members as college Principal and other Faculty Members of the college.

The functioning of the "SGRDC" consists of the following steps:

Step1: Any complaint related to students' discipline may be lodged through online or offline mode to the College authority.

Step2: The Authority then refers the specific complaint to Students' Disciplinary Committee.

Step3: The Committee conducts the enquiry proceedings with its members and submit formal reports with specific recommendations to the competent authority.

Step4: The college authority issues specific disciplinary orders and implements the recommendations.

Step5: The college authority maintains records and files of all cases

This was approved by C.B.
Dated 11.08.2018
Under Agenda No. 17

ATTESTED

[Signature]
08/08/18
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Mechanism for Submission of Students' Grievance (online)

The screenshot displays the website of Shyampur Siddheswari Mahavidyalaya, which is accredited by NAAC at the B Level and ISO 9001:2015 and ISO 14001:2015 Certified College. The website features a navigation menu with links to various sections including About Us, Administration, Journals, Teaching Learning, Courses, Academics, Admission, Library, NIRF, IQAC, Examination, Facilities, Student's Corner, Alumni, R&D, Gallery, and Login. A sidebar on the right lists categories such as Scholarship, Prizes, Achievements, Placements, Campus Life, Grievance Redressal, Anti-Ragging Cell, Students' Activities, Students' Union, Mentorship, Syllabus, and Earn While Learn. The main content area shows a large image of a meeting and a list of notices, including a notice for mandatory internship program for all 1st year students in 2024-25. Below the main content, there is a section for 'USEFUL LINKS' and 'IMPORTANT LINKS' with various external and internal links. The 'FIND US' section provides contact information and social media links. A map shows the location of the college in Ajodhya, West Bengal.

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Accredited by NAAC at the B Level
ISO 9001:2015 and ISO 14001:2015 Certified College

FLASH NEWS

NOTICE

- 02 NOTICE FOR MANDATORY INTERNSHIP PROGRAM FOR ALL 1ST YEAR 2024-25
- 23 CERTIFICATE DISTRIBUTION NOTICE
- 23 CLASS ROUTINE OF SEM - II, IV VI
- 09 SEM - III GENERAL PRACTICAL EXAM REVISED SCHEDULE
- 07 SEMESTER - I FORM FILL UP NOTICE

USEFUL LINKS

- > Code of Conduct
- > Sports
- > Wall Magazine
- > Women's Hotel
- > Grievance Redressal Cell
- > Anti-Ragging Cell
- > Holiday List

IMPORTANT LINKS

- > Calcutta University
- > University Grants Commission
- > NAAC
- > NCTE
- > Department of Higher Education
- > All Bengal Principals' Council
- > Antiragging Online Undertaking By The Students
- > Vidya Lakshmi portal

FIND US

+91 9800494233
ssmahavidyalaya@gmail.com
Ajodhya, Shyampur, Howrah, Pin-711312
West Bengal

MAP

Shyampur Siddheswari Mahavidyalaya
Ajodhya, West Bengal

Mechanism for Submission of Students' Grievance (online)

erp.ssmahavidyalaya.edu.in/StudentPortal/Login.aspx

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
 Accreditation by NAAC at the 'B' Grade
 Affiliated to the University of Calcutta, Estd - 1964
 Ajodhya, Shyampur, Howrah, Pin-711312, West Bengal. +91 9800494233. ssmahavidyalaya@gmail.com

Student Portal

Notice

Login

shrua83dhai@gmail.com

☐ Remember me

Forgot Password?

Sign In

Enter your Student ID and Password & Login
 If you do not remember your password click on "Forgot Password" option

Click to Find your Student ID

FIND DETAILS

Select Course: All Courses

Enter Name: _____

SHOW

Online Payment Schedule

New Student Registration Request

Fees Payment
 Learning HUB
 Attendance
 Feedback
 Support
 Exam
 Notice
 Library

Mechanism for Submission of Students' Grievance (online)

Sholi
 Co-ordinator
 IQAC
 Shyampur Siddheswari Mahavidyalaya
 Ajodhya, Howrah.

ATTESTED
Shm 29/06/24
 Principal
 Shyampur Siddheswari Mahavidyalaya
 Ajodhya

Name: Ranita Mondal
StudentID: 21102145
Course: ACCA
URNo: 4191281296

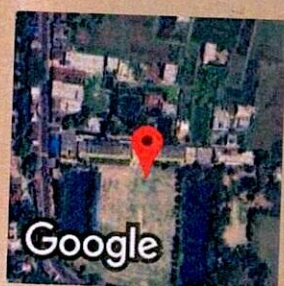
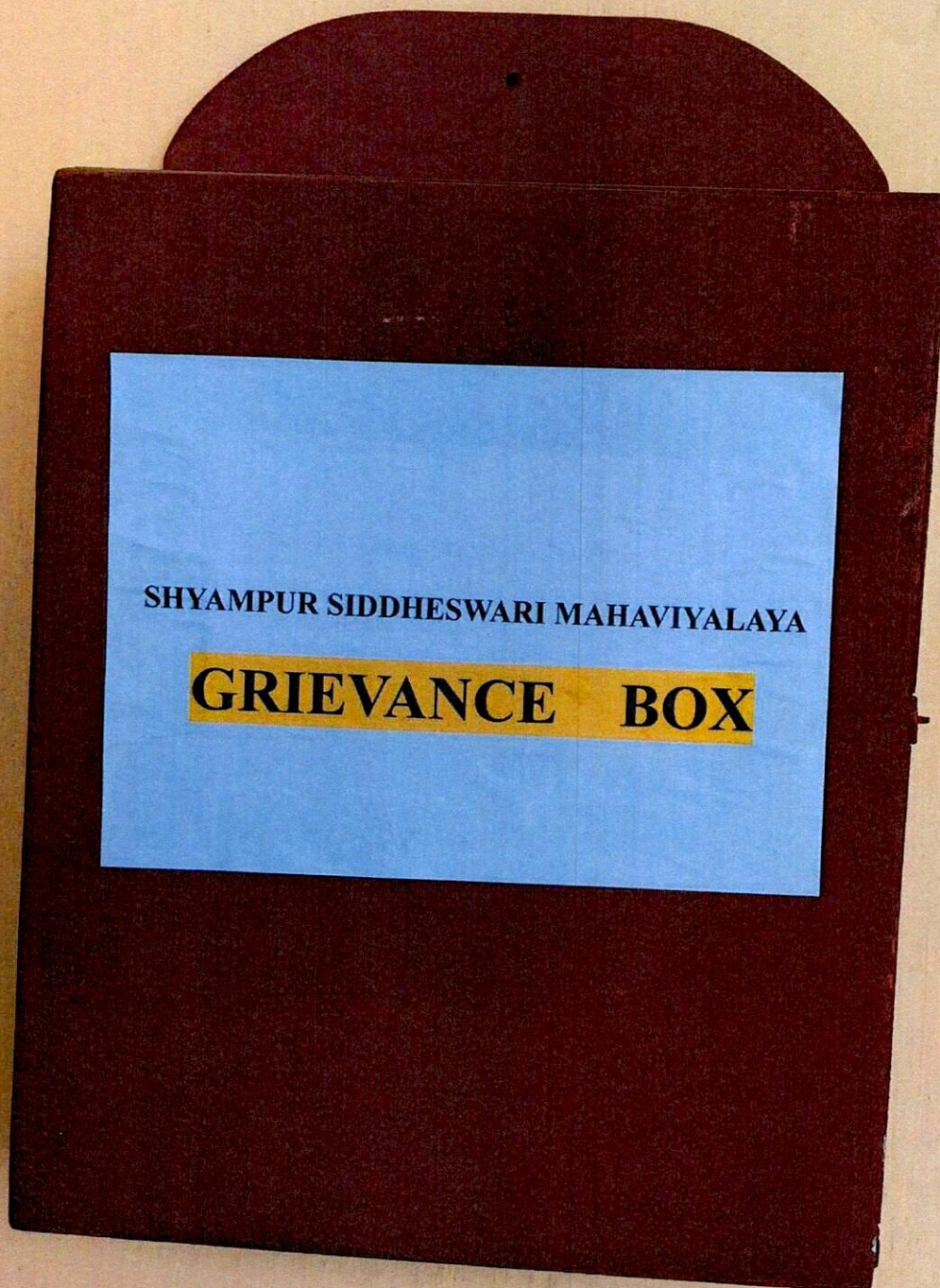
- VIEW / UPDATE PROFILE
- APPLY SCHOLARSHIP
- Document Upload
- Print Form
- View Subject
- Exam Form Fillup
- Feedback
- Overseas / Support Cell
- Card Usage
- Apply Migration

Grievance Support			
Case No	Description	Call Log Type	Document Link
2	Free Fee Open Case Only I have been disturbed by senior	Case No	Status
	Choose File NAAC New ...ms 2024.pdf	Description	Log Date Time
Submit			
No Records Found			

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Label Design & Development by endteach Lab

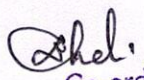
ATTESTED
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya




 **GPS Map Camera**

Belpukur, West Bengal, India
8X8J+7VW, Belpukur, Ajodhya, West Bengal 711301, India
Lat 22.313759°
Long 87.983059°
20/06/24 02:15 PM GMT +05:30

Mechanism for Submission of Students' Grievance (offline)


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



Ref. No.

Date

EXTRACT OF THE G. B. RESOLUTIONS, DATED 11.08.2018

AGENDA : 17

“ Members of the Governing Body (GB) unanimously resolved Roles and Responsibilities of Students Grievance Redressal and Disciplinary Committee (SGRDC) are given below :

- Roles and Responsibilities of Shyampur Siddheswari Mahavidyalaya
- Roles and Responsibilities of students
- Roles and Responsibilities of Parents
- Functioning of SGRDC
- Mechanism of lodging complaints to SGRDC
- Mechanism of lodging complaints related to Sextual Harassment.
- Mechanism of lodging complaints to Anti-ragging Committee. ”

ATTESTED

[Signature]
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Sd/- Kalipada Mandal
President

Amended on... 23/12/2019
Approved by... Governing Body
Under Agenda No... 12

Zero Tolerance Policies on Sexual Harassment, Ragging and Gender Discrimination



Shyampur Siddheswari Mahavidyalaya

Ajodhya, Howrah - 711312

Del.
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Shu
04/11/21
Principal
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

G. Gosh

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Introduction:

Our college recognizes that sexual harassment and gender discrimination are pervasive problems that negatively impact our community. Sexual harassment and gender discrimination undermine the safety, dignity, and equality of our students, staff, and faculty. We are committed to creating a safe and inclusive environment where everyone is treated with respect and dignity. Therefore, we have developed a policy of zero tolerance towards sexual harassment and gender discrimination in all its forms.

India's first legislation specifically addressing the issue of workplace sexual harassment is the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (hereinafter referred to as "POSH Act") which was enacted by the Ministry of Women and Child Development, India in 2013. The said Act aims at providing 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.

UGC Regulations on curbing the menace of ragging in Higher Educational Institutions, 2009 were passed by the University Grants Commission in the year 2009 to curb the menace of ragging in the Universities in India.

Keeping in mind the ethics in higher education, fair conduct of research and prevention of misconduct, as per UGC (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018, students, researchers and faculty members should not perform any academic misconduct by the theft of intellectual property in any manner. Therefore, the proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines is essentially required.

In accordance with India's National Environment Policy, the University is fully committed to adhere to the principles of protection of environment and Sustainability. The University also ensures that its functions and routine acts does affect environment positively. Since its inception the University has shown its commitment and liability towards the protection of the environment at the level best and that is why the campus is Green and Clean with beautiful landscapes and variety of trees.

Policy Statement

Our college is committed to providing a safe and inclusive environment free from sexual harassment and gender discrimination. We recognize that sexual harassment and gender discrimination are serious violations of human rights that undermine the dignity, safety, and equality of individuals in our community. Therefore, we have developed a policy of zero tolerance towards sexual harassment and gender discrimination in all its forms.

Sexual Harassment: Any unwelcome sexual behaviour that creates an intimidating, hostile, or offensive environment. It includes physical, verbal, or non-verbal conduct of a sexual nature, such as unwanted touching, comments or jokes of a sexual nature, displaying sexually suggestive images, or making


Principal

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.


Co-ordinator

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

sexual advances. Sexual harassment can occur between individuals of the same or different genders, and can occur in any context, including in person or online.

Gender Discrimination: Our college also recognizes that gender discrimination is a serious problem that undermines the equality and dignity of individuals in our community. Gender discrimination refers to any unequal treatment based on gender, including discrimination based on gender identity or expression. This includes denying opportunities or benefits to individuals based on their gender, as well as creating a hostile or offensive environment based on gender

Definitions (Key Terms)

a) "Aggrieved woman" as under the POSH Act means—

- (i) in relation to workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment;
- (ii) in relation to dwelling place or house, a woman of any age who is employed in such a dwelling place or house;

b) "Employer" as under the POSH Act 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;

c) "Sexual harassment" as under the POSH Act includes any one or more of the following unwelcome acts or behaviour (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

Handwritten signature
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

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Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED
Handwritten signature
Principal
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

(v) any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

d) "Workplace" as under the POSH Act 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;

e) "Ragging" as under the UGC Regulations on curbing the menace of ragging in Higher Educational Institutions, 2009 means – any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating, or handling with

Legal Provisions:

The college's policy on sexual harassment and gender discrimination is consistent with the following legal provisions:

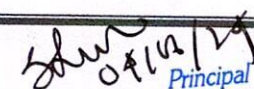
- The Vishaka Guidelines, issued by the Supreme Court of India in 1997;
- The UGC's Saksham Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses;
- The University Grants Commission (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015.


Women Cell and Prevention of Sexual Harassment (POSH) Committee

The college will have a Women Cell and Prevention of Sexual Harassment (POSH) Committee responsible for implementing the college's policy on sexual harassment and gender discrimination. The Women Cell will be headed by a senior woman faculty member of the college. The POSH Committee will be made up of representatives from the college administration, faculty, and students.

The mandate of the Women Cell and POSH Committee will be to provide a variety of services relating to sexual harassment and gender discrimination. These activities will be divided in two broad categories:

ATTESTED


Principal
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.


Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

- Prevention of Sexual Harassment and Gender Discrimination, including providing information and resources, and sensitization about sexual harassment and gender discrimination.
- Remedies for Sexual Harassment and Gender Discrimination, including counseling and support, and support in the complaint process.

The Women Cell and POSH Committee are committed to creating a safe and inclusive environment for all students, faculty, and staff. All stakeholder will be encouraged to contact and consult the Women Cell or POSH Committee in case of questions or concerns about sexual harassment or gender discrimination in the College.

The names and contact information of Women Cell or POSH Committee members will be prominently displayed on the College website as well as at prominent places in the College campus.

Prevention of Sexual Harassment:

- ❖ The prevention of sexual harassment is an important part of our commitment to creating a safe and inclusive environment. The preventive framework will include:
- ❖ Sensitization and training to all employees and students on the prevention of sexual harassment and gender discrimination along with the procedures for reporting and addressing complaints. Focus area of sensitization and training will include topics such as:
 - identifying sexual harassment;
 - identifying gender discrimination;
 - the impact of gender discrimination on individuals and the community;
 - the impact of sexual harassment on individuals and the community;
 - strategies for preventing sexual harassment; and
 - strategies for preventing gender discrimination.
- ❖ In addition to training, the college will also take steps to create a culture of respect and inclusion. This includes promoting respectful communication, addressing stereotypes and biases, and encouraging open and honest dialogue about issues related to gender and sexuality.
- ❖ The college will also provide resources and support services to individuals who have experienced sexual harassment or gender discrimination.

Reporting Sexual Harassment and Gender Discrimination

We encourage all members of our community to report incidents of sexual harassment/gender discrimination. Reports can be made to any staff member or faculty member, and will be treated with sensitivity and respect. Complaints can also be made anonymously if desired.

ATTESTED
[Signature]
 04/06/24
 Principal

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
 Ajodhya, Howrah.

[Signature]
 Principal

Shyampur Siddheswari Mahavidyalaya
 Ajodhya, Howrah.

[Signature]
 Co-ordinator
 IQAC
 Shyampur Siddheswari Mahavidyalaya
 Ajodhya, Howrah.

Complaint Procedure

- **Who can file a complaint:** Any student, faculty member or personnel from the college administrative staff, who believes that they have been the victim of sexual harassment or gender discrimination is encouraged to report the incident.
- **To Whom:** A complaint can be addressed to either the POSH Committee or any individual member of the Post Committee.
- **How:** A complaint can be made in person, through email or in writing.
- **Confidentiality:** All complaints of sexual harassment and gender discrimination will be handled in a confidential manner to the extent possible. All members of the Committee, including the Coordinator, will take all necessary steps to protect the confidentiality of the complainant and the respondent.
- **Protection of Complainant:** The college will also take steps to ensure that the complainant is protected from retaliation or further harassment.

Remedies: The college takes allegations of gender discrimination seriously and will take appropriate action against individuals who engage in such behaviour.

- Upon receipt of a complaint, the college will initiate an investigation into the incident. The investigation will be conducted by a complaints committee, which will be composed of three members. The committee will be trained in the procedures for handling complaints of gender discrimination and will be independent of the parties involved in the complaint.
- The investigation will be conducted in a prompt and confidential manner. The complainant and the accused will have an opportunity to present evidence and witnesses to the committee. The committee will make a determination as to whether an offence has been committed based on a preponderance of the evidence. If the committee determines that an offence has occurred, it will recommend appropriate action to the College.

Steps to be taken for Sexual Harassment/Gender Discrimination

Sanctions for gender discrimination may include:

- Counselling
- Disciplinary action
- Termination of employment
- Expulsion from the college

Conclusion

Our College is committed to providing a safe and inclusive environment for all students, faculty, and staff. This policy is intended to prevent sexual harassment and gender discrimination and to ensure that all members of the college community are treated with respect.

ATTESTED
[Signature]
04/06/24
Principal

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

[Signature]
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.


In addition to the above, the college will take the following steps to prevent sexual harassment and gender discrimination:

Create a culture of respect and inclusion. The college will promote a culture of respect and inclusion by providing training on sexual harassment and gender discrimination to all members of the college community. The college will also create opportunities for dialogue and discussion on these issues.

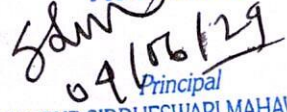
Provide resources for victims of sexual harassment and gender discrimination - The college will provide resources for victims of sexual harassment and gender discrimination, including counseling, support groups, and legal assistance.

Hold perpetrators accountable. The college will hold perpetrators of sexual harassment and gender discrimination accountable, up to and including expulsion from the college.

The college is committed to creating a safe and inclusive environment for all.


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.


Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

Belpukur, Ajodhya, Howrah, WB-711312



Mechanism of lodging complaints related to sexual harassments

Step1: Any complaint related to sexual harassment may be lodged through online or offline mode to the College authority.

Step2: The Authority then refers the specific complaint to either Women Cell directly or to "Students' Grievance Redressal and Disciplinary Committee" for detailed enquiry, based on the merits of the complaints.

Step3: The Women Cell of "Students' Grievance Redressal Committee" conducts enquiries and submits the reports to college authority.

Step4: The college authority issues specific disciplinary orders and implements the recommendations.

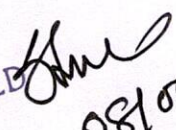
Step5:

The college authority maintains records and files of all cases.

This was approved by G. B.

Dated 11-08-2018

Under Agenda No. 17

ATTESTED 
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya
08/08/2018


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

Belpukur, Ajodhya, Howrah, WB-711312



Mechanism of lodging complaints to "Anti-Ragging Committee (ARC)"

Shyampur Siddheswari Mahavidyalaya has a separate Anti-ragging Committee to redress the students' ragging related complaints. This cell has members as college Principal, Faculties, hostel wardens, representatives from local p. s, local administration, parents and students' representatives etc. The functioning of the ARC consists of the following steps:

1. Step1: Any ragging related complaints can be lodged to College Authority through offline or online mode or through UGC helpline mail or phone number.
2. Step2: UGC directs the complaints to college authority for investigation and actions.
3. Step3: Then the College Authority refers the cases of complaints, received either directly from the students/parents or through UGC to Anti-ragging Committee for Enquiry.
4. Step 4: The Anti ragging Committee members conduct investigations against specific complaints and submit their reports with specific recommendations to the competent authorities.

Step5: The college Authority implements the specific recommendations of the Committee. Suitable disciplinary actions are taken against each complaint. The college authority maintains records and files of all cases.

This was approved by... G. B.
Dated... 11-08-2018
Under Agenda No... 17

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

[Signature]
08/08/18

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/OFN/235/2018-19

Date 07.09.2018

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Grievance and Redressal cell is being constituted with the following members (for the College Code 424 under the University of Calcutta)

Members are:

1. Dr. S. K. Bose, Principal
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Mr. Gobinda Prasad Barman, Member
4. Ms. Chaitali Chakraborty, Member
5. Ms. Swastika Samanta, Member, Convener

The Convener of the Grievance and Redressal cell is requested to conduct a meeting of the committee in order to formulate Institutional strategies in this regard.

DR. SANTU KUMAR BOSE

PRINCIPAL

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED

08/09/24

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

E-mail : ssmahavidyalaya@gmail.com

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/MTN/32/2018-19

Date 12.09.18

NOTICE

A meeting of Grievance and Redressal Cell will be held on 20.09.2018 in Principal's room at 2.00pm.

All members are requested to be present in this meeting.

- Agenda
- 1) Student Complain regarding Smt. Anpita Pal, Dept. of Philosophy.
 - 2) Demand of Physics (H) & (G) students for more practical classes.
 - 3) Clash of classes in The Routine meant for Humanities.

Geost

Principal

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta 12/09/18

Convener of GRDC

Shah

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Copy: Forwarded to all members.


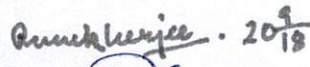

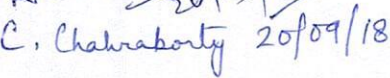
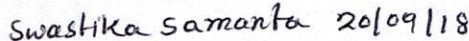
ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Shm
08/09/29

Minutes of the meeting of the Grievance and Redressal cell held on 20.07.2018

Members Present:

1. Dr. S. K. Bose, Principal 
2. Mr. Rajarshi Mukherjee, IQAC Coordinator  . 20/7/18
3. Mr. Gobinda Prasad Barman, Member  20/07/18
4. Ms. Chaitali Chakraborty, Member  20/07/18
5. Ms. Swastika Samanta, Member, Convener  20/07/18

Resolution 1:

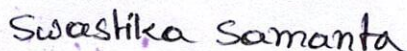
Grievance was received from the students of 3rd Year Philosophy Hons. regarding their requirement of classes from respective teachers. They also requested that if Prof. Arpita Pal takes her classes on time, they would be highly benefitted. Principal articulated the grievance and directed Prof. Arpita Pal to take care of the issue and maintain proper timings.

Resolution 2:

2nd Year Physics Hons. Students reported that they require more practical classes, they would be benefitted if teachers remain present during the entire practical class. They also informed that they require more adequate laboratory instruments. The Grievance cell noted and instructed coordinator of academic council to look into the matter and take necessary action. Regarding classes and laboratory issues raised by the student Department of Physics was informed and directed to take necessary steps to resolve the issues.

Resolution 3:

Clash in the routine of humanities was reported. Prof. Shibani Saha was asked to look into the matter.



Minutes prepared by

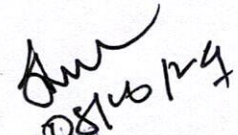
(Convener)


Minutes approved by

(Principal)

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED


Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya




Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/MTN/38/2018-19

Date 17.11.18

NOTICE

A meeting of Grievance and Redressal Cell will be held on 25.11.2018 in Principal's room at 12.30 pm.

All members are requested to be present in this meeting.

Agenda

- 1) Student Canteen
- 2) Concession of Fees for students
- 3) Misc.

Principal

Principal

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta 17.11.18

Convener of GRDC

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Copy: Forwarded to all members.

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



E-mail : ssmahavidyalaya@gmail.com

Minutes of the meeting of the Grievance and Redressal cell held on 25.11.2018

Members Present:

1. Dr. S. K. Bose, Principal *Dr. S. K. Bose*
2. Mr. Rajarshi Mukherjee, IQAC Coordinator *Rajarshi Mukherjee - 25/11/18*
3. Mr. Gobinda Prasad Barman, Member *Gobinda Prasad Barman - 25/11/18*
4. Ms. Chaitali Chakraborty, Member *C. Chakraborty 25/11/18*
5. Ms. Swastika Samanta, Member, Convener *Swastika Samanta 25/11/18*

Resolution 1:

Grievance was received from the students of all stream regarding poor canteen facilities. It was partially resolved.

Resolution :2

Fees concession related queries received from students was discussed. Accounts section was requested to look into matter and guide accordingly.

Resolution 3:

It was resolved that dustbins installed in washroom should be checked regularly.

Swastika Samanta

Minutes prepared by

Convener

Minutes approved by

Principal

Principal

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED
Principal
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

To

The Principal
Shyampur Siddheswari Mahavidyalaya
Shyampur, Howrah

Date - 18-12-2018

Sub: কৃত্রিমতা - (bad Proposed)

Respected Sir,

— আমি নিম্নোক্তরূপে - আত্ম-ও কল্যাণে
— আমন্ত্রিত - কল্যাণের বাইরে অন্যত্র -
— আমন্ত্রিত - আমন্ত্রিত - কল্যাণের বাইরে -
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Forwarded to
ICG
18/12/2018

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

স্বাক্ষর -

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Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :

SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body

DR. SANTU KUMAR BOSE

Ref. No. SSM/MTM/28/2018-19

Date 18.12.2018

NOTICE

An emergency meeting of Internal Complaint Committee (ICC) will be held on 21.12.2018 in principals' room at 2.00 pm.

All members are requested to be present in this meeting.

Agenda: Bad proposal and threaten by a boy to Satarupa Patra of Zoology.

Principal

Convener, ICC

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

Meeting of the Internal Complaint Committee (ICC)

Year-2018-2019

Venue: Principal, Shyampur Siddheswari Mahavidyalaya

Date- 21-12-2018

Time- 2.00 pm

MINUTES

Members Present:

1. Ms. Chaitali Chakraborty, President *cel*
2. Ms. Mau Dutta, Members *Matta*
3. Ms. Gita Sarkar, Members *Crite Sarkar*
4. Ms. Soumita Chatterjee, Members (NGO) *Sol*
5. Ms. Suparna Dey, Members *SD*

Proceedings of the Meeting:

With the permission of Chair, Dr. Santu Kumar Bose, Ms. Chaitali Chakraborty, President initiated the discussion with the welcome notes to all members present.

Discussion: On the basis of complaint of Ms. Satarupa Patra, 2nd Year student of Zoology. She complained that a boy (Sk. Samad) gave her bad proposal and threatened her that she could not tell this to anyone.

Resolution: Committee members called the boy (Sk. Samad) into the principals' room. He came to the principals' room. All members explained him politely about his fault. He apologized to all member and Satarupa Patra. He promised that he would never do this to anyone.

Meeting ended with a vote of thanks by the Ms. Chaitali Chakraborty, President to all the members present.

Ms. Chaitali Chakraborty, President, ICC

Shyampur Siddheswari Mahavidyalaya

Sol
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Palurah.

ATTESTED
Sol
2016/12/24
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/MTN/42/2018-19

NOTICE

Date 12.04.19

A meeting of Grievance and Redressal Cell will be held on 19.04.2019 in Principal's room at 2.30pm.

All members are requested to be present in this meeting.

Agenda

- 1) Demand of students for guidance regarding choice of SEC subjects (Sem 3)
- 2) Lab maintainance after Practical Classes
- 3) Misc.

Principal

Principal

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta 12.04.19
Convener of GRDC

Copy: Forward to all members

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED

08/06/19 Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Minutes of the meeting of the Grievance and Redressal Cell held on 19.04.2019

Members Present:

1. Dr. S. K. Bose, Principal
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Mr. Gobinda Prasad Barman, Member
4. Ms. Chaitali Chakraborty, Member
5. Ms. Swastika Samanta, Member, Convener

Rajarshi Mukherjee . 19/4/19

19/4/19

C. Chakraborty 19/04/19

Swastika Samanta 19/04/19

Resolution: 1

Grievance was received from semester 3 students that they were facing difficulties in understanding how to choose subject for SEC. Offices and different faculties was directed to issue clear guidelines for students and also to provide all sort of assistance to students as CBCS system was new to them.

Resolution 2

It was reported that students left the lab without keeping the lab instruments in proper order including chemicals. Lab attendants were instructed to ensure that lab instruments are kept back in proper place post usage.

Resolution: 3

Grievance was received from students of Sociology department that teachers often use mobile phones to dictate notes, they reported that which were shared were not to the mark, their classes are not taken properly. Sociology department was informed and directed to necessary steps.

Swastika Samanta

Minutes prepared by

(Convener)

Minutes approved by

(Principal)

Principal

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/MTN/3/2019-20

Date 09.07.19

NOTICE

A meeting of Grievance and Redressal Cell will be held on 16.07.2019 in Principal's room
At 1.30pm.

All members are requested to be present in this meeting.

Agendum

1) Grievance Redressal Mechanism of The College. A Review.

Principal

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta 09.07.19
Convener of GRDC

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Copy: Forwarded to all members.



ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Minutes of the meeting of the Grievance and Redressal Cell held on 16.07.19

Members Present:

1. Dr. S. K. Bose, Principal
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Mr. Gobinda Prasad Barman, Member
4. Ms. Chaitali Chakraborty, Member
5. Ms. Swastika Samanta, Member, Convener

Rajarshi Mukherjee 16/7/19

Chaitali Chakraborty 16/07/19

Swastika Samanta 16/07/19

Resolution 1:

This meeting was convened to discuss overall grievance redressal mechanism of the college. Minor issues like students keeping the lights and fans while leaving the classroom, keeping taps on etc. was reported. They were addressed and staff was advised to keep vigil on such activities.

Swastika Samanta

Minutes prepared By

Convener

Minutes approved by

Principal

[Signature]

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED
[Signature]
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



To

Date - 4/9/2019

The HoD

Dept. of Computer Science
Shyampur Siddheswari Mahavidyalaya
Shyampur Ajodhya.

Sub: Application for Internet facility

Sir,

With due respect, we are informing you that we are unable access the internet facility in lab.

Thus please provide us the facility so that we can use the facility in our laptop and computer for our project.

Forwarded to

Sh RBC
G. S. S.
4/9/19

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Yours faithfully
Students of Sem-II
Completes Seeker
Shyampur Siddheswari Mahavidyalaya

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)
(Accredited by NAAC at the 'B' level)



President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. SSM/MTM/32/2019-20

NOTICE

Date 20-9-19

A meeting of Grievance and Redressal Cell will be held on 28.09. 2019 in Principal's room at 12.00 noon.

All members are requested to be present in this meeting.

Agenda

- 1) Demand of students for books pertaining to competitive Exams in The Library.
- 2) Complaints from Pol.Sc.(H) & Beng(H) students regarding History General classes.
- 3) Demand of LCC (English) & ENVS classes from Sem 2, B.Com (G) students.
- 4) ~~Issue~~ (Scarcity of water in bathroom and washrooms)

Principal

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta
Convener of GRDC 20/09/19

Copy: Forwarded to all members.

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED

08/09/19
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

E-mail : ssmahavidyalaya@gmail.com

Minutes of the meeting of the Grievance and Redressal cell held on 28.09.2019

Members Present:

1. Dr. S. K. Bose, Principal
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Mr. Gobinda Prasad Barman, Member
4. Ms. Chaitali Chakraborty, Member
5. Ms. Swastika Samanta, Member, Conv

Rajarshi Mukherjee 28/9/19

C. Chakraborty 28/09/19

Swastika Samanta 28/09/19

Resolution 1

A request was received from students of different Hons. departments that there are no books for competitive examinations in the library. The cell explained that within limited resources our first priority was to keep good subject-based reference books in the library. But the request will be considered in the future.

Resolution 2

4th semester Political Science and Bengali Hons. Students complained of History general classes being not held regularly. The issue was resolved by Principal after a discussion with the Head of the department of History.

Resolution 3

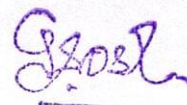
Grievance was received from Semester 2 B.Com. general students that there are no regular LCC(English) and ENVS Classes. This grievance was resolved by Principal after a discussion of HOD of English and ENVC department.

Swastika Samanta
Minutes prepared by

Convener

Minutes approved by

Principal



Principal

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

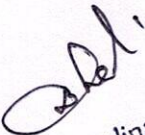
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya




Minutes of the meeting of the Grievance and Redressal cell held on 28.09.2019

Resolution 4

Students of Semester -I of Computer Science (Hons.) were satisfied by the members of Grievance and Redressal cell that the matter was informed to principal sir and to technical staff. The problem will be resolved soon.


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

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President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

NOTICE

Ref. No. SSM/MTN/28/2020-21

Date 10.12.20

A meeting of Grievance and Redressal Cell will be held on 15.12.2020 in online mode at 12.00 noon.

All members are requested to be present in this meeting.

Agenda

- 1) Mentoring sessions for students during the pandemic
- 2) Complain by students of Philo. (H) regarding a particular Teacher, conducting classes in the online mode
- 3) Demand for Sanskrit & Education (Gen) classes from Sem 2 & 4 students

Principal

Principal

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta
Convener of GRDC 10/12/20

Copy: Forwarded to all members.

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

08/12/20

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



E-mail : ssmahavidyalaya@gmail.com

Minutes of the meeting of the Grievance and Redressal Cell held on 15.12.2020

Members Present:

1. Dr. S. K. Bose, Principal
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Mr. Gobinda Prasad Barman, Member
4. Ms. Chaitali Chakraborty, Member
5. Ms. Swastika Samanta, Member, Convener

R. Mukherjee 15/12/20
C. Chakraborty 15/12/20
Swastika Samanta 15/12/20

Resolution 1

It was discussed that since students were facing the rage of pandemics hence more mentoring sessions should be arranged online by teachers to provide adequate support to the students.

Resolution 2

Semester 4 students from department of Philosophy said through a particular teacher from the Department of Bengali posted study materials regularly, but they wanted more class teaching via Google meet. The concerned teacher was immediately informed by Principal and she said she will change his mode of teaching to a more interactive one.

Resolution 3

Some Semester 2 and semester 4 students complained that Education and Sanskrit general classes have not started yet. Upon enquiry it was found that WhatsApp group created for the purpose of online classes may be have unknowingly excluded some students. So class routine did not reach some students.

Swastika Samanta

Minutes prepared by

Convener

Sw 08/06/24
ATTESTED
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



Minutes approved by

Principal

G. S. S.

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

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President :
SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body
DR. SANTU KUMAR BOSE

Ref. No. 55M/MTN/32/2020-21

Date 07.03.21

NOTICE

A meeting of Grievance and Redressal Cell will be held on 12.03.2021 in online mode at 12.00 noon.

All members are requested to be present in this meeting.

Agenda

- 1) Student Concession
- 2) Misc.

Principal

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta 07/03/21
Convener of GRDC

Copy: Forwarded to all members.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



E-mail : ssmahavidyalaya@gmail.com

T₆

Date - 11-02-2020

The Principal
Shyampur Siddheswari Mahavidyalaya
Shyampur, Howrah

Subject: Scarcity of water in washroom

Respected Sir,

We are suffering from water problem in the bathrooms. Sometimes the washroom are not cleaned properly. Sometimes taps are damaged.

We will be grateful you kindly do the needfull in this matter.

Thanking you

Forwarded to

SDIRDC

11/2/20

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Yours faithfully
Students
Dept. of Zoology
Sem - IV

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Shyampur Siddheswari Mahavidyalaya

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President :

SRI KALIPADA MANDAL

Principal & Secretary :
(Ex officio) Governing Body

DR. SANTU KUMAR BOSE

Ref. No.--- SSM/MIN/33/2019-20

Date.... 14.02.20

NOTICE

An emergency meeting of Internal Complaint Committee (ICC) will be held on 21.02.2019 in principals' room at 2.00 pm.

All members are requested to be present in this meeting.

Agenda: Water supply shortage in bathroom and washroom. Cleanliness of toilets.

Principal

Principal

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Convener, ICC 14/2/20

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Meeting of the Internal Complaint Committee (ICC)

Year-2019-2020

Venue: Principal, Shyampur Siddheswari Mahavidyalaya

Date- 21-02-2020

Time- 2.00 pm

MINUTES

Members Present:

1. Ms. Chaitali Chakraborty, President C. Chakraborty 24/2/20
2. Ms. Mau Dutta, Members MDutta 24/2/20
3. Ms. Gita Sarkar, Members Gita Sarkar
4. Ms. Soumita Chatterjee, Members (NGO) SChatterjee 24/2/20
5. Ms. Suparna Dey, Members Sdey 24/2/20

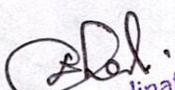
Resolution

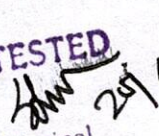
Students of Semester -4 of Zoology (Hons.) were satisfied by the members of Grievance and Redressal cell that the matter was informed to principal sir and to technical staff. The water problem will be resolved soon. Cleanliness of toilets will be regularly done sweeper Bangari Rao Hari.

Meeting ended with a vote of thanks by the Ms. Chaitali Chakraborty, President to all the members present.

Ms. Chaitali Chakraborty, President, ICC

Shyampur Siddheswari Mahavidyalaya


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Minutes of the meeting of the Grievance and Redressal cell held on 12.03.2021

Members Present:

1. Dr. S. K. Bose, Principal *SKB*
2. Mr. Rajarshi Mukherjee, IQAC Coordinator *R. Mukherjee* 12/03/21
3. Mr. Gobinda Prasad Barman, Member
4. Ms. Chaitali Chakraborty, Member *C. Chakraborty* 12/03/21
5. Ms. Swastika Samanta, Member, Convener *Swastika Samanta* 12/03/21

Resolution of Grievance and Redressal cell meeting dated 12.03.2021

Resolution 1

Students claim regarding concession was discussed. Principal recommended that this issue must be placed and resolved in Fees concession committee.

Resolution 2

Since pandemic left financial impact on students, numerous applications were received from students regarding financial assistance. Grievance and redressal cell resolved that these applications may be forwarded to COVID cell for necessary action.

Swastika Samanta

Minutes prepared by 12/03/21

(Convener)

Minutes approved by

(Principal)

SKB

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED *SKB* 08/06/21
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

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President :
SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :
GOBINDA PRASAD BARMAN

Ref. No. SSM/OFN/177/2021-22

Date 10.03.2022

OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities Grievance and Redressal cell is being constituted with the following members (for the College Code 424 under the University of Calcutta)

Members are:

1. Mr. Gobinda Prasad Barman, Teacher-in Charge
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Dr. Shibani Saha, Member
4. Ms. Chaitali Chakraborty, Member
5. Ms. Swastika Samanta, Member, Convener

The Convener of the Grievance and Redressal cell is requested to conduct a meeting of the committee in order to formulate Institutional strategies in this regard.


MR. GOBINDA PRASAD BARMAN

TEACHER - IN- CHARGE

Teacher In-Charge

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.




ATTESTED
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

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President :
SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :
GOBINDA PRASAD BARMAN

Ref. No. SSM/MTN/29/2021-22

NOTICE

Date 18.03.22

A meeting of Grievance and Redressal Cell will be held on 25.03.2022 in Principal's room at 12.00 noon.

All members are requested to be present in this meeting.

- Agenda
- 1) Convert the college to a NO-SMOKING zone
 - 2) continuity of Covid Protocol.


18/3/22
Teacher-in-Charge

Teacher In-Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

Swastika Samanta
18/03/22
Convener of GRDC

ATTESTED

08/03/22
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Copy: Forwarded to all members.


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

E-mail : ssmahavidyalaya@gmail.com



Minutes of the meeting of the Grievance and Redressal Cell held on 25.03.2022

Members Present:

1. Mr. Gobinda Prasad Barman, TIC.
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Dr. Shibani Saha, Member
4. Ms. Chaitali Chakraborty, Member
5. Ms. Swastika Samanta, Member, Convener

[Handwritten signatures and dates]
Rajarshi Mukherjee 25/03/22
C. Chakraborty 25/03/22
Swastika Samanta 25/03/22

Resolution 1

All activities of the staff and students, related to all sorts of addictions, including smoking are prohibited within all the academic building premises, inside the washrooms, outside the classrooms, in front of laboratories, workshops, canteens, library, and other premises of the Institution. All students and staff should strictly follow the above rule and any breach of the above rule will call for heavy punishments by the authority. The authority is, now, requested to issue general notice, in this regard to HODs and other staff of the institution.

Resolution 2

The college is open after Covid 19 pandemic. As, the pandemic is still a concern subject, all stakeholders should follow the Covid protocol.

Swastika Samanta

Minutes prepared by
Convener

[Handwritten signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



[Handwritten signature]
25/3/22
Minutes approved by
Teacher in Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

[Handwritten signature]
08/06/24
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

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President :
SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :
GOBINDA PRASAD BARMAN

Ref. No. SSM/MTN/19/2022-23

Date 01.08.22

NOTICE

A meeting of Grievance and Redressal cell will be held on 05.08.2022 in Principal's room at 1.30 pm.

All members are requested to be present in this meeting.

Agenda

- 1) vacating The classrooms after college hours
- 2) Resolutions of The "Disciplinary Committee"


Teacher-in-Charge

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

Swastika Samanta

Convener of GRDC 01.08.22


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

 ATTESTED
08/08/24 Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Copy: Forwarded to all members.



Minutes of the meeting of Grievance and Redressal Cell held on 05.08.22

Members Present:

1. Mr. Gobinda Prasad Barman, TIC
2. Mr. Rajarshi Mukherjee, IQAC Coordinator
3. Ms. Swastika Samanta member, Convener
4. Ms. Chaitali Chakraborty, Member
5. Dr Shibani Saha, member

[Signature] 5/8/22
R. Mukherjee 05/08/22
Swastika Samanta 05/08/22
C. Chakraborty 5/8/22
S. Saha 5.8.22

Resolution 1:

The college authority is suggested to ensure that no students remain inside the classrooms after 4.45 pm, to stop any un- avoidable incidents by proper deployment security staff.

Resolution 2:

It was decided to inform the resolutions of the "Disciplinary Committee" to the competent authority for further discussion and implementation of the recommendations.

Swastika Samanta

Minutes Prepared by

Convener

[Signature]
08/08/22
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

[Signature] 5/8/22
Minutes approved by
Teacher In-Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

[Signature]
Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

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President :
SRI KALIPADA MANDAL

Teacher-in-Charge & Secretary :
GOBINDA PRASAD BARMAN

Ref. No. SSM/MTN/39/2022-23

Date 30.3.23

NOTICE

A meeting of Grievance and Redressal Cell will be held on 05.04.2023 in Principal's room at 12.30 pm.

All members are requested to be present in this meeting.

Agenda

- 1) Student I.D. Card
- 2) Extension of date of Tutorial Project.


3/3/23

Teacher-in-Charge

Teacher In-Charge

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

Swastika Samanta
30/03/23
Convener of GRDC

ATTESTED


08/03/23
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

Copy: Forwarded to all members



Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

E-mail : ssmahavidyalaya@gmail.com

Minutes of the meeting of Grievance and Redressal Cell held on 05.04.23

Members Present:

1.Mr. Gobinda Prasad Barman, TIC.

2.Mr. Rajarshi Mukherjee, IQAC Coordinator

3.MS. Swastika Samanta, Convener

4.Ms. Chaitali Chakraborty, Member

5. Dr. Shibani Saha, Member

[Signature]
5/4/23

Ranjana Mukherjee, 05/04/23

Swastika Samanta 05/04/23

C. Chakraborty 5/4/23

Sd/- 5.4.23

Resolution 1:

The complaints regarding not to allow the students due to not carrying ID card was discussed and it was decided to undertake the necessary action. The security guard performed his duty perfectly. The Teacher-in- Charge instructed to take follow up the action by issuing duplicate ID.

Resolution 2:

The complaint regarding extension of the date of tutorial project papers was discussed but the date of submission is declared by the University, so there would be no questions for consideration.

Swastika Samanta

Minutes prepared by

Convener

[Signature]
5/4/23
Minutes approved by

Teacher In Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

ATTESTED

[Signature]
08/06/24
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya

[Signature]

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.





Grievance Redressal Cell Meeting Report:

Annual Report-2018-2019

Date: 15.05.2019

The Grievance Redressal Cell of Shyampur Siddheswari Mahavidyalaya is an institutional mechanism designed to address and resolve complaints filed by students. This cell is responsible for handling both academic and non-academic issues within the campus. The cell has performed the following functions in the academic session 2018-2019:

1. The Grievance Box was checked at regular intervals but no major grievances were submitted in the Box.
2. The students have been informed about the working mechanism of the cell through the individual departments.
3. The HODs of individual department have been advised to personal letters of grievance from the students in addition to submitting those in the Grievance Box installed in the corridor.

Principal

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta
15/05/19

Convenor

Co-ordinator
IQAC

Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya





Grievance and Redressal Cell Meeting Report

ANNUAL REPORT 2019-2020

Date: 22.06.2020

The primary duty of the GRC of Shyampur Siddheswari Mahavidyalaya is to address, take into account and redress any grievances that are reported by the students of the college. The overall development of a college depends on timely resolution of the grievances of the students. The GRC has performed the following functions in the academic session 2019-2020:

1. The Grievance Box was checked at regularly but no major grievances were submitted in the Box.
2. The students have been informed about the working mechanism of the Cell through the individual departments and also through student meets.
3. The HODs of individual departments have been advised to collect personal letters and mail of grievance from the students in addition to students submitting those in the Grievance Box installed the corridor in ground floor of main building.

(Principal)

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta
(Convener) 22/06/20

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED

08/06/20
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



Grievance and Redressal Cell Meeting Report

Annual Report 2020-2021

Date: 18.07.2021

The students are facing various problems during this pandemic period and the GRC plans to actively look into the problems of the students. The GRC has performed the following functions in the academic session 2020-21:

1. During the lockdown period, the families of many students are facing financial troubles due to loss of jobs. So students asked for fees concession during the lockdown period. The GRC looked into the matter and forwarded the matter to Principal.
2. The students were encouraged to talk about their grievances during the online classes held by various departments. They were encouraged also to report their grievances through college mail Id.
3. The students mainly shared their problems with the teachers of their departments and the departmental teachers informed students grievance to GRC. The GRC tried to solve the problems related to online classes, examination as much as possible.

(Principal)

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.

Swastika Samanta
(Convener) 18/07/21

ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.




Grievance and Redressal Cell Meeting Report:

ANNUAL REPORT 2021-2022


Date: 2.07.2022

The students are facing various problems during this pandemic situation and the Grievance and Redressal Cell plans to actively look into the problems of the students. The Cell has performed the following functions in the academic session 2021-2022:

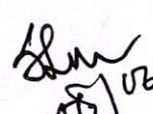
1. As the college resumed its physical functioning after pandemic period was over, the students were once again made aware about the functioning of the Grievance Cell.
2. The HODs were requested to collect personal letters or mails of grievance from students as was practice before the pandemic period.
3. To check the Grievance Box placed in the corridor at regularly.


2/3/22
TEACHER-IN- Charge \ Principal
Teacher In-Charge
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
Ajodhya, Howrah.

Swastika Samanta
02/07/22
Convener


Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah.



ATTESTED

08/06/24
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya



Grievance Redressal Cell Meeting Report
ANNUAL REPORT 2022-2023

Date: 2.07.2023

The Grievance and Redressal Cell is an institutional mechanism designed to address and resolve complaints filled by students. Its primary objective is to provide a platform for students to voice their grievances and ensure their concerns are appropriately addressed. The Cell has performed the following functions in the academic session 2022-2023

1. Sensitization of classrooms to be done on regular intervals.
2. Partially resolved grievances regarding poor canteen facilities.
3. Resolved complaints regarding white board in classroom.
4. Partially resolved complaints regarding insufficient reference books in library.

(Principal)

Principal
Shyampur Siddheswari Mahavidyalaya
Ajothya, Howrah.



ATTESTED

Principal
Shyampur Siddheswari Mahavidyalaya
Ajothya

Swastika Samanta
02/07/23
(Convener)

Co-ordinator
IQAC
Shyampur Siddheswari Mahavidyalaya
Ajothya, Howrah.