



**Rayat Shikshan Sanstha's**  
**Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur**

**INTERNAL COMPLAINTS COMMITTEE**

Sr.No.	Name	Designation
1.	Mrs.N.A.Tamboli	Presiding Officer
2.	Mrs.Cholle I.S.	Member
3.	Mrs.Kodam A.G.	Member
4.	Mr.Munde D.K.	Member
5.	Mrs. Seema Kinikar	Social Worker
6.	Adv.R.B.Chalwadi	Legal Adviser
7.	Miss.Sayali Kanade	Student Representative



**Rayat Shikshan Sanstha's**  
**Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur**  
**ANTI-RAGGING COMMITTEE**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
1	Prin. Dr. S. R. Dhere	Principal
2	Miss. A. G. Kodam	Chairman
3	Mrs. N.A. Tamboli	Member
4	Miss. Anita Shinde	Police Constable
5	Mrs. Mrudula Moholkar	N.G.O. Representative
6	Shri. Abhijit Shinde	Media Representative
7	Adv. Ravi Chalwadi	Legal Advisor
8.	Mrs. Vaishali Gund	Parent Representative
9.	Miss. Sakshi Naiknavre	Student Representative
10.	Mr. Ashok Ingole	Administrative Staff



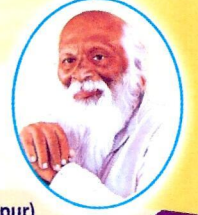
**Rayat Shikshan Sanstha's**  
**Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur**  
**Grievance Redressal Cell**

<b>Sr. No.</b>	<b>Name</b>	<b>Role</b>
<b>1.</b>	Prin. Dr. S. R. Dhere	Principal
<b>2.</b>	Mr. A.P.Kamble	Chairman
<b>3.</b>	Mr. M.L.Kori	Member
<b>4.</b>	Mr. N.S.Bhurke	Member
<b>5.</b>	Mrs. N.A. Tamboli	Member



Rayat Shikshan Sanstha's

# Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur. Estd. 1989



▪ (Arts, Commerce & Science) ▪ REACCREDITED BY NAAC WITH 'A' GRADE (Affiliated to P. A. H. Solapur University, Solapur)

Founder : DR. PADMABHUSHAN KARMAVEER BHURAO PATIL, D. Lit.  
1428, Modikhana, Near Sata Rasta, Solapur - 413 001 Phone - (0217) 2620602  
Website - www.lbpmSolapur.org E-mail - lbpmSolapur@yahoo.co.in

Principal : **Dr. Suresh Dhere**, M.Com, M.Phil, Ph.D.

H.S.C. Index No. J-24-09-119

Ref. No. :

Date :

## Policy for Internal Complaints Committee

Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur is a women's college and catering the needs of down-trodden and needy girls from nearby rural areas. We believe in the principles of justice, humanity and dignity should be dispensed irrespective of caste, creed, social status and gender of a person. Therefore in keeping with the ethos of this institution and in acquiescence with the instructions of National Commission for Women and the directives of Hon'ble Supreme Court Judgment (Attachment 1) on the subject of sexual harassment of women in the workplace, an Internal Complaints Committee for taking into account the complaints of sexual harassment of women staff and students of the college, Internal Complaints committee is established in the college in 2016.

The Supreme Court defined sexual harassment as any unwelcome, sexually determined physical, verbal, or non-verbal conduct. For example, sexually suggestive remarks about women, demands for sexual favours, and sexually offensive visuals in the workplace. The definition was wide enough to cover those situations as well where a woman could be disadvantaged in her workplace due to threats relating to employment decisions that could create a negative impact on her working life. It placed responsibility on employers to ensure that women did not face a hostile environment. It directed for the establishment of a redressal mechanism in the form of Complaints Committee, which will look into the matters of sexual harassment of women at the workplace.

The Supreme Court raised the responsibility of the employers and workplace institutions to uphold the rights and dignity of women at the workplace. Three key obligations were imposed on institutions to meet that standard, namely:

- Prohibition



- Prevention
- Redressal

### **Constitution of sexual harassment committees under POSH Act**

The POSH Act, 2013 has the provision of establishing the committees to assist the aggrieved women or the victims of sexual harassment. Under Section 4 of the said Act, the employer of every organisation is ought to set up an Internal Complaints Committee (ICC). The purpose of this body would be to address the complaints of sexual harassment and assist the victims to protect their dignity at the workplace. Every institution or organisation needs to have an ICC mandatorily and non-constitution of ICC can attract a penal liability for the employer.

The POSH Act requires the employer to specify the term of office of the members of the ICC, which should not be more than three years from the date of their nomination.

### **Formation of the ICC will constitute the following:**

- Presiding Officer – **Senior most woman employee** in the work place.
- Not less than **two members from amongst employees** preferably committed to the cause of women or who have had experience in social work or have legal knowledge.
- **One member from amongst NGOs or associations** committed to the cause of women or a person familiar with the issues relating to Sexual Harassment.
- At least **one half of the total members** so nominated **shall be women**.

Formation of the ICC of Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur is as per the above guidelines.

### **❖ Objectives, Roles and Responsibilities of college Internal Complaints Committee**

The objectives of the Internal Complaint Committee to Prevent Sexual Harassment of Women at the Workplace are as follows:

- To develop a policy against sexual harassment of women at the Institute.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To uphold the commitment of the Institute to provide an environment free of gender based discrimination.



- To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.
- To create a secure physical and social environment to deter any act of sexual harassment.
- To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender based violence at the Institute
- Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment;

Here it should be noted that according to the Supreme Court guideline Sexual harassment can be defined as “unwelcome” sexually determined behaviour (whether directly or by implication) as:

1. Physical contact and advances;
2. Demand or request for sexual favours;
3. Sexually coloured remarks;
  1. Showing pornography; and
  2. Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. (Vishaka judgment by Supreme Court)

The following points are also considered as sexual harassment and are covered by the committee as per PoSH Act:

- Eve-teasing
- Unsavory remarks,
- Jokes causing or likely to cause awkwardness or embarrassment,
- Innuendos and taunts,
- Gender based insults or sexist remarks,
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like,
- Touching or brushing against any part of the body and the like,
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings,
- Forcible physical touch or molestation and
- Physical confinement against one’s will and any other act likely to violate one’s privacy.

The Committee shall meet as often as may be needed and appropriate.

Frequency of meeting: Four in a year and as and when necessary.



## ❖ Complaint mechanism

### Procedure for filing a Complaint with ICC of Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur

- ❖ Complaints regarding Sexual Harassment must be made in written (legible handwriting) or typed on paper.
- ❖ Nature of the complaint should be clearly stated in detail with dates and locations.
- ❖ As per stipulation of The Act the aggrieved person can make the written complaint of sexual harassment at workplace within a period of three months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident.
- ❖ The complaint must be in no case anonymous and the aggrieved person's name and address should be legible.
- ❖ As per the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013, in case the aggrieved woman is unable to make a complaint on account of her physical incapacity, a complaint may be filed inter alia by her relative or friend or her co-worker or an officer of the National Commission for Woman or State Women's Commission or any person who has knowledge of the incident, with the written consent of the aggrieved woman.
- ❖ The written complaint should be handed over to any internal member of the ICC- Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur.

#### Penalties:

1. Written apology
2. Bond of good behaviour
3. Gender sensitization
4. Counselling
5. Adverse remarks in the Confidential Report
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

*A. S. Patil*  
Presiding officer  
[ I . C . C ]



*P. S. Patil*  
Principal  
Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya, Solapur.



Rayat Shikshan Sanstha's

## Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur

### Anti-Ragging Committee Policy Statement

#### About the Anti-Ragging Committee

Laxmibai Bhaurao Patil Mahila Mahavidyalaya has established an Anti-Ragging Committee to prevent harassment and address any criminal activities that may occur on campus. The committee is chaired by the Principal and includes senior teachers, as well as representatives from the NGO and legal field in line with the guidelines provided by the University Grants Commission (UGC).

#### Objectives

1. To foster a healthy and respectful atmosphere on campus.
2. To prevent ragging activities and ensure a safe environment for all students.
3. To promote friendly relations among students.

#### Measures to Prevent Ragging

1. **Quarterly Reviews:** The Principal reviews the Anti-Ragging Committee's activities and addresses grievances on quarterly basis to resolve any issues promptly.
2. **Student and Parent Undertakings:** At the time of admission, students and their parents are required to sign undertakings agreeing to adhere to anti-ragging norms. The college collaborates with the police and the Damini Squad to enforce strict actions against violations.
3. **Ragging Prohibition:** Ragging is strictly prohibited both within and outside the campus. Individuals found guilty of ragging or abetting ragging will face severe penalties.

#### Monitoring Mechanism

1. **Consultation and Representation:** Effective monitoring is conducted in consultation with the Block Development Officer of Solapur and the Police Inspector. The committee also includes student representatives to ensure comprehensive oversight.
2. **Identity Card Requirement:** Students must carry their identity cards while on campus to maintain discipline and accountability.





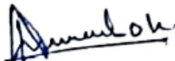
3. **Awareness Programs:** The committee organizes awareness programs on anti-ragging policies to educate students and staff about the implications and prevention of ragging.
4. **Surprise Raids:** The Anti-Ragging Committee is authorized to conduct surprise inspections of college campus vulnerable to ragging. The committee has the authority to inspect these locations and address potential issues.
5. **On-the-Spot Enquiries:** The committee can conduct immediate inquiries into any reported incidents of ragging, as referred by the Head of the Institution, faculty members, or staff.

#### **Actions Against Students Involved in Ragging**


1. **Decision on Punishment:** The Anti-Ragging Committee will make appropriate decisions regarding punishment based on the facts and gravity of each incident.
2. **FIR Filing:** An FIR will be filed with local police authorities for every reported incident of ragging, without exception.
3. **Possible Punishments:** Depending on the nature and severity of the offense, the following actions may be taken:
  - Suspension from attending classes.
  - Rustication from the institution for a specified period.
  - Cancellation of admission.
  - Withholding or withdrawing scholarships, fellowships, and other benefits.
  - Prevention from appearing in tests, examinations, or other evaluation processes.
  - Debarment from representing the institution in regional, national, or international events, tournaments, or festivals.

#### **Action Taken Report**

The institutional authorities will provide periodic reports to the Council detailing incidents of ragging that occurred on campus and the actions taken in response.

  
**Coordinator IQAC**  
L. B. P. M. Mahavidyalaya,  
Solapur.



  
Principal  
Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya,  
1428, Modikhana, Saat Rasta Parisar  
Solapur - 413001



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## Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur

Established 1989

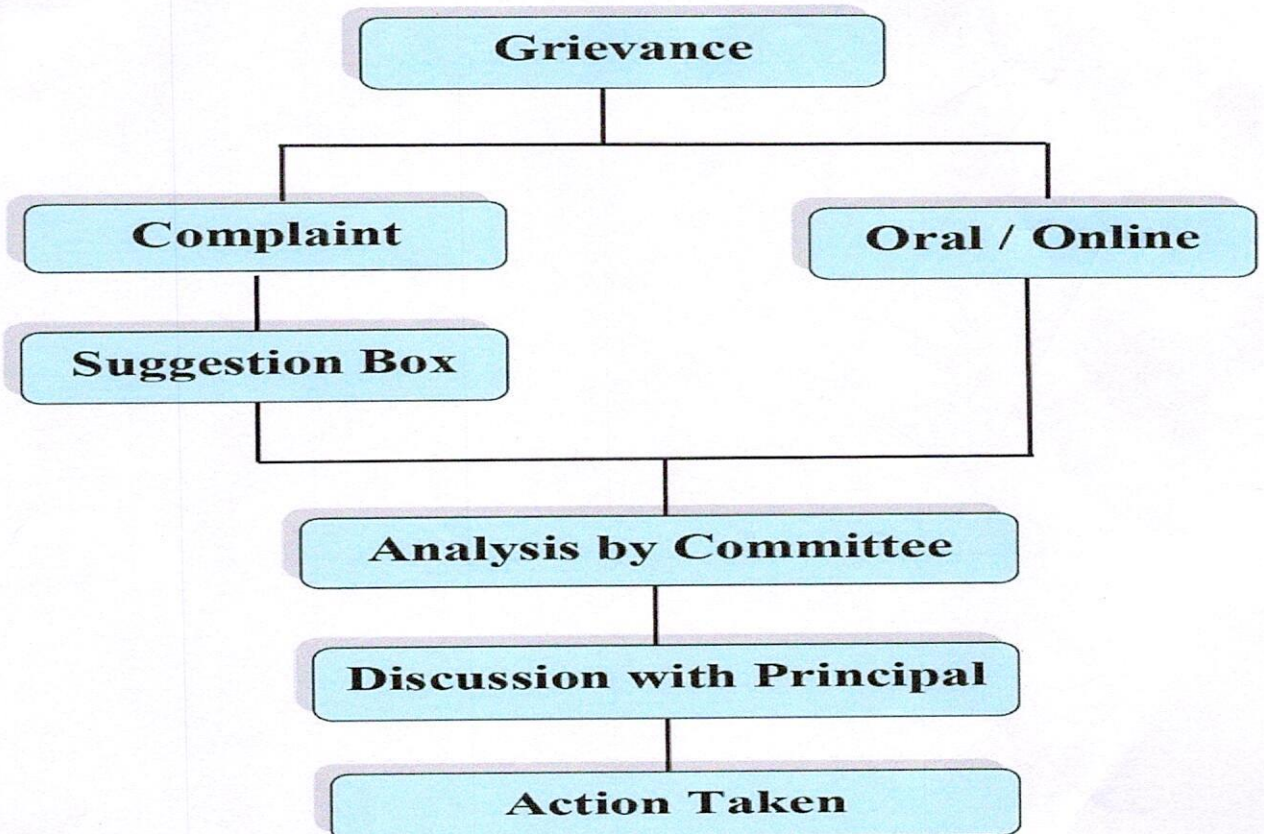
- (Arts, Commerce & Science) Affiliated to P.A.Holkar Solapur University, Solapur
  - Reaccredited by NAAC with A Grade ( CGPA 3.23)
  - An ISO 9001 : 2015 Certified College

Founder : **Padambhushan Dr. Karmaveer Bhaurao Patil**

**Address-** 1428, Modikhana, Near Uplap Mangal Karyalaya, Saat Rasta Solapur-413001  
**Phone-**(0217)2620602

**Website-**[www.lbpmsolapur.org](http://www.lbpmsolapur.org) **Email-**[lbpmsolapur@yahoo.co.in](mailto:lbpmsolapur@yahoo.co.in)

### Mechanism





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Founder: Padam **Bhushan Dr. Karma veer Bhaurao Patil**

**Address-** 1428, Modi Khana, Near Uplap Mangal Karyalaya, Saat Rasta Solapur-413001

Phone-(0217)2620602

Website-[www.lbpsolapur.org](http://www.lbpsolapur.org) Email-[lbpsolapur@yahoo.co.in](mailto:lbpsolapur@yahoo.co.in)

### Composition of Committee

Sr. No.	Name	Role	Designation	Contact Number
1.	Mr. A.P.Kamble	Chairman	Assistant Professor	9422376125
2.	Mr. M.L.Kori	Member	Assistant Professor	8960424670
3.	Mr. N.S.Bhurke	Member	Associate Professor	9921513214
4.	Mrs. N.A. Tamboli	Member	Assistant Professor	9970404667

#### E mail for communication:

1. [kambleapk@gmail.com](mailto:kambleapk@gmail.com)
2. [korimahadev@gmail.com](mailto:korimahadev@gmail.com)
3. [nagoraobhurke55@gmail.com](mailto:nagoraobhurke55@gmail.com)
4. [tamneel@gmail.com](mailto:tamneel@gmail.com)

Principal

Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya, Solapur  
Inde Jos' ex-Principal W. Inde Jos  
Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya, Solapur.



Chairman



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## Aims and Objectives


### Aims:

In order to ensure transparency by the institution imparting education in admissions and with paramount objective of preventing unfair practices and to provide mechanism to students / faculty / staff for redressal of their grievances.

### Objectives:

- To maintain healthy atmosphere in college
- To encourage students / faculty to express their grievance freely and frankly
- Advising students to respect the right and dignity of one another and prohibition of ragging in any form



  
Principal  
Laxmibai Bhaurao Patil  
Mahavidyalaya, Solapur.



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## GRIEVANCE REDRESSAL POLICY

### About Grievance Redressal Cell:

Laxmibai Bhaurao Patil Mahila Mahavidyalaya, Solapur is having its own Grievance Redressal Cell to address grievances and complaints regarding academic activities, physical facilities, administrative services, Library and other support services and issues pertaining to individual as well as collective problems. Grievance Redressal Committee collects grievances, complaints and suggestions through suggestion box as well as in oral communication with office administration. In case, if a person is unwilling to appear in front of committee, he/she may drop a complaint in suggestion box. On the last Saturday of every month, these suggestion boxes are opened in presence of committee chairman, and members. The complaints are recorded, and discussed with the Hon. Principal and the problems are solved.



  
Principal  
Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya, Solapur.

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Chairman



  
Principal  
Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya, Solapur.



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Type of the Grievances	Specifications	In- charge
Academic Issues	Admission, Examinations, Evaluation, Laboratory Facilities, Library Services, Research & Development	1.Chairman Admission Committee 2. Chairman-CIE 3.Librarian 4.Chairman-RDC
Amenities and Maintenance	Canteen, Wi-Fi, Computer facilities, Pure Drinking Water, Sanitation & Hygiene, Sports, Primary Health care facilities etc.	Office superintendent
Placement, Internship & Skill Development	On and off campus, soft skill training, internships, human rights, social & moral values etc.	Placement Officer
General Administration	Collection of fees: Online/ offline fees payment, Scholarships, free ships etc.	Principal and Office Superintendent
Other issues	Discipline, Safety, Security, Emergency Services etc.	Discipline Committee

  
Chairman



  
Principal  
Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya, Solapur.

TEACHER / NON-TEACHING STAFF/ STUDENTS

Complaint Form

<b>Last Name:</b>	<b>First Name:</b>	<b>Middle Name:</b>
<b>Address:</b>		
<b>Class:</b>	<b>Mobile No.</b>	<b>Email:</b>
<b>Date of Complaint:</b>	<b>Complaint:</b>	

Signature





## Complaint Form

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Status: Student / Teacher / Non-Teaching Staff (✓) select your status

Department: \_\_\_\_\_

Address: \_\_\_\_\_

### Complaint Information

Date of Incident: \_\_\_\_\_ Time of Incident: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Please describe the incident in detail:

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Do you have any suggestions for resolving the complaint? If so, please explain.

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Signature





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**Suggestion and Complaint Box**

  
Signature



  
Principal  
Laxmibai Bhaurao Patil  
Mahila Mahavidyalaya, Solapur.