

Mechanism for the submission of Online/ Offline Students' Grievances

For providing a comfortable and secure environment to students and redressing their grievances, a transparent mechanism is maintained which can be described as under:

- Regular meetings of tutorial representatives with the Principal, Chief tutor and faculty tutors are conducted to get the academic and other complaints of students. Routine problems are addressed in tutorial groups by the respective tutorial incharges.
- A complaint register and complaint boxes are maintained to receive the complaints and grievances from the students. Teachers register complaints in the complaint register, as these are reported by students in their respective tutorial groups.
- As per instructions received from the respective authority, Internal Complaint Committee (ICC) and Anti Ragging Committee including teachers and students of different streams are constituted to prevent sexual harassment and ragging. At the time of admission, it is mandatory for every student to fill in a self-declaration form, regarding non-indulgence in any kind of ragging. Posters as per clause 6(a) (i) to curb ragging are displayed in the college campus.
- Besides all these, counselling to students is provided by the Psychology Department of the College for general grievances submitted by the students like stress, lack of concentration, depression, health issues and career.
- The college faculty members perform discipline duty according to their fixed schedule. An ID card is issued to every student and these are checked by teachers on discipline duty.
- SC/ST/OBC complaint window was formed on the college website during session 2019-2020 where the students can register their complaints.

Policy Documents
From
Different Authorities



विश्वविद्यालय अनुदान आयोग
University Grants Commission

मानव संसाधन विकास विभाग, नयाँ दिल्ली
(Ministry of Human Resource Development, New Delhi)

बहादुर शाह ज़ोर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph: 011-23236788/23239317

Fax: 011-2323 8858

E-mail: secy.ugc@nic.in

प्रो. राजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary

D.O.No F.1-7/2011(SCT)

26th June, 2019

Sub: Prevention of Caste Based Discrimination in Higher Education Institutions –reg.

Respected Madam/Sir,

As you are aware, the University Grants Commission is continuously monitoring the Prevention of Caste based discrimination in Higher Educational Institutions. Further, the University Grants Commission has issued letters dated 19.07.2011, 02.07.2013, 07.03.2016, 05.09.2016, 15.05.2017 and 04.06.2018 requesting you to take the following action:

- The officials/faculty members should desist from any act of discrimination against SC/ST students on grounds of their social origin.
- The University/Institute/College may develop a page on their website for lodging such complaints of caste discrimination by SC/ST students and also place a complaint register in the Registrar's/Principal's Office for the purpose. If any such incident comes to the notice of the authorities, action should be taken against the erring official/faculty members promptly.
- The University and Colleges should ensure that no official/faculty members indulge in any kind of discrimination against any community or category of students.
- The University may constitute a committee to look into the discrimination complaints received from the SC/ST/OBC Students/Teachers and non-teaching staff.

You are also requested to advise the officials/faculty members of your university/Institute to be more sensitive while dealing with incidents of caste discrimination and send Action Taken Report to UGC within 30 days in the prescribed format (copy enclosed) and also on the email: sctsection@gmail.com.

The above instructions may also be circulated to all the constituent and affiliated colleges of your University for follow-up action please.

With kind regards,

Yours faithfully

(Rajnish Jain)

Encl: As above.

The Vice-Chancellor of all Universities.

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act-XII of 1956)
("A." Grade NAAC Accredited)

Endst. No.204/2020/CBS/ 28.147-28424 dated 29/06/2020

Copy of the above is forwarded to the Principals/Directors of all the colleges affiliated to this University for information and necessary action.

Deputy Registrar(Colleges)
for Dean of Colleges

Convener

Noted to be true copy

Principal

Kurukshetra Mahavidyala

2017-18

893
16/12/17

KURKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)
(A+ Grade, NAAC Accredited)



DEAN OF COLLEGES

E-Mail

Ph.No.- 01744-238347
PBX: - 01744- 238410

Ext.- 2118

No.CG-II/17/32634-32993

Dated 14/12/17

To

The Principal(s)/Director(s)/Chairman(s)
of All the Colleges/Institutes affiliated to
Kurukshetra University,
Kurukshetra.

Subject: Implementation of Sexual Harassment of women at workplace
(Prevention Prohibition and Redressal) Act, 2013-Constitution of
Committees thereof.

Sir/Madam,

Please find enclosed the letter dated 23.11.2017 received from the
Member Secretary, Haryana State Commission for Women, Panchkula regarding
Implementation of Sexual Harassment of women at workplace (Prevention Prohibition
and Redressal) Act,2013 and for constitution of Committees thereof.

You are, therefore, requested to take necessary action for strict
implementation of the above instruction of the Haryana State Commission for
Women, Panchkula for 'constitution of Internal Complaints Committee' in your
College/Institute within one week and compliance report be sent to the Haryana State
Commission for Women, Panchkula and University.

This may please be treated as **Most Urgent.**

Yours faithfully,

Superintendent(Colleges)
for Dean of Colleges

Dated :

Encl: As above

Endst.No.CG-II/2017/

Copy of the above is forwarded to the following for information:-

- (1) The Member Secretary, Haryana State Commission for Women, Bays No. 39-40, Sector-4, Panchkula.
- (2) The Director, Higher Education, Haryana, Shiksha Sadan, Sector- Panchkula
- The Director, Technical Education, Haryana, Bays No. 7-12, Sector- Panchkula

Superintendent(Colleges)
for Dean of Colleges

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Mr. Mahavidyala
(Haryana)

Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

Principal
Dayanand Mahavidyala

2016-17

onwards



KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)

Minutes of the meeting of the committee constituted by the Vice-Chancellor held on 22.06.2016 at 1.00 p.m. in the Committee Room to review and strengthen the measures to curb the menace of ragging in the University Teaching Departments/Institutes and its affiliated/maintained Colleges/Institutes for the session 2016-17.

Members Present

1. Registrar
2. Proctor
3. Chief Warden (Boys Hostels)
4. Deputy Chief Warden (Nominee of Chief Warden (Girls Hostels))
5. Dean Students' Welfare
6. Dean of Colleges
7. Principal, University College of Education
8. Director, University Institute of Engg. & Tech.
9. Director, Institute of Mass Comm. & Media Tech.
10. Superintendent (Nominee of Director, Public Relations)
11. Chief Security Officer
12. Deputy Registrar (Academic)

Handwritten notes:
Flame, min
12/7/16
C.B.S.
12/7/16

(Dean Academic Affairs & Principal, University College could not attend the meeting)

The Committee was apprised that UGC regulations on curbing the menace of ragging in higher educational institutions 2009 and other instructions issued as per the directions of the Hon'ble Supreme Court of India and the Regulations of State Govt. have already been implemented. UGC and State regulations alongwith measures to be taken for curbing the menace of ragging were circulated to all the UTDs/institutes. Instructions in this regard were also issued to all the affiliated/maintained colleges/ Institute by the Dean of Colleges. The Committee reviewed the measures taken during the last year and noted that:

For the session 2016-17 directions regarding curbing the menace of ragging, anti-ragging committee, anti-ragging squads (zone-wise) constituted by the University, toll free anti-ragging helpline numbers and e-mail helpline, self declaration by the student and his/her parents to the effect that the student will not indulge in ragging, and if found so, will be liable for punishment as per UGC and State regulations, have been included in the Prospectuses of various courses and also in the Hostel Rules & Regulations.

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[Signature]
Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

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Principal
Dayanand

[Signature]
Convener
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

- ii. Posters as per Clause 6(a)-(i) that "the ragging is totally prohibited in the Institution and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with UGC Regulations as well as under the provisions of any penal law for the time being in force" are being got printed and will be pasted by the office of the Dean Students' Welfare at all important places in the University Campus. (www.ugc.ac.in.)

The Committee further made the following recommendations:

1. DSW will arrange to display Flex Boards carrying anti-ragging message along with important Telephone Nos. at various prominent places on the University Campus.
2. DPR will take action for wide publicity of the measures which the University takes to curb the menace of ragging from time to time.
3. Dean of Colleges will make the recommendations to affiliated colleges/institutes with reference to Clause 6.1(c), 6.1(f), 6.4(f), 6.4(n), 9.2 of UGC Regulations. (www.ugc.ac.in.)
4. All Chairpersons, Directors and Principals on the Campus of the University will take self declaration from every enrolled students and their parents on the prescribed proforma given in the Prospectus. However, this is not required to be obtained from the promotee students as they have already given it at the time of their admission during the last year.
5. It will be mandatory for a Chairperson, Director, Principal, to include the paragraph as to whether the student has been punished for committing or abetting an act of ragging as also displayed persistent violent or aggressive behaviour or any inclination to harm others, during his/her course of study in the institution (with ref. to Clause 6.4(1)) in the character certificate to be issued from the institution last attended. (www.ugc.ac.in.)

To be included
in character
certificate

6. A meeting may be fixed in the 2nd week of August or so in which the Vice-chancellor alongwith Registrar and other Senior functionaries/officers of the University will address to freshers and senior students in separate sessions in the University Auditorium. Dean Students' Welfare will arrange to download 'Documentary on Anti Ragging' available on UGC website and display it during this meeting; and ensure its circulation to the University Teaching Departments/Institutes and Maintained Colleges.

Documentary
on Anti Ragging

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Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra

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Dayanand Mahila Mahavidyalaya
Kurukshetra

7. All the Chairpersons/Directors/Principals/Wardens of UTDs/Institutes/ Maintained Colleges/Hostels on the Campus will arrange to show the 'Documentary on Anti Ragging' as stated above at Sr. No. 6 to the Junior & Senior Students. Dean of Colleges will issue instructions to all the affiliated Colleges/Institutes in this regard.

8. DSW will organize counseling sessions by Professionals at the start of academic session (with ref. 6.1(o)) in Hostels and in teaching faculties. **Dean Students Welfare** will also take action to meet the requirements under clause 6.2(e, p, r), 6.3(f) and 6.4(d, e, i, k) of the UGC regulations. (www.ugc.ac.in)

9. A leaflet incorporating Telephone Nos. of Anti Ragging Help Line, Anti Ragging Committee and Anti Ragging Squads will be got printed by DSW after getting the same from the office of the Proctor and will be circulated to all Chairpersons, Directors and Principals of the Departments/Institutes/maintained Colleges and they will provide these printed leaflet to every fresh student admitted.

10. UGC Toll free Anti -Ragging Help line Number 1800-180-5522 and E-mail - help line @ antiragging.net, and the Telephone numbers of University Anti-Ragging Committee, Anti-Ragging Squads, Monitoring Cell, Nodal Officers and Counselors will be displayed on the University Web-site. In addition official E-mail address of the Vice-Chancellor and Registrar will also be displayed on the University Web-site. (Proctor /DSW)

11. All the Chairpersons, Directors and Principals of the Departments/Institutes/maintained Colleges will arrange Introduction Sessions at Department/Institute/College level within one month of admission (Ref. Clause 6.2(b)) and will include the list of such programmes in the academic calendar. (www.ugc.ac.in)

12. Chief Wardens (Boys & Girls Hostels) will meet the requirements under Clause 6.1(b), 6.2(e, j, k), 6.4(b, i) or other relevant clauses of the UGC regulations. (www.ugc.ac.in)

13. All the Chairpersons, Directors, Principals of the Departments/Institutes/maintained Colleges will depute teachers one each for a group of 15 to 20 fresh students for interacting with them. These interactions may be held in the tutorial periods or in other classes in the first month at the start of the session (Ref. 6.2(i, h, i)). (www.ugc.ac.in).

14. All the Chairpersons, Directors and Principals will meet requirements under clause 6.1(d, e, f, g, h, n), 6.2(a, b, c, f, g, h, n, o & r). (www.ugc.ac.in)

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Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

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Principal
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Kurukshetra

Convener
IQAC

Dayanand Mahila Mahavidyalaya
Kurukshetra

Posters as per Clause 6(a) in that "the ragging is totally prohibited in the Institution and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with UGC Regulations as well as under the provisions of any penal law for the time being in force" are being got printed and will be pasted by the office of the Dean Students' Welfare at all important places in the University Campus. (www.ugc.ac.in.)

The Committee further made the following recommendations:

1. DSW will arrange to display Flex Boards carrying anti-ragging message along with important Telephone Nos. at various prominent places on the University Campus.
2. DPR will take action for wide publicity of the measures which the University takes to curb the menace of ragging from time to time.
3. Dean of Colleges will make the recommendations to affiliated colleges/institutes with reference to Clause 6.1(c), 6.1(f), 6.4(l), 6.4(n), 9.2 of UGC Regulations. (www.ugc.ac.in.)
4. **All Chairpersons, Directors and Principals on the Campus of the University** will take self declaration from every enrolled students and their parents on the prescribed proforma given in the Prospectus. However, this is not required to be obtained from the promotee students as they have already given it at the time of their admission during the last year.

It will be mandatory for a **Chairperson, Director, Principal**, to include the paragraph as to whether the student has been punished for committing or abetting an act of ragging as also displayed persistent violent or aggressive behaviour or any inclination to harm others, during his/her course of study in the institution (with ref. to Clause 6.4(l)) in the character certificate to be issued from the institution last attended. (www.ugc.ac.in)

5. A meeting may be fixed in the 2nd week of August or so in which the Vice-chancellor alongwith Registrar and other Senior functionaries/officers of the University will address to freshers and senior students in separate sessions in the University Auditorium. **Dean Students' Welfare** will arrange to download 'Documentary on Anti Ragging' available on UGC website and display it during this meeting; and ensure its circulation to the University Teaching Departments/Institutes and Maintained Colleges.

To be included in character certificate

Documentary on Anti Ragging

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20/08/17

Principal

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Principal

Dayan.

Kurukshetra Mahavidyala

Convener
IQAC

Dayanand Mahila Mahavidyalaya
Kurukshetra

15. Dean of Colleges is Nodal Officer for the affiliated colleges/institutes. He will take all measures to ensure that steps taken by the University from time to time are implemented at the Affiliated Colleges/Institutes. The Principals/Director of the Colleges/Institutions affiliated to Kurukshetra University shall submit a weekly report on the status of compliance with anti-ragging measures under these regulations and monthly report on such status thereafter to the Nodal Officer of Kurukshetra University. All Chairpersons, Directors and Principals of the Departments/Institutes/maintained Colleges will submit such reports to the office of Proctor, who is Nodal Officer for Anti-Ragging measures on the University Campus.

Weekly
and
monthly
report

16. Anti Ragging Squads will keep vigilance in Boys Hostels, Girls Hostels and other vulnerable areas of the University. Anti Ragging Squads, constituted for Hostels will also raid the Hostel in the night. On finding any case of ragging, the squad will report the matter to the Anti Ragging Committee.

17. Anti Ragging Committee will periodically review the situation and the information supplied by the Anti Ragging Squads and recommend actions as per UGC regulations. Minutes of the meetings of the Anti Ragging Committee will be placed before the Monitoring Cell of the University. (Proctor/Chief Wardens/CSO)

18. A close watch should be kept on all outside anti-social elements and it should be ensured that they may not enter the University Campus. For this purpose intensive patrolling on the University Campus should be carried out. The students, whose entry into University Campus has been banned, should not be allowed to enter the University Campus/Hostels. (CSO)

19. The CSO (Security) will ensure that the Gates on the Canal Road should be locked up to 30th September, 2016 and no entry should be allowed from these gates except from 08.30 a.m. to 09.30 a.m. and from 05.00 p.m. to 05.30 p.m. only for the convenience of employees. No students will be allowed to use this road upto the month of September, 2016.

20. The CSO (Security) will contact the concerned Police Officer and make necessary arrangements for patrolling on the campus during the months of July, August and September. It was decided that during evening hours a few police personnel may be deployed on the road leading to the Girls hostels so that the male students be not allowed to stand near the Girls hostels

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Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

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Dayanand Mahila Mahavidyalaya
Kurukshetra

after the visiting hours. The Warden of the Girls hostels should take round on the main gates of the hostels.

Special Vigil be kept over on the students of 5-year Integrated/other professional courses.

21. The CSO (Security) shall also instruct mobile patrolling party to bring to the notice of the University authorities any incident of ragging immediately. No incident of ragging will be hushed up. Even small incident of ragging will have to be reported. The patrolling party will not only keep a close watch on the activities of the students on the University Campus, but also visit Jyotisar, Shekh Chilli Tomb, Brahamsrover, Jindal Park and other nearby picnic-spots and ensure that the students are not indulging in ragging even outside the University Campus. The CSO (Security) will also put some security-men on duty on the Rose Garden, University Canteens, Open Air Theater etc. who will immediately bring into the notice of Proctor/DSW/Chief Wardens/Deputy Proctor/Registrar/ Chairperson/ Director of the concerned Department/Institute if any incident of Ragging comes to their notice. DSW will arrange the meeting of the Canteen Contractors/owners and they should be asked to bring the incident of ragging, if any, to the notice of the University authorities.

22. In every Department/Institute/College a Committee of a few teachers should be formed which may watch the activities of the students especially during lunch hours/recess and also when they come to the departments/institutes/colleges and go back to their Hostels. If any incident of ragging comes to the notice of any member of above Committee or any other member of the teaching or Non-teaching staff, it should immediately be brought to the notice of the Proctor/DSW/Chief Wardens/Deputy Chief Wardens/Registrar/ Deputy Proctor/CSO (Security). The Non-teaching staff in every Departments/Institutes/Colleges Hostels should also remain alert towards incident of ragging. They should report promptly any case which comes to their notice

The Chairpersons/Directors/Principals shall constitute a Committee under the teachers by involving Senior Students and Freshers to report any act of ragging. Similar committee shall also be constituted by the Wardens of Hostels (Boys & Girls) to prevent any act of ragging in the Hostels.

23. The Chairpersons of University Teaching Departments/ Directors of Institutes/ Principals of Colleges shall convene meetings of teachers of their Departments/Institutes/Colleges

Anti-Ragging
Committee

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Principal

Dayanand Mahavidyalaya

K. A. S. ...

Principal
Dayanand

Convenor
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Dayanand Mahila Mahavidyalaya
Kurukshetra

and bring to their notice all anti-ragging measures being taken by the University. The teachers of their Departments/Institutes/Colleges shall further inform the students about the consequences of ragging and ensure that no incident of ragging takes place in their Department/Institute/College and other vulnerable places. It was also decided that the teachers will remain present in the Department/Institute/College from 9.00 a.m. to 5.00 p.m. for two months from the start of classes and the Chairpersons/Directors/Principals will ensure compliance.

Weekly
report of
attendance

The Chairpersons/Directors/Principals shall make all efforts that no class should be left unattended by the teachers and will send weekly attendance report of students on the prescribed proforma (to be devised by the Chairperson/Director/ Principal concerned) for information of the Vice-Chancellor.

25. It was also decided that the students shall not be allowed to hold any party outside the campus. Proctor shall write a letter to the Deputy Commissioner and Superintendent of Police, Kurukshetra requesting that the owners of Hotels in the city not to allow the students to hold any parties in their Hotels to avoid any untoward incident. In case they suspect any such activity at their premises they should inform the University authorities or Distt. Administration for further necessary action. A letter in this regard be also written to all the Hotel owners in the city.

26. The Chief Wardens shall convene the meeting of the Deputy Chief Wardens/ Wardens of all the Hostels and bring to their notice the necessity of their active involvement in "No Ragging" programme and put them on 24 hours visit to ensure that no incident of ragging takes place on the Campus.

27. To avoid any incident of ragging in the Hostels during night hours, it was decided that anti ragging Squads will carry out night patrolling. They would be provided a vehicle by the General Branch for this purpose. The Hostel Supervisor shall remain present in the hostel from 9.00 p.m. to 12.00 midnight to check the incidents of ragging upto 30st September, 2015. All the wardens shall also check their hostels from 9.00 p.m. to 12.00 midnight.

28. During the first two months of starting of the classes no guest of the students should be allowed to stay in the Hostels. No student should be allowed to enter in the University Hostel without Hostel identity card. (All Wardens)

29. If any fresher student is found in the room of the senior student or any senior student is found in the room of the fresher

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Principal
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Kurukshetra (Dayana)

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Kurukshetra

student during night hours in the Hostel, the senior student will be dealt with penal provisions of UGC regulations. (All Wardens)

30. The Security-men posted at the Hostels should also remain alert and if any incident of ragging in the hostels during night hours comes to their notice, they should immediately inform about the same to the concerned Warden/Chief Warden/Deputy Chief Wardens. They should also keep with them the telephone numbers of all the functionaries. (CSO)
31. It was also decided that regular mess of Girls Hostels should be started from the date of start of classes so that the girl students need not to go out from the hostels. Wardens will ensure the proper security of the students. (Chief Wardens (Girls))
32. It was also decided that 1st year students should be kept separately from senior students as far as possible in University Hostels. (Chief Wardens (Girls & Boys))
33. The Chief Wardens and the CSO (Security) will have periodical meetings with their staff to review the position from time to time and to put the information in the meetings of Anti-Ragging Committee.
34. It was also decided that anti-ragging measures taken by the University should be brought to the notice of Principals/Directors of Affiliated Colleges/Institutes to take similar actions in respect of their Colleges/Institutes. **The Dean of Colleges** will issue instructions to the Principals/Directors of affiliated colleges/institutes especially to Technical Institutions to ensure that no untoward incident occurs in their college/institution. The institution failing to curb ragging or fail to follow the UGC regulations in letter and spirit will be dealt severely and stern action, to the extent of disaffiliation of the concerned institution, will be taken. (Proctor)
35. **The Chairpersons/Directors/Principals of UTDs/Institutes/Maintained Colleges will ensure the following-**

- (i) To issue the temporary ID Cards to fresh admitted students and to submit completely filled Students Information Proforma after one week of the last list to the General Branch so that their permanent PVC Id Cards can be made.
- (ii) To collect Rs. 20/- ID Card Fee alongwith Students Information Form

Temporary ID Cards of freshers

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Principal
Dayanand Mahila Mahavidyalaya

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Dayanand Mahila Mahavidyalaya

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Principal
Dayanand Mahila Mahavidyalaya

Convenor
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Dayanand Mahila Mahavidyalaya
Kurukshetra

- (iii) To collect self declaration in regard of not involving in ragging activities signed by the Students and his/her Parents.
- (iv) To inform all the Students, freshers as well as seniors, to keep their Id Cards always with them. It shall be obligatory on the part of Chairpersons/Directors/ Principals to issue temporary Id Cards if the permanent PVC Id Card has not been issued to a student.

REGISTRAR

Endst. No.ACM-1/M.28/16/ 10815-10923 Dated: 12-7-2016

Copy of the minutes, duly approved by the Vice-Chancellor is forwarded to the following for information and further necessary action:-

1. All members of the Committee
2. Dean Academic Affairs, KUK
3. Dean Students' Welfare, KUK
4. All Deans of Faculties, the Chairpersons/Directors of U.E.Ds/ Institutes/University School of Management, KUK
5. Principals UCK,UCEK, KUK
6. Proctor/Deputy Proctor, KUK
7. Dean of Colleges, KUK
8. Controllers of Examinations-1 & 11, KUK
9. Director, Directorate of Distance Education, KUK
10. Chief Wardens/Dy. Chief Wardens/Wardens (Boys & Girls Hostels)
11. Director Public Relations, KUK
12. Directors, Youth & Cultural Affairs, KUK
13. Director, AEMC, (IT Cell)
14. OSD to the Vice-Chancellor, KUK
15. Chief Security Officer, KUK
16. All Heads of Non-Teaching Branches/Offices, KUK.
17. P.Ss to the Vice-Chancellor/Registrar

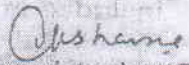

Deputy Registrar (Academic)
for Registrar

KURUKSHETRA UNIVERSITY KURUKSHETRA

Endst. No/CBS/74/ 2016/ 129470-837 dated 19/7/16

Copy of the above is forwarded to the Directors/Principals of all the colleges affiliated with Kurukshetra University Kurukshetra. ~~For~~ for information and taking necessary action.

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Superintendent (Colleges)
for Dean of Colleges

Principal
Dayana

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Controller
IOAC

Dayanand Mahila Mahavidyalaya
Kurukshetra

Principal
Dayana

**Formation of
Various Committees**



विश्वविद्यालय अनुदान आयोग

University Grants Commission

शिक्षा मंत्रालय, भारत सरकार

Ministry of Education, Govt. Of India

15, Lodi Road, New Delhi - 110004

दूरभाष Phone: 230616 01162

E-mail: ugcsection2@gmail.com

No. F. 1-7/2011(SCT)

February, 2021

The Registrar,
All Universities

Sub: **Prevention of Caste Based Discrimination in Higher Education -reg.**

Sir/Madam,

In continuation to this office D.O of even number dated 14.09.2020 on the subject mentioned above, and request to take the following action:

- The Officials/faculty members should desist from any act of discrimination against SC/ST students on grounds of their social origin.
- The University/institute/College may develop a page on their website for lodging such complaints of caste discrimination by SC/ST students and also place a complaint register in the Registrar/Principal Office for the purpose. If any such incident comes to the notice of the authorities, action should be taken against the erring official/faculty members promptly.
- The university and colleges should ensure that no official/faculty members indulge in any kind of discrimination against any community or category of students.
- The University may constitute a committee to look into the discrimination complaints received from the SC/ST/OBC Students /Teachers and non-teaching staff.

None

You are also requested to advise the officials/faculty members of your university/institute to be more sensitive while dealing with incidents of caste discrimination, and provide the information as per the prescribed format, on the University Activity Monitoring Portal (UAMP) of UGC at following link <https://ugc.ac.in/uamp/> urgently.

The above instructions should also be circulated to all the constituent and affiliated colleges of your university for follow-up action please

(Signature)
05/02/2021
(Dr. G. S. Chaudhary)
Joint Secretary

Endst. No. CBS/13/2021/ 1738-2019 dated 12.2.2021
Copy of the above is forwarded to the Principals/Directors of all colleges/Institutes affiliated to this University for information and necessary action.

Attested to be true copy

Principal
Dayanand Mahila Mahavidyalaya
Kurukshehra

(Signature)

Convener
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshehra

(Signature)
Assistant Registrar (Colleges)
for Dean of Colleges

Action Taken Report of Universities/Institutions to prevent caste based discrimination for the year 2021-2022

Name of Institution : Dayanand Mahila Mahavidyalaya, KURUKSHETRA

Sr. no.	Item	Action Taken		
		SC	ST	OBC
1	Whether the Universities/Institution has constituted any committee to look into the complaints of discrimination received from SC/ST/OBC students/teachers/non-teaching staff give details thereof.	Yes		
2	Whether the Universities/Institution had developed a page on its website for lodging complaints of caste based discrimination by SC/ST/OBC students. Give URL and details thereof.	Yes. Page has been develop on college website		
3	Whether the University/Institution is maintaining the Complaint Register and the mode of action taken on the complaint of action taken on the complaint of caste based discrimination.	Yes, Complaint Register has been maintained		
	i. Number of complaints received during the last one year.	No Complaint		
	ii. Out of the total complaints received number of complaints settle/solved.	No Complaint		
	iii. Whether any suicidal type of action reported in the complaints (number)	No		
	iv. Action taken in case incident comes to the notice of the authority against official/faculty.	N.A.		
4	Whether the University/Institution has any Cell to look in to the complaint of discrimination against SC/ST/OBC received from the affiliated/constituent college.	SC/ST/OBC Committee has been constituted		
	i. Mode of solving the College problems.	N.A.		
	ii. Number of complaints is receive and solved.	No Complaint received		
	iii. Type of instruction issued to the College against caste discrimination.	Instruction/Notice was displayed on student's notice board and all staff notice board		

Omilia Singh
Omilia Singh
 SC/ST/OBC (Convener)

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Principal
 Dayanand Mahila Mahavidyalaya
 Kurukshetra (Harvana)

QAC
 Convener
 Dayanand Mahila Mahavidyalaya
 Kurukshetra

. Action Taken Report of SC/ST/OBC Committee meeting

SC/ST/OBC Committee meeting was held on 22.07.2020 under the chairmanship of Principal Dr. Vijeshwari Sharma Madam.

Following decisions were implemented.


1. Notice of prevention of caste-based discrimination for students displayed on the student's notice-board on 22.7.2020.
2. Complaint register was maintained in the office on 24.7.2020. So that student can register their complaint.
3. Notice was circulated among all the faculty members and officials on 22.7.2020.
4. A page on website was developed by the Institution in order to lodge caste based discrimination on 22.07.2020.

Link for this page is –<https://dmmkkkr.ac.in/sc/obc/st-complaint>.

Principal


(Convener)

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Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra


Convener
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra



ओ३म्
दयानन्द महिला महाविद्यालय, कुरुक्षेत्र
DAYANAND MAHILA MAHAVIDYALAYA, KURUKSHETRA

o/c (Estd. 1982)

Ref. No. (क्रमांक) DMM/21/574

Date (दिनांक) 09.08.21

Off. : 01744-270981, 251981
Website : dmmkkr.ac.in
E-mail : dmmkkr2010@rediffmail.com
dmmkkr2010@gmail.com

To

The Assistant Registrar (Colleges,
For Dean of Colleges,
Kurukshetra University,
Kurukshetra.

2082
10/08/21

Sub: To seek information regarding Central/State Universities and its affiliated Colleges.

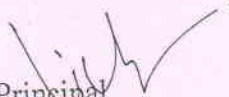
Sir,


This has reference to your office letter no. CBS/2021/133/9513-9797 dated 02.08.2021 on the subject cited above. In this regard the desired inform is given below in the prescribed format:-

Sr. No.	Name of the University/ College	Address	Contact No.	E-mail ID	Name of Liaison Officer dealing with welfare of and contact details
1.	Dayanand Mahila Mahavidyalaya, Kurukshetra	Salarpur Road, Kurukshetra	01744-270981 01744-251981	dmmkkr2010@gmail.com	Mrs. Umesh Mob. No. 9467621777

Thanking you,


Yours faithfully,


Principal
Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)



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Principal
Dayanand


Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

Dayanand Mahila Mahavidyalaya, Kurukshetra

Date 09.09.2021

Internal Complaint Committee (Prevention of Sexual Harrassment at Workplace) has been Re-constituted for the period **01.08.2021 to 31.07.2022** as per guidelines received by E-mail dated 02.09.2021 from Prof. Neelam Dhanda, Chairperson, Internal Complaint Committee, Kurukshetra University, Kurukshetra.

Following staff members are requested to note:

Mrs. Minakshi Thakral

Dr. Manjeet Kaur

Dr. Anu Chauhan

Dr. Suman Rajan

Dr. Deepa

Principal

Dr. Vijeshwari Sharma

Principal

Dayanand Mahila Mahavidyalaya

Kurukshetra (Haryana)

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Convener
IQAC

Dayanand Mahila Mahavidyalaya
Kurukshetra

Principal
Dayanand

Kurukshetra (Haryana)

Mahavidyalaya

KURUKSHETRA UNIVERSITY

KURUKSHETRA



NOTIFICATION OF THE EXECUTIVE COUNCIL

POLICY AGAINST SEXUAL HARASSMENT AT WORKPLACE

Policy Against Sexual Harassment of Women, 2015

The Internal Complaints Committee Against Sexual

Harassment of Women at Workplace

(Prevention, Prohibition and Redressal):

Rules and Procedures

(ICCASH)

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2015

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Convener
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

INTRODUCTION

Following the guidelines on the prevention and deterrence of sexual harassment in the workplace laid down by the Supreme Court of India in its 13 August 1997 Judgment on the Writ Petition (Criminal) *Vishaka v. State of Rajasthan*, the Executive Council of Kurukshetra University, Kurukshetra had approved a Policy against Sexual Harassment at the Workplace. The Rules and Procedures of the ICC were approved in principle by Kurukshetra University **Executive Council Resolution No. 25 dated 06.06.2005.**

In pursuance of the **Sexual Harassment of Women At Workplace (Prevention, Prohibition and Redressal) Act, 2013**, the Policy has been now modified in compliance with the provisions of the said Act¹. **Further the Policy against Sexual Harassment of Women shall now be called The Internal Complaints Committee Against Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal): Rules and Procedures.**

NOTIFICATION OF THE EXECUTIVE COUNCIL

POLICY AGAINST SEXUAL HARASSMENT AT WORKPLACE

The Executive Council of the University in its meeting held on 14.10.2015 vide Res. No. 33 has approved a Policy against Sexual Harassment of Women called **The Internal Complaints Committee Against Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal): Rules and Procedures.**

Kurukshetra University is committed to provide to all women a place of work and study free of sexual harassment, intimidation or exploitation. It is expected that all students, faculty, staff, karamcharis and officials shall treat one another and visitors to the University with respect. All members of the University community, including those who are in temporary or short term positions are subject to this Policy. Anyone violating this Policy is liable to disciplinary action.

Reports of sexual harassment are taken seriously and shall be dealt with promptly. The specific action taken in any particular case depends upon the nature and gravity of

¹ The provisions of this Act shall be in addition to and not in derogation of the provisions of any other law for the time being in force, The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Section 28.

the conduct reported. The University recognizes that confidentiality is important. The University shall respect the confidentiality and privacy of individuals reporting or accused of sexual harassment to the extent reasonably possible. Reprisals against an individual who in good faith reports, or provides information in an investigation, about behaviour that may violate this Policy, are against the law and shall not be tolerated. Intentionally providing false information, however, is ground for disciplinary action.

The University is committed to principles of free inquiry and free expression. Vigorous discussion and debate are fundamental to the pursuit of knowledge, and this Policy is not intended to stifle teaching methods or freedom of expression. Sexual harassment, however, is not the proper exercise of academic freedom, nor can it be proclaimed as freedom of expression. It compromises the integrity of the University and its tradition of intellectual freedom, and it also violates the principle of equality and dignity of all its members.

What is Sexual Harassment?

A. "Sexual Harassment" includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely²:-

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

B. The following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment³:-

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

² Ibid, Section 2 (n)

³ Ibid, Section 3 (2)

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Dayanand Mahila Mahavidyalaya
Kurukshetra

- (v) humiliating treatment likely to affect her health or safety.

What to do if you feel you are being sexually harassed

- **Know your rights-** Sexual Harassment is illegal, both the law of the land and Kurukshetra University, Kurukshetra prohibit sexual harassment.
- **Speak up-** If you can, tell the person to stop. State clearly and firmly that you want a particular behaviour to cease.
- **Get information and support-** If you feel you cannot speak up, ask your friends to help you and bring it to the notice of the University. Keep records that might be useful for pursuing the case.

What not to do

- **Do not blame yourself-** Sexual harassment is not something one brings on oneself. It is not a consequence of certain ways of dressing or acting. It is a violation of an individual's right to work and live with dignity.
- **Do not ignore-** Ignoring sexual harassment does not make it go away. The harasser may misinterpret a lack of response as approval of the behaviour.
- **Do not delay-** Delay in action increases the probability that unwanted behaviour shall continue or escalate.
- **Do not hesitate to ask for help-** Speaking up may prevent others from being harmed as well.

POLICY AGAINST SEXUAL HARASSMENT

I. SHORT TITLE

The Internal Complaints Committee Against Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal): Rules and Procedures (ICC).

II. APPLICABILITY

- (i) It shall apply to all students, academic staff and non-teaching staff on active rolls of Kurukshetra University, Kurukshetra, as also to residents, service providers and outsiders, on the Kurukshetra University campus, to the extent specified in these rules and procedures.

(ii) It shall also apply to all the Colleges, Regional Centres and Institutions affiliated to Kurukshetra University.

(iii) The affiliated Colleges shall formulate an Internal Complaints Committee as per Sections VI & VII (B) of the Policy with the Principal of the College as the Convenor of the Board.

III. DEFINITIONS

1. (A) "Sexual Harassment" includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely⁴:-

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

(B) The following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment⁵:-

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

2. "Aggrieved woman" means in relation to a workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the respondent⁶.

⁴ Ibid, Section 2 (n)

⁵ Ibid, Section 3 (2)

⁶ Ibid, Section 2 (a)

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Kurukshetra

Principal
Dayana

3. "Respondent" means a person against whom the aggrieved woman has made a complaint under section XX (B).
4. "Student" includes any person who is enrolled for any course, regular, private or through distance education with Kurukshetra University, Kurukshetra and includes a postgraduate, undergraduate student, a Research Scholar, a visitor and a repeater. It includes a student of University College/College of Education and School on the Campus.
5. "Employee" means a person employed at a workplace for any work on regular, temporary, ad hoc or daily wage basis, either directly or through an agent, including a contractor, with or without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, apprentice or called by any other such name⁷.
6. "Academic staff" includes any person on the staff of the University who is appointed to a teaching and/or research post, whether full time, temporary, ad-hoc, part-time, contract basis, guest faculty, visiting faculty, honorary, or on special duty or deputation, and shall include employees employed on a casual or project basis.
7. "Non-teaching staff" includes any person on the staff of the University who is not appointed to a teaching and/or research post, whether full-time, temporary, ad-hoc, part-time, daily wager, honorary or on special duty or deputation, and shall include employees employed on a casual or project basis, as also persons employed through a contractor.
8. "Outsider" includes any person who is not a student, resident, or member of the academic or non-teaching staff of Kurukshetra University.
9. "Resident" includes any person who is a temporary or permanent resident of any of the accommodations or premises managed and/or allotted by Kurukshetra University, irrespective of whether he/she is the person to whom the accommodation is officially allotted.

⁷ Ibid, Section 2 (f)

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Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

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Dayanand Mahila Mahavidyalaya
Kurukshetra

10. "Service provider" includes any person who runs or manages commercial enterprises on the campus, or provides services to the campus. It includes, but is not limited to persons working in shops, canteens and restaurants on the campus, as well as persons working in premises allotted on the campus, such as the shopping complexes, Police Post, Banks, Department of Posts & Telegraph etc.
11. "Chairperson" means the Chairperson of the ICC nominated under sub-section X.
12. "Employer means-
 - (i) in relation to any department, organization, undertaking, establishment, enterprise, institution, office, branch or unit of the appropriate Government or a local authority, the head of that department, organization, 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 the behalf.
 - (ii) in any workplace not covered under sub-section (i), any person responsible for the management, supervision and control of the workplace⁸.
13. "Campus" includes all places of work and residence in the Kurukshetra University campus. It includes all places of instruction, research and administration such as health centre, library, university press, hostels, guest houses, public places and places of residence allotted and administered by Kurukshetra University, including the shopping centre, post office, bank, playground etc.
14. "Third party" shall include the NGO representative and eminent woman academic serving on ICC.
15. "Counsellor" includes any woman appointed by the University authorities, who has proven expertise in social and personal counseling on matters arising out of incidents of sexual harassment.
16. "Eminent woman academic" includes a senior woman academic who is presently not a member of either the academic or the non-teaching staff of Kurukshetra University, and who has experience in working for gender equality.
17. "Complaints Screening Committee" as defined in Clause XX (C) herein.

⁸ Ibid, Section 2 (g)

18. "Enquiry Committee" as defined in Clause XXI herein.
19. "ICC" shall refer to the Kurukshetra University Internal Complaints Committee Against Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal): Rules and Procedures.
20. "NGO" includes any Non-Governmental Organization registered under the Societies Registration Act or as a public charitable trust. Such a society/charitable trust must not be affiliated to any political party, and should have been engaged in work for gender equality, particularly for the amelioration of the status of women for a minimum of three years. Two-thirds of the registered membership of such a society or charitable trust shall be outsiders with respect to Kurukshetra University; i.e. atleast two-thirds of the membership shall not include any person who is a student, resident, service provider, or a member of the academic staff or non-teaching staff of Kurukshetra University.
21. "University authorities" shall refer to the Vice-Chancellor of Kurukshetra University, by virtue of his/her being the head of the Executive Council of Kurukshetra University, as well as any such person to whom such powers may be delegated, or any person who is entrusted with the powers and functions to act on behalf of the University under the Kurukshetra University Act, 1986, or statutes, ordinances or rules thereunder.
22. "University functionaries" includes any person appointed, designated or nominated by the University authorities to a position of service in Kurukshetra University and includes, but is not limited to, the following: Dean Academic Affairs, Dean Students Welfare, Deans of Faculties, Chairpersons/Directors of University Teaching Departments/Institutes, Proctor, Chief Wardens, Security personnel, health professionals, as well as persons discharging administrative responsibilities, such as the Registrar and the Finance Officer.
23. "Vacations" shall refer to the periods when the University is observing vacations according to Academic Calendar.
24. "Vacations Committee" as defined in Clause XVIII herein.

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Kurukshetra (Haryana)

Comptroller
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Dayanand Mahila Mahavidyalaya
Kurukshetra

25. "Warden" shall refer to any person, who is nominated, appointed, or designated as a Warden of a hostel allotted and/or administered by Kurukshetra University.

26. "Appeals Committee" as defined in Clause XXVI (C) herein.

IV. SCOPE OF THE POLICY

This Policy shall be applicable to all complaints of sexual harassment made:-

- (i) By a student, a member of the academic or non-teaching staff, or by a member of the academic or non-teaching staff against a student or another member of the academic or non-teaching staff; in either case, irrespective of whether sexual harassment is alleged to have taken place within or outside the campus.
- (ii) By a service provider or an outsider against a student or a member of the academic or non-teaching staff or made by a student or a member of the academic or non-teaching staff against an outsider or a service provider, if the sexual harassment is alleged to have taken place within the campus.
- (iii) By a resident against a student or a member of the academic or non-teaching staff or made by a student or a member of the academic or non-teaching staff against a resident, irrespective of whether sexual harassment is alleged to have taken place within or outside the campus.

V. DUTIES OF THE EMPLOYER⁹

Every employer shall-

- (a) Provide a safe working environment to all women at the workplace which shall include safety from the persons coming into contact at the workplace.
- (b) Display at any conspicuous place in the workplace, the penal consequences of sexual harassment; and the order constituting, the ICC.
- (c) Organize workshops and awareness programmes at regular intervals for sensitising the employees with the provisions of the Act and orientation programmes for the members of the ICC in the manner as may be prescribed.

⁹ Ibid, Section 19

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Principal

Convenor
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Dayanand Mahila Mahavidyalaya
Kurukshetra

- (d) Provide necessary facilities to the ICC for dealing with the complaint and conducting an inquiry.
- (e) Assist in securing the attendance of respondent and witnesses before the ICC.
- (f) Make available such information to the ICC, as it may require having regard to the complaint.
- (g) Provide assistance to the woman if she so chooses to file a complaint in relation to the offence under the Indian Penal Code or any other law for the time being in force.
- (h) Cause to initiate action, under the Indian Penal Code or any other law for the time being in force, against the perpetrator, or if the aggrieved woman so desires, where the perpetrator is not an employee, in the workplace at which the incident of sexual harassment took place.
- (i) Treat sexual harassment as a misconduct under the service rules and initiate action for such misconduct.
- (j) Monitor the timely submission of reports by the ICC.

VI. CONSTITUTION OF ICC

ICC shall have a membership of eleven persons, of which at least half the members shall be women. The members shall be nominated by a Board headed by the Vice-Chancellor (As defined in Clause VII A) in a meeting convened for the purpose.

- (i) Two faculty members (at least one woman who shall be the Chairperson of ICC)
- (ii) Two Wardens (at least one woman)
- (iii) Two students (preferably one day scholar and one hostel resident with at least one of them being a woman)
- (iv) One officer and one staff member (at least one woman).
- (v) One eminent woman academician from outside the University
- (vi) One woman representative of an NGO with special experience in issues of sexual harassment

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U.S.
Mahila Mahavidyala
(Darvaha)

Completed by
IQAC
Dayanand
Kuru
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- (vii) One woman counsellor.

VII. (A) PROCEDURE FOR THE CONSTITUTION OF ICC IN THE UNIVERSITY

The Executive Council will constitute/appoint a Board of members representing various stakeholders to be chaired by the Vice-Chancellor to approve the members of ICC. The members of the Board may consist of the following:-

- a. Vice-Chancellor (in the chair)
- b. Registrar
- c. Dean, Academic Affairs
- d. Dean, Students Welfare
- e. Chief Wardens (Men & Women)
- f. Senior Most lady Professor of the University
- g. Director, Women's Studies Research Centre
- h. Presidents, KUTA, KUNTEA, Students Union, if in existence

(B) PROCEDURE FOR THE CONSTITUTION OF ICC IN COLLEGES AFFILIATED TO KURUKSHETRA UNIVERSITY

Board to be approved by the Management/Department of Higher Education to appoint the members of ICC in the College.

- a. Principal (Convenor)
- b. Vice-Principal
- c. Senior most lady teacher of the College
- d. In-charge, Women's Cell
- e. Convenor, Proctorial Board
- f. Convenor, Sports Board
- g. Convenor, Cultural Activities
- h. Coordinator, NSS

VIII. FUNCTIONS OF ICC

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IQAC

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Kurukshetra

ICC shall have three functions:

(1) Gender Sensitization and Orientation

- (i) ICC shall ensure the prominent publicity of the Policy in all University Teaching Departments/Colleges/School on the campus, Centres, hostels, offices of administration, as well as in all public places on the campus such as the library, health centre, residential areas, canteens, shopping centres etc. The Policy will also be available on the Kurukshetra University website.
- (ii) ICC shall organize programmes for the gender sensitization of the campus community through workshops, seminars, posters, film shows, debates, skits etc. It may also enlist the help of specialized NGOs and any campus body to carry out these programmes.
- (iii) ICC shall conduct at least one major activity per semester involving large sections of the Kurukshetra University community.
- (iv) ICC shall coordinate with the campus security services to devise ways and means by which a system of crisis management that is both gender-sensitive as well as prompt and effective is put in place. It shall maintain regular conduct with the campus security services to ensure that in crisis arising out of incidents of sexual harassment, ICC members, and/or the volunteers identified by it, shall be intimated without delay.
- (v) ICC shall organize training workshops for members of ICC to equip them to handle sexual harassment cases (including legal and medical aspects of aid).

(2). Crisis Management and Conciliation¹⁰

- (i) The Internal Complaints Committee Against Sexual Harassment may before initiating an inquiry and at the request of the aggrieved woman take steps to settle the matter between her and the respondent through conciliation by the Complaints Screening Committee.

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

¹⁰ Ibid, Section 10

- (ii) Where a settlement has been arrived at under sub-section 2 (i), Internal Complaints Committee Against Sexual Harassment shall record the settlement so arrived and forward the same to the Vice-Chancellor to take action as specified in the recommendation.
- (iii) The Internal Complaints Committee Against Sexual Harassment shall provide the copies of the settlement as recorded to the aggrieved woman and the respondent.
- (iv) Where a settlement is arrived at, no further inquiry shall be conducted by the Internal Complaints Committee Against Sexual Harassment.
- (v) ICC can *suo moto* assist in the conciliation of crisis arising out of sexual harassment and sexual assault on the campus.

(3). Formal Enquiry and Redressal

- (i) ICC shall be responsible for the formal redressal of complaints of sexual harassment. It shall receive complaints, conduct time-bound enquiries and recommend disciplinary action, if any, in accordance with the rules and procedures laid down herein.
- (ii) In all cases of sexual harassment, ICC shall provide its resources to ensure the complainant's safety.

IX. TERM OF ICC

- The term of the Committee shall be from 1st August to 31st July each year.
- The University shall ensure that the ICC is constituted before the expiry of the existing committee i.e. 1st August every year.
- The term of office of each member of ICC, shall be twelve months. One third of the members may be retained to the maximum period of 3 years for each member.

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Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

X. CHAIRPERSON OF ICC

The Chairperson of ICC shall be a woman faculty member nominated by the Board at Clause VI.

XI. DISQUALIFICATION OF CHAIRPERSON AND MEMBERS

A person shall be disqualified for being appointed, nominated or designated as, or for being continued as, a member of ICC if there is any complaint concerning sexual harassment pending against him or he has been found guilty of sexual harassment.

XII. DISQUALIFICATION OF AN NGO

A person shall be disqualified for being appointed, nominated or designated as, or for being continued as, an NGO representative on ICC if such appointment, nomination, designation, election or continuation is inconsistent with the provisions of Clause III (20).

XIII. VACANCY OF A MEMBER OWING TO ABSENCE WITHOUT INTIMATION

If a member nominated or designated to ICC remains absent without written intimation to ICC for three consecutive meetings or two months, whichever is more, his/her office shall thereupon become vacant.

XIV. RESIGNATION OF A MEMBER

A member of ICC may resign from his/her office at any time by tendering his/her resignation in writing to Chairperson ICC. Such a person shall be deemed to have vacated his/her office as soon as ICC has accepted the resignation.

XV. PROCEDURE FOR FILLING A VACANCY IN ICC

If a vacancy arises in ICC in accordance with the provisions of Clauses XI, XII, XIII and XIV, the Chairperson ICC shall intimate to the Vice-Chancellor within two weeks of the vacancy. The Vice-Chancellor as Convenor of the Board shall arrange for filling up the vacancy in accordance with the procedure outlined in Clause VII (A) for that particular category within four weeks of the vacancy.

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Principal
Mahila Mahavidyala
Kurukshetra (Haryana)

Copy
IQAC
Dayanand
Kurukshetra

XVI. ACTING CHAIRPERSON OF ICC

In the event of the Chairperson of ICC being unable to discharge her duties for a short period (not exceeding three weeks), barring the period when the University is on vacation, ICC shall designate from amongst its members, a woman member to the post of Acting Chairperson of ICC for the said period. The Acting Chairperson of ICC shall have all the powers and duties as of the Chairperson of ICC outlined herein.

XVII. MEETINGS OF ICC

- (i) ICC shall meet at least once in a month from August to July.
- (ii) Members shall be intimated of meetings in writing or by electronic communication.
- (iii) Minutes of all meetings shall be confirmed and adopted.
- (iv) Any member may request the Chairperson to call an Ordinary Meeting. Forty-eight hour's notice shall be required for such a meeting to be called. The quorum for an Ordinary Meeting shall be one-third of the members of ICC. Motions shall be carried by a simple majority.
- (v) Any member may request the Chairperson to call an Emergent Meeting. At least twenty-four hour's notice shall be required for such a meeting to be called. The quorum for an Emergent Meeting shall be one-third of the members of ICC. Motions shall be carried by a simple majority.
- (vi) A Special Meeting may be called by the Chairperson of ICC, with atleast twenty-four hours notice. A special meeting shall have a quorum of two-third of the members of ICC, and the attendance of at least one of the third party members shall be mandatory. Motions shall be carried by a two-thirds majority of the members present and voting.
- (vii) If the required quorum is not there at any meeting, such a meeting shall be adjourned for not more than seven working days. But for the adjourned Ordinary or Special meetings, the required quorum shall be the same as in a regular meetings.
- (viii) ICC shall hold atleast two annual public meetings where it shall report to the campus community about its activities. Of these, atleast one meeting shall be

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called specifically for the purpose of the presentation of the Annual Report of ICC.

XVIII. VACATIONS COMMITTEE (If the Chairperson, ICC is on vacation for more than three weeks)

During the period when the University is on vacation, ICC shall strive to ensure the discharge of its duties and functions, in accordance with the procedure outlined herein:

- (i) ICC shall designate from within itself a Vacations Committee(s), for the period when the University is in vacation, of not less than five persons. Half of the members of the said Committee shall be women.
- (ii) The Vacations Committee shall elect from within itself a Convenor, who shall be a woman faculty member, and shall exercise all the powers and functions of the Chairperson of ICC outlined herein.
- (iii) At least seven days before every vacation ICC shall intimate the Campus Community by Public Notice the contact details of the members of the Vacations Committee.
- (iv) The Vacations Committee shall designate from within itself a monthly Complaints Screening Committee, which shall function in accordance with the rules and procedures.
- (v) In the event of an enquiry proceedings being necessitated, the Vacations Committee shall call a Special Meeting for the constitution of an Enquiry Committee, in accordance with the provisions of Clauses XX(D) and XXI.
- (vi) Save for reasons that the Vacations Committee considers urgent, further action on the complaint shall take place after the end of the vacations, in an Emergent Meeting, called by the Chief Enquiry Officer within seven working days of the commencement of the term.
- (vii) In case of a need for urgent disciplinary action, the reasons for which the Chief Inquiry Officer shall state in writing, the Convenor of the Vacations Committee shall call a Special Meeting to discuss and adopt the report and recommendations of the Enquiry Committee, and to initiate further action on the complaint, in accordance with the procedures outlined in Clause XXI.

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XIX. ANNUAL REPORT OF ICC

ICC shall forward an Annual Report on the discharge of its functions of gender sensitization and orientation, crisis mediation and formal enquiry and redressal to the Vice-Chancellor of Kurukshetra University. The Annual Report shall also be presented and discussed in atleast one public meeting called for the purpose by ICC.

XX. REGISTRATION OF COMPLAINTS

Where, despite the preventive and conciliatory efforts of ICC, incidents of sexual harassment do take place, registration of complaints about such incidents shall follow a two-stage procedure. At the first stage there shall be a preliminary system for filing of complaints and subsequently there shall be follow-up by a Complaints Screening Committee. Both these stages are spelt out in the outline given below.

(A) Procedure for Filing Complaints

- (i) Any woman student, resident, service provider, outsider, or a member of the academic or non-teaching staff may lodge a complaint of sexual harassment against a student, resident, service, provider, outsider, or a member of the academic or non-teaching staff. Third party¹¹ complaints and witness complaints shall be entertained.
- (ii) Complaints can be lodged directly with any member of ICC, or through existing channels for lodging grievances, such as the University authorities, wardens, teachers, students, union/association representatives, administrative superiors 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 ICC within two working days of its receipt by her/him.
- (iii) Where the aggrieved woman is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person as may be prescribed may make a complaint under this section¹².

¹¹ Third Party here refers to any individual who is not party to the incident. Third party complaints may only be pursued if there is enough evidence (eye witness/material evidence) to establish a prima facie case of sexual harassment, and/or the complainant himself/herself agrees to testify.

¹² The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Section 9 (2)

- (iv) Upon receipt of the complaint, the ICC member to whom the complaint is made shall forward the same to the Chairperson, ICC.
- (v) The ICC may, before initiating an inquiry under section (ii) and at the request of the aggrieved woman take steps to settle the matter between her and the respondent through conciliation¹³.
- (vi) Provided that no monetary settlement shall be made as a basis of conciliation¹⁴.
- (vii) Where a settlement has been arrived at under section (v), the ICC shall record the settlement so arrived and forward the same to the Vice-Chancellor to take action as specified in the recommendation¹⁵.
- (viii) The ICC shall provide the copies of the settlement as recorded under section (vii) to the aggrieved woman and the respondent¹⁶.
- (ix) Where a settlement is arrived at under section (v), no further inquiry shall be conducted by ICC¹⁷.
- (x) As far as possible an attempt should be to explore whether conciliation can provide a suitable solution of the case. This would be desirable in so far as it can spare the trauma of formal procedures for both the complainant and the accused. In cases where there is a possibility of success of such an effort, the time span between receipt of first information about an incident and bringing it formally to the notice of ICC by the faculty or other concerned person, may be enhanced beyond two days but to a period less than a week from the date of the initial complaint.
- (xi) The complaint may be oral or in writing. If the complaint is oral, it shall be reduced in writing by a Complaints Screening Committee or the ICC member receiving the complaint, on Form I, prescribed for the purpose (Schedule-II), and authenticated by the complainant under her dated signature or thumb impression as the case may be.

¹³ Ibid, Section 10 (1)

¹⁴ Ibid, Section 10 (1)

¹⁵ Ibid, Section 10 (2)

¹⁶ Ibid, Section 10 (3)

¹⁷ Ibid, Section 10 (4)

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(B) Time Frame for Filing a Complaint¹⁸

- (i) Any aggrieved woman may make, in writing, a complaint of sexual harassment at workplace to the ICC within a period of three months from the date of the incident and in case of a series of incidents, within a period of three months from the date of last incident.
- (ii) Provided that where such a complaint cannot be made in writing, the Presiding Officer or any Member of the ICC or the Chairperson shall render all reasonable assistance to the woman for making the complaint in writing.
- (iii) Provided further that the ICC may, for the reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the woman from filing a complaint within the said period.

(C) Complaints Screening Committee

(i) Composition

ICC shall designate by rotation three persons from amongst its members for a period of one month to receive and screen complaints, henceforth called the Complaints Screening Committee¹⁹. The names and contact details of these members shall be given widespread publicity by ICC.

(ii) Functions

- (a) The Complaints Screening Committee shall receive and record complaints of sexual harassment on Form II (Schedule-II) prescribed for the purpose.
- (b) It shall carefully study the complaint, and may hear both the complainant, the accused and/other involved parties to determine whether an enquiry by ICC is to be instituted. The process of screening of complaints would be kept as simple as possible, complainant-friendly and quick in terms of its decision as to whether the matter needs to be referred to the Enquiry

¹⁸ *Ibid*, Section 9

¹⁹ The Complaints Screening Committee procedure is essential to the just functioning of ICC, as in a number of instances, complaints received by ICC may not instantiate a complaint of sexual harassment as defined by law. The procedure also recognizes that an inquiry can be as traumatic for an accused as the complainant, and the institution of an enquiry without determining a prima facie case can lead to adverse consequences and a hostile working environment for the accused.

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Committee or should be taken care of by counseling/conciliation. Recourse to calling of witnesses would therefore be avoided at the complaints registering stage to the maximum extent possible.

- (c) At no time during the complaint receiving and recording procedure shall the past sexual history of the complainant be probed into, as such information shall be deemed irrelevant to a complaint of sexual harassment²⁰.
- (d) ICC may issue an order of restraint to the accused in accordance with the procedure outlined below in Clause XX(D).
- (e) The Complaints Screening Committee shall communicate its recommendations, along with the reasons and documentary evidence, if any, thereof, in writing to the Chairperson of ICC as soon as possible.
- (f) The Complaints Screening Committee shall be responsible for making counselling services available to a person requesting for it.
- (g) The complainant may withdraw her complaint in writing at any time during the complaints receiving and/or enquiry procedure.
- (h) The enquiry procedure shall, on such withdrawal, be terminated, save in instances in which the Enquiry Committee is informed, knows, or has reasons to believe, that the reasons for such withdrawal are the consequences or effect of coercion and intimidation exerted by the accused, or any person can on his behalf, on the complainant. In such as instance, the enquiry proceedings shall continue in accordance with the procedure outlined in Clauses XX (D) and XXI.

(D) Restraint Order

- (i) A Restraint Order in terms of ICC Rules shall provide on Form IV prescribed for the purpose (Schedule-II) a summary of the complaint, the date(s), and location(s) of the alleged incident(s) acting on his behalf, to contact or influence, or intimidate, or exert pressure on the complainant or

²⁰ This provision has its basis in the guidelines laid down by the Law Commission on the law, so as to restrict attempts to impugn the credibility of the complainant on bounds of her alleged 'bad character'.

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- any person in the complainant's confidence which may prove prejudicial to the case.
- (ii) The complainant or any other person should intimate in writing to the Complaints Screening Committee, the Chairperson of ICC and/or the Enquiry Committee of any violation of the order of restraint by the accused, or any persons acting on his behalf.
 - (iii) Should the Complaints Screening Committee, the Chairperson of ICC, or the Enquiry Committee be convinced of the truth of such allegations, the Chairperson of ICC and/or the Chief Enquiry Officer may summon the accused in person and issue a verbal and written warning that such behaviour may lead to an adverse inference being drawn against him. The Enquiry Committee of ICC shall retain the right to close the enquiry proceedings, and to give an ex parte decision on the complaint.
 - (iv) The Enquiry Committee and ICC shall consider all violations of the restraint order while determining the nature of offence of an accused found guilty of sexual harassment.

XXI. FORMAL ENQUIRY²¹

Once the Complaints Screening Committee has decided that the complaint merits further investigation, ICC shall conduct formal enquiry and provide its resources to ensure the complainant's safety on the campus during this period. For this purpose, the Chairperson of ICC shall convene an Emergency meeting to constitute the Enquiry Committee. ICC shall designate from within the members of such committee the Chief Enquiry Officer who shall be a woman faculty member of Kurukshetra University, Kurukshetra.

(A) Constitution of Enquiry Committee

The constitution of the Enquiry Committee shall conform to the guidelines indicated below:-

²¹ The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Section 5

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- (a) **The Enquiry Committee shall consist of not less than three persons and not more than five persons, including one third party.**
- (b) It shall have at least 50% women.
- (c) It shall include at least one third party, i.e. the NGO representative or an eminent woman academic.
- (d) It shall include the constituency of the complainant and the accused (i.e. if the complaint is filed by a student against an academic staff member, then the Enquiry Committee shall include one student and one academic staff member).
- (e) No person who is a complainant, witness or an accused in the complaint at hand shall be part of an Enquiry Committee into a complaint.
- (f) The constitution of an Enquiry Committee shall not be changed or in any other way modified during its proceedings, save for the provisions in Clause XI to XIV.
- (g) Members of ICC who are representatives of unions/associations of which the complainant and/or the accused are also members, shall not be eligible to serve on an Enquiry Committee.
- (h) ICC may, at its own direction co-opt any person(s) with demonstrable sensitivity to gender issues to be a part of an Enquiry Committee, provided that the majority of members are the members of ICC. Such a person shall also not serve as the Chief Enquiry Officer.

(B) Functions of the Enquiry Committee

- (a) The Enquiry Committee shall enquire into the complaints of sexual harassment using procedures in conformity with the principles of natural justice to the extent permitted by the need to observe gender sensitivity. In arriving at a decision, the Committee shall take cognizance of all aspects of the incident, including the time, place and the context of the alleged incident of sexual harassment.

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(b) The Enquiry Committee shall act on any violation of the order of restraint issued to the accused in accordance with the procedure outlined in Clause XX (D).

(c) The Enquiry Committee shall submit a detailed report to ICC within 90 days in which it shall communicate its findings based on its investigations.

(d) The ICC in its meeting should pronounce:

(i) Whether the accused is guilty or not-guilty;

(ii) If found guilty, the Committee shall indicate whether it considers the offence to be:

a major offence;

Or a serious offence;

Or a minor offence.

An intermediate category, i.e. 'serious offence', has been introduced since there may be cases which are more serious than minor ones but not of such a character as to be called major sexual offences which would include aberrations leading to murder, rape, physical assault/injury etc.

(C) Procedure to be Followed by the Enquiry Committee

(a) The Enquiry Committee shall strive to complete the enquiry in the shortest possible time, not exceeding three months from the date that a complaint is referred to it, except for reasons that the Enquiry Committee shall provide in writing.

(b) The Enquiry Committee shall provide reasonable opportunity to the complainant and the accused for presenting and defending her/his case.

(c) The Enquiry Committee may call any person to appear as a witness if it is of the opinion that it shall be in the interest of justice.

(d) The Enquiry Committee shall have the power to summon any official papers or documents pertaining to the complainant as well as to the accused.

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- (e) The Enquiry Committee may consider as relevant any earlier complaints against the accused. 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.
- (f) The Enquiry Committee shall have the right to summon, as many times as required, the accused, complainant and/or any witnesses for the purpose of supplementary testimony and/or clarifications.
- (g) The Enquiry Committee shall have the right to terminate the enquiry proceedings and to give an ex parte decision²² on the complaint, should the accused fail, without valid ground, to present himself for three consecutive hearings convened by the Chief Enquiry Officer.
- (h) The Chief Enquiry Officer shall be responsible to make the accused and the victim aware that counseling services can be made available if so desired.
- (i) Within ten days of the institution of enquiry proceedings by ICC; the Enquiry Committee shall prepare a chargesheet containing specific charges and shall hand over the same to the complainant as well as to the accused, on Form III prescribed for the purpose (Schedule-II). It shall also intimate the accused and the complainant the contact details of all members of the Enquiry Committee.
- (j) On receipt of the first intimation of the enquiry, and not more than two days after such date, the complainant or the accused may make a written request to ICC to be informed of her/his rights. In such an event, the Chief Enquiry Officer shall convene a meeting of the Enquiry Committee specifically for this purpose.
- (k) Within not more than two working days on the receipt of the first intimation of the enquiry, the complainant and the accused shall submit to the Chief Enquiry Officer, in writing, a list of witnesses, together with their contact details, that she/he desires the Enquiry Committee to examine.

²² In accordance with the procedure laid down by the Central Vigilance Commission for domestic enquiries.

(l) The Chief Enquiry Officer shall convene the first hearing of the enquiry. The accused, 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.

(m) On receipt of the first intimation of the enquiry, and not more than two working days after such date, the complainant and/or the accused shall inform the Chief Enquiry Officer whether they shall wish to exercise the rights accorded in (o) –(q) below.

(n) If the complainant, accused, or witness desires to appear before the Enquiry Committee accompanied by one person of their choice, they shall communicate to the Chief Enquiry Officer the name of that person. Such a person shall have only observer status and her/his presence during the proceedings shall be restricted to the testimony of the individual she/he is accompanying. Any such person nominated as observer by the complainant and/or the accused on her/his behalf shall be (only) either a student, or a member of the academic or non-teaching staff of Kurukshetra University or a close family member. No person who has been found guilty of sexual harassment shall be accepted as a nominee.

(o) The responsibility of ensuring the attendance of the nominee shall rest upon the complainant/accused and no hearing or proceedings of the Enquiry Committee shall be adjourned or postponed due to the inability of the nominee to be present at the said hearing. Should the complainant/accused wish to be present himself/herself at the aforesaid proceedings (with valid ground), and at the same time not wish to nominate an observer, the complainant/accused shall inform the Enquiry Committee of the same at least twenty-four hours in advance, so that the aforesaid proceedings may be postponed for a period not exceeding three days.

(p) The complainant and the accused shall retain the right of cross-examination of all witnesses. The Chief Enquiry Officer shall inform the accused/complainant of the date, time and venue of such cross examination. The accused/ complainant shall submit to the Chief Enquiry

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Officer, a written list of questions that she/he desires to pose to the witness.

The Enquiry Committee shall retain the right to disallow any questions that it has reason to believe to be irrelevant, mischievous, or gender-insensitive.

Any behaviour, verbal or otherwise, on the part of the accused or his nominee, that is designed to intimidate or subject the complainant or her witness to mental and physical trauma, shall be construed as a violation of the order of restraint issued by ICC as defined in Clause XX(D)²³.

(q) The complainant and the accused shall be responsible for presenting their witnesses before the Enquiry Committee. However, if the Enquiry Committee is convinced that the absence of either of the parties to the dispute is on valid grounds, the Enquiry Committee shall adjourn that particular meeting of the Committee for a period not exceeding five days. The meeting so adjourned shall be conducted thereafter, even if the person concerned fails to appear for the said adjourned meeting without prior intimation/valid ground.

(r) All proceedings of the Enquiry Committee shall be recorded in writing and the same together with the statement of witnesses shall be endorsed by the persons concerned in token of authenticity thereof.

(s) All persons heard by the Enquiry Committee, as well as observers, shall take and observe an oath of secrecy about the proceedings. Any violation of the oath of secrecy may invite the penalties outlines in Clause XXIV.

(D) Sequential Appearance of the Complainant and the Accused

(i) Face to face encounter of the victim and the accused shall not take place;

²³ This provision is solely in the interest of gender-sensitivity. As the Central Vigilance Commission observes in its manual, a domestic inquiry is not a court of law, and it is the duty of the Inquiry Officer to protect witnesses from harassment: "The Enquiry Officer may also disallow questions if the cross-examination is of inordinate length or oppressive or if a question is irrelevant. It is the duty of the Enquiry Officer to see that the witness understands the question properly before giving an answer and of protecting him against any unfair treatment." (Ch. 11, Para 10.4)

In its interpretation of the Act, ICC believes that it is duty bound to ensure that the enquiry procedure itself does not risk the health and safety of the complainant and/or his/her witnesses. Such risks may well be inflicted on the posting of a gender-insensitive question, and precisely because a domestic enquiry is not a judicial proceeding, ICC is entitled to bring into effect procedures that shall serve to minimize the risk. ICC's provisions in this regard derive from the spirit of the Supreme Court's observations in the Apparel Judgment, where it has expressed displeasure at the harassment the complainant was subjected to during cross-examination by the accused.

- (ii) Once the Enquiry Committee has held a meeting to listen to the complaint, the allegations made by the complainant shall be passed on to the accused at a separate meeting held to consider the version of the incident which the accused has to present. The oral deposition of the complainant should be accompanied by a written version of the incident as perceived by the complainant. If the accused does not agree with the allegations made by the complainant or the complainant's version of the incident communicated to him by the Enquiry Committee, the accused should be given the opportunity to refute before the Enquiry Committee the points made by the complainant. The refutation, in turn, could be passed on to the complainant for her comments.
- (iii) In this way, while face-to-face encounter between the complainant and the accused can be avoided, cross-examination is not eliminated. It is permitted but through a written exchange of allegations and rebuttals, in the light of which the Enquiry Committee should form its own opinion based on this exchange as also other evidence and witnesses statements.

XXII. INQUIRY INTO COMPLAINT²⁴

- (i) Provided further that where both the parties are employees, the parties shall, during the course of inquiry, be given an opportunity of being heard and a copy of the findings shall be made available to both the parties enabling them to make representation against the findings before the Committee.
- (ii) For the purpose of making an inquiry, the ICC shall have the same powers as are vested in a civil court under the Code of Civil Procedure, 1908 when trying a suit in respect of the following matters, namely:-
- (a) summoning and enforcing the attendance of any person and examining him on oath;
- (b) requiring the discovery and production of documents; and

²⁴ The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Section 11, 12 and 13

(c) any other matter which may be prescribed.

The inquiry under sub-section XXI C (a) shall be completed within a period of ninety days.

(iii) During the pendency of an inquiry, on a written request made by the aggrieved woman, the ICC may recommend to the employer to

(a) transfer the aggrieved woman or the respondent to any other workplace; or

(b) grant leave to the aggrieved woman up to a period of three months; or

(c) grant such other relief to the aggrieved woman as may be prescribed.

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

(iv) On the completion of an inquiry, the ICC shall provide a report of its findings to the employer within a period of ten days from the date of completion of the inquiry.

(v) Where the ICC arrives at the conclusion that the allegation against the respondent has been proved, it shall recommend to the employer:

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

(b) to deduct, notwithstanding anything in the service rules applicable to the respondent, from the salary or wages of the respondent such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs.

Provided that in case the employer is unable to make such deduction from the salary of the respondent due to his being absent from duty

or cessation of employment, it may direct the respondent to pay such sum to the aggrieved woman.

- (vi) Notwithstanding anything contained in the Right to Information Act, 2005, the contents of the complaint made under section XX (B), the identity and addresses of the aggrieved woman, respondent and witnesses, any information relating to conciliation and inquiry proceedings, recommendations of the ICC and the action taken by the employer shall not be published, communicated or made known to the public, press and media in any manner.

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

- (vii) (a) Any person aggrieved by the recommendations or non-implementation of such recommendations may prefer an appeal to the court or tribunal in accordance with the provisions of the service rules applicable to the said person or where no such service rules applicable to the said person or where no such service rules exist then, without prejudice to provisions contained in any other law for the time being in force, the person aggrieved may prefer an appeal in such manner as may be prescribed.

- (b) The appeal shall be preferred within a period of ninety days of the recommendations.

XXIII. REDRESSIVE ACTION

After this stage, ICC shall pass on the findings of the Enquiry Committee to the Vice-Chancellor not later than 10 days of submission of Inquiry Report to ICC for taking appropriate redressive action based on the facts submitted by ICC. The nature of disciplinary action shall be determined by the appropriate authorities. In case of faculty member and employees whose appointing authority is Executive Council, the appropriate

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authority for final decision regarding disciplinary action shall be the Executive Council, which shall consider the recommendations of the Vice-Chancellor. In case of students and other employees the Vice-Chancellor shall be the final decision taking authority.

XXIV. PENALTIES

Any student, service provider, resident, outsider, or a member of the academic or non-teaching staff found guilty of sexual harassment shall be liable for disciplinary action. Although the award of penalty in specific cases is outside the scope of ICC, the range and type of possible penalties from which the University authorities may pick up the one suitable for individual cases is given below in a hierarchical sequence for all five categories of persons, namely:

- (1) Academic Faculty*
- (2) Non-teaching staff*
- (3) Students
- (4) Outsiders
- (5) Service Provider

The penalties listed below, although fairly exhaustive, are only an indicative guide and shall not constrain the University authorities from considering some other penalty to suit the specific of individual cases. The penalties listed below are in a rising order of severity.

*The penalties and their classification have been determined by consulting the service conditions, the past practices in awarding penalties in Kurukshetra University, and the norms of conduct expected from the constituents of the campus community. Kurukshetra University Calendar Volume-III, (Chapter-6,7,8) pg. 291, Appendix-III

(1) Penalties in Case of Faculty:

- (a) Warning, reprimand, or censure.
- (b) Withholding of one or more increments for a period not exceeding one year.
- (c) Removal from an administrative position at the Centre, School and/or University level.

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- (d) Disbarment from holding an administrative position at the Centre, School and/or University levels.
- (e) Suspension from service for a limited period.
- (f) Compulsory retirement.
- (g) Dismissal from service.

Further, the penalty awarded shall be recorded in his Confidential Record.

(2) Penalties in case of Non-teaching Staff:

- (a) Warning, reprimand, or censure
- (b) Transfer
- (c) Withholding of one or more increments for a period not exceeding one year.
- (d) Suspension from service for a limited period.
- (e) Compulsory retirement.
- (f) Dismissal from service.

Further the penalty awarded shall be recorded in his Confidential record.

(3) Penalties in case of Kurukshetra University Students:

- (a) Warning or reprimand.
- (b) Transfer to another hostel.
- (c) Withholding of hostel accommodation for a period up to one semester.
- (d) Withdrawal of the right to an official character certificate from Kurukshetra University.
- (e) Withdrawal of hostel accommodation for the entire period of study.
- (f) Rustication from the University for a period up to two semesters/one academic year.
- (g) Expulsion from the University, and/or a bar on appearing for the entrance examination/interview to any programme of study offered by Kurukshetra University.

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- (h) Withholding of a degree awarded by Kurukshetra University.

Further, the penalty awarded shall be recorded in his Personal File.

(4) Penalties in case of Outsider Students:

- (a) Warning, reprimand, or censure.
- (b) A letter communicating his misconduct to his place of education, employment or residence.
- (c) Declaration of the campus as out of bounds for him, and/or a bar on appearing for the entrance examination/interview to any programme of study offered by Kurukshetra University.
- (d) Any other action as may be necessary.

(5) Penalties in case of Service Providers

- (a) Warning, reprimand, or censure.
- (b) A letter communicating his misconduct to his place of employment.
- (c) Declaration of the campus as out of bounds for him.
- (d) Withdrawal of the right to run/manage/work in any commercial enterprise, or to provide services, on the campus.
- (e) Any other action as may be necessary.

In addition to the penalties specified under (1) to (5) above, the person may be advised to undergo counseling and gender sensitization, and to give a written and/or public apology to the victim.

(6) Penalty in Case of a Second Offence

In case of a person committing a sexual offence for the second time, the penalty shall normally be stiffer than on the first occasion. But the stiffness of penalty on the second occasion shall also be in relation to the gravity of the second offence.

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XXV. CONFIDENTIALITY AND THE CHANNELS OF COMMUNICATION BETWEEN THE UNIVERSITY AND ICC

ICC strongly underlines the need for maintaining confidentiality regarding proceedings involving sexual harassment. It is the duty of all involved in the processes of ICC to abide by this dictum in all earnestness. The requirement of evolving effective ways to maintain maximum possible confidentiality needs to be stressed here.

While emphasizing the need for maintaining maximum confidentiality, it needs to be borne in mind that for the smooth functioning of the mechanisms for restraining sexual harassment on the campus, there has to be complete rapport between ICC and the Vice-Chancellor.

In pursuit of the objective of curbing sexual harassment and for undertaking expeditious redressive action, the Vice-Chancellor should be kept informed at the important stages in the functioning of ICC whenever a case of sexual harassment should take place. When required the Chairperson, ICC accompanied by one or two members of ICC should inform the Vice-Chancellor about serious complaints of Sexual Harassment on the campus.

The important stages/occasions at which such consultation/communication should take place are:

- (a) When a complaint is lodged and there is prima facie evidence that the complaint is not a frivolous one, or even if no complaint is lodged but an event involving sexual harassment comes to the notice of ICC.
- (b) When a case is referred to the Enquiry Committee.
- (c) When the Enquiry Committee submits its verdict to the ICC.
- (d) If a complaint is also filed simultaneously with the notice or lodged in a Civil Court within the knowledge of ICC, this should be brought to the attention of the Vice-Chancellor.
- (e) If an event involving sexually deviant behaviour takes place in a hostel or elsewhere on the campus within the knowledge of ICC, the Vice-Chancellor should be informed about it even if no formal complaint is lodged.

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The relevant information at the above mentioned stages should be passed on to the Vice-Chancellor not simply through oral consultation/ communication process but in writing as well since documentary evidence can become important if some case ultimately results in recourse to legal redressal. One, however, hopes that such situations would normally not arise.

XXVI. OTHERS MATTERS CONCERNING MODUS OPERANDI OF ICC

(A) False Complaint:

- (i) If the Complaint Screening Committee or the Enquiry Committee finds no merit in the complaint, it shall write to the Chairperson of ICC giving reasons for its conclusions.
- (ii) Within four working days of the receipt of this communication, the Chairperson of ICC shall call a Special Meeting to discuss the recommendations of the Complaints Screening Committee or Enquiry Committee, and to decide whether a show-cause notice shall be issued to the complainant.
- (iii) Upon the decision to issue a show-cause notice, the Chairperson of ICC shall issue it to the complainant. The show-cause notice shall cite the bases of the Committee's conclusions and require the complainant to explain, within seven days in writing and/or in person, as to why disciplinary action shall not be taken against him.
- (iv) Within four working days of receipt of any explanation from the complainant to this show-cause notice, or after the expiry of the time specified for such explanation, the Chairperson of ICC shall convene a Special Meeting to consider the explanation or any lack thereof.
- (v) In event of no, insufficient, or unconvincing explanation, ICC shall pass on the papers concerning the complaint to the University Authority who shall impose sufficiently strong penalty in order to exclude the possibility of lodging a motivated complaint for maligning some person's character.

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(B) Protection Against Victimization²⁵

- (j) If the complainant is a student and the accused is a teacher, during the pendency of the investigation and enquiry, and even after such an enquiry if the teacher is found guilty, the accused shall not supervise any academic activity of the student, including but not limited to, evaluation and examination, re-examination, and supervision of research.
- (ii) If a witness named by the complainant is a student and the accused is a teacher, during the pendency of the investigation and enquiry, and even after such an enquiry if the teacher is found guilty, the accused shall not supervise any academic activity of the student, including but not limited to, evaluation and examination, re-examination, and supervision of research.
- (iii) If both the complainant and the accused are members of the academic and/or non-teaching staff of the University, during the pendency of the investigation and enquiry, and even after such an enquiry if the accused is found guilty, the accused shall not write the Confidential Reports of the complainant, he is otherwise so authorized.
- (iv) If witnesses named by the complainant and the accused are members of the academic and/or non-teaching staff of the University, during the pendency of the investigation and enquiry, and even after such an enquiry if the accused is found guilty, the accused shall not write the confidential reports of the witnesses, if he is otherwise so authorized.
- (v) If the accused is an outsider, during the pendency of the investigation and enquiry, and even after such an enquiry if the accused is found guilty, the accused shall not be allowed to enter the campus, except for the purpose of attending the present enquiry.
- (vi) If the accused is a resident/service provider, during the pendency of the investigation and enquiry, and even after such an enquiry if the accused is found guilty, the order of restraint issue in accordance with the procedures in Clause XX (D) shall be in force at all times.

²⁵ The Vishaka Judgment: "In particular, (the employee) should ensure that victims, or witnesses are not victimized or discriminated against while dealing with complaint of sexual harassment."

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(C) Provisions for Appeal²⁶

- (i) In the event of the ICC not taking action on a complaint, or if the complainant or accused is dissatisfied with the disciplinary action taken by the University authorities, he shall have the right to appeal to an Appeals Committee.
- (ii) Appeals may be lodged with the University authorities.
- (iii) An Appeals Committee shall consist of the following 3 members:
 - (a) One person nominated by the Executive Council of Kurukshetra University from amongst its members.
 - (b) One former Chairperson of ICC or any former senior woman member of ICC nominated by the Vice-Chancellor. The nominee shall chair the Appeals Committee.
 - (c) One woman faculty member of the Women Studies Centre, Kurukshetra University, or any other senior woman faculty member nominated by the Vice-Chancellor.
 - (d) Further, since the above two categories shall be woman members, the member to be nominated by the Executive Council must be a male member of the Executive Council.
- (iii) The Appeals Committee shall have all the powers and duties of an Appellate Body. It shall consider the appeal, with the appellant deposing in person. It shall have the power to summon any person as witness as well as any official records. On the basis of all the records before it, including the deposition of the appellant, if it is satisfied that the matter needs to be further enquired into, it shall conduct an enquiry in accordance with the guidelines laid down in the Rules and Procedures.
- (iv) The Appeals Committee shall report to the Executive Council of Kurukshetra University its findings and recommendations on the nature of the action to be taken on the appeal.

(D) General Service Rules:

²⁶ The Appeals Committee shall have to frame its own Rules & Procedures.

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- Kurukshetra University Calendar, Volume-iii, (Chapter-6,7,8), Terms and Conditions of Service.

- Similarly, in case of students, the Brochure/Handbook provided to them at the time of admission should contain a reference to the existence of a framework of rules in Kurukshetra University for curbing sexual harassment.

(E) Special Provision for Physically Challenged Persons:

In case a physically challenged person happens to be a victim of sexual harassment, the procedure for providing succor to the person concerned would be more expeditious. In such cases, the victim may directly approach the Vice-Chancellor. Depending upon gravity of the incident involved, the Vice-Chancellor, in consultation with Chairperson of ICC, may take necessary action to reduce the steps involved in the complaints and enquiry procedure as laid down in the Rules and Procedures document.

(F) Obligations of University Authorities and functionaries:

- (i) The University authorities and functionaries shall accord full cooperation to ICC in its execution of its functions of gender sensitization and orientation, crisis management and mediation, and enquiry and formal redressal of complaints.
- (ii) The University authorities shall ensure that the aims and objections of the ICC Policy are included in the Admission Brochure and the complete Policy document is available on the University website.
- (iii) The University authorities shall ensure that recruitment announcement to all academic and non-teaching positions include the following statement, as notification of the Policy: Kuruksetra University, Kurukshetra has a Policy against sexual harassment and is committed to providing an environment free from gender discrimination and harassment.
- (iv) In order to ensure the permanent placement of the Policy, the University authorities and functionaries shall arrange for several copies to be placed before boards for display in prominent places, such as the entrances to the campus, academic and administration buildings, hostels etc.

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- (v) The University authorities and functionaries shall provide legal, medical and counseling assistance to those victims who have to take recourse to the law.
- (vi) The University authorities and functionaries shall forward all complaints of sexual harassment to ICC, save in cases in which the complainant has expressly prohibited such forwarding.
- (vii) The University authorities and functionaries shall provide all necessary assistance for ensuring full, effective and speedy implementation of these Rules and Procedures.
- (viii) As required by the Act, the University authorities shall forward to the government department concerned, the Annual Report of ICC together with a written report of the Action Taken by them upon the decisions/recommendations of the ICC and the Appeals Committee.

(G) Dissident Views:

If a member of ICC does not agree with a majority decision of ICC, she/he should have the right to submit a dissenting point of view along with reasons/evidence etc.

XXVII. AMENDMENT TO THE POLICY OF ICC

Amendment to the Policy of ICC shall have effect only if these are in consonance with the spirit of the Sexual Harassment of Women at Workplace (Prevention, Prohibited, Redressal) Act, 2013 and is approved by a Committee constituted by the Executive Council of the University.

XXVIII. MISCELLANEOUS

The provisions of these Rules and Procedures shall be duly incorporated within any other Statute, Circular or Ordinance of the University as may be relevant, in keeping with the Act.

- (i) The proceedings under these Rules and Procedures shall not, in any way, be affected by any other proceedings against the accused preferred by the complainant under any other provision of civil or criminal law, except to the extent specifically ordered by a court of law.

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

XXIX. Right to Information²⁷

Notwithstanding anything contained in the Right to Information Act, 2005, the contents of the complaint made under section XX, the identity and addresses of the aggrieved woman, respondent and witness, any information relating to conciliation and inquiry proceedings, recommendations of the ICC and the action taken by the Vice-Chancellor under the provisions of this Act shall not be published, communicated or made known to the public, press and media in any manner.

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

Where any person entrusted with the duty to handle or deal with the complaint, inquiry or any recommendations or action to be taken under the provisions of this Act, contravenes the provisions of section XXIX, he shall be liable for penalty in accordance with the provisions of the service rules applicable to the said person or where no such service rules exist, in such manner as may be prescribed.

XXX. Budget

- The University shall provide adequate office space including all facilities like secretarial help, computer/printer, stationery and photocopying facilities etc. for the functioning of the ICC.
- The University Budget shall provide a sum of Rs. 5 Lakhs per year to the ICC for TA/DA, Honorarium, Hospitality, Stationery, organizing awareness and sensitization programmes and other related activities including posters, brochures, handbills, display boards etc.

²⁷ The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Section 16 & 17

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- TA/DA for outstation members for attending the meetings shall be provided as per university rules. An honorarium of Rs. 2000/- per head per day shall be given as sitting fees to the outstation members for attending the meeting of ICC, Screening Committee and Inquiry Committee. (If more than one meeting of ICC is held on one day i.e. ICC meeting and Inquiry Committee meeting only Rs. 2000/- per day will be paid to the outstation members.)

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Dayanand Mahila Mahavidyalaya, Kurukshetra

Committee List 2021-22

Date: - 25.10.2021

All the Staff Members are requested to note down their duties in various Committees.

<p>1. <u>Arya Yuvti Parishad</u> Dr. Suman Rajan Dr. Manjeet Kaur Dr. Reerja Dr. Shalu Dr. Rukmesh Ms. Sobiya Ms. Geetu Ms. Sukriti</p>	<p>5. <u>Proctorial Board</u> Mrs. Minakshi Thakral - Chief Tutor Mrs. Sapna Malik (Tutorial Incharge, Commerce) Mrs. Urmila Singh (Tutorial Incharge, Convener Discipline Committee) Mrs. Asha Malik (Tutorial Incharge) Dr. Anu Chauhan Mrs. Sudha Sethi Dr. Geetanjali Ms. Neetu Mrs. Kiran</p>
<p>2. <u>Women Cell</u> Dr. Manjeet Kaur Dr. Neha Ms. Komalpreet Ms. Pratiksha Ms. Ashmita</p>	<p>6. <u>Examination Committee</u> Dr. Anu Chauhan Dr. Himani Mrs. Prabhjot Kaur Ms. Vinita Mrs. Sudha Sethi Mrs. Asha Malik Ms. Sheena Mrs. Bhavana Mrs. Shilpa Mrs. Pooja Ms. Neetu Ms. Sukriti</p>
<p>3. <u>Youth Welfare Committee</u> Dr. Suman Rajan Dr. Arti Aggarwal Dr. Seema Dr. Ritu Dr. Shalu Mrs. Veenu Madan Mrs. Bhavana Mrs. Shilpa Ms. Geetu Saini Ms. Sobiya Ms. Deepika Mrs. Rajwant</p>	<p>7. <u>Environment Society</u> Mrs. Asha Malik Ms. Tanu Bura Mrs. Suman Ms. Garima (Com.) Ms. Reena (Commerce)</p>
<p>4. <u>Youth Red Cross Society</u> Dr. Seema Singh Dr. Shweta Saini Ms. Jyoti Ms. Tanu Bura Ms. Pratiksha</p>	

Attended to by this copy

Principal

CO-ORDINATOR
 DAYANAND MAHILA MAHAVIDYALAYA
 KURUKSHETRA

8. Carer Guidance and Placement Cell

Mrs. Anju Chawla
Mrs. Urmila Singh
Dr. Geetanjali
Ms. Sheena
Mrs. Suman
Mrs. Monika
Mrs. Pooja
Ms. Mahak Rojra
Ms. Garima (Math)
Ms. Manisha (BTM)

13. Sports Committee

Dr. Anu Chauhan
Dr. Suman Rajan
Dr. Neha
Dr. Arti Aggarwal
Ms. Manisha (Commerce)
Ms. Mahak Rojra
Ms. Garima (Math)
Ms. Parveen

9. Add-on-Course

Mrs. Urmila Singh (Counselling & Psychotherapy)
Dr. Shweta Saini (Fashion Designing)
Mrs. Sudha Sethi (Secretarial Practice)

14. Library Committee

Dr. Pooja Sharma (Librarian)
Head of Department (all subjects)

10. Editorial Board

Mrs. Minakshi Thakral - Chief Editor
Dr. Suman Rajan - Sanskrit Section
Dr. Manjeet Kaur - Hindi Section
Dr. Deepa - English Section
Dr. Sonia - Punjabi Section
Dr. Himani - Commerce & Planning Forum
Mrs. Asha Malik - Science Section
Dr. Reeja - Photo Section

15. Scholarship & Fee Concession Committee

Dr. Upasana Ahuja (Nodal Officer)
Mrs. Prabhjot
Ms. Vinita
Ms. Manisha (Commerce)
Ms. Garima (Math)
Ms. Neetu

11. NSS Committee & Red Ribbon Club

Dr. Deepa (Programme Officer)
Dr. Sonia (Programme Officer)
Dr. Arti Aggarwal
Dr. Rukmesh
Mrs. Saroj Bala
Ms. Garima (Com.)
Ms. Jyoti
Ms. Yajugarnia

16. Advisory Committee of National Service Scheme and Red Ribbon Club

Dr. Deepa
Dr. Sonia
Dr. Suman Rajan
Dr. Neha Saini
Dr. Seema Singh
Dr. Shweta Saini
Dr. Himani

12. NCC Committee

Mrs. Sudha Sethi
Dr. Reeja
Ms. Sheena
Mrs. Saroj Bala

17. Website Updation & Aadhar Patrika

Mrs. Anju Chawla
Dr. Urmila Panigrahi
Dr. Suman Rajan
Ms. Vinita

18. Grievances Redressal Committee
 Mrs. Sapna Arora
 Mrs. Minakshi Thakral
 Mrs. Urmila Singh
 Mrs. Asha Malik

23. Legal Literacy Cell
 Mrs. Sapna Arora
 Dr. Urmila Panghal
 Mrs. Saroj Bala
 Dr. Rukmesh
 Ms. Sobiya
 Ms. Parveen

19. AISHE Project & EDUSAT
 Dr. Urmila Panghal (Nodal Officer)
 Dr. Ritu
 Ms. Vinita
 Ms. Pooja

24. Passport Committee
 Mrs. Prabhjot
 Ms. Tanu Bura
 Ms. Pooja
 Ms. Deepika

20. Cleanliness and Maintenance Committee
 Dr. Arti Aggarwal
 Dr. Ritu
 Dr. Rukmesh
 Mrs. Saroj Bala
 Ms. Rimpi

25. SVEEP & Electoral Literacy Club
 Dr. Himani
 Mrs. Saroj Bala
 Ms. Komalpreet
 Mrs. Alka

21. RUSA Committee
 Mrs. Sapna Malik
 Dr. Anu Chauhan
 Dr. Shweta Saini
 Dr. Manjeet Kaur
 Mrs. Monika
 Ms. Yajugarima

26. Purchase Committee
 Dr. Urmila Panghal
 Dr. Anu Chauhan
 Dr. Shweta Saini
 Dr. Shalu
 Mrs. Sudha Sethi
 Mrs. Asha Malik

22. IQAC
 Mrs. Anju Chawla (Co-ordinator)
 Dr. Upasana Ahuja (Co-coordinator)
 Mrs. Minakshi Thakral
 Dr. Urmila Panghal
 Dr. Suman Rajan
 Mrs. Sapna (Bursar)
 Dr. Anu Chauhan
 Dr. Seema Singh
 Dr. Himani
 Mrs. Prabhjot
 Mrs. Asha Malik
 Mrs. Bhavana

27. Time Table Committee
Arts
 Dr. Urmila Panghal
 Dr. Suman Rajan
 Dr. Seema Singh
Commerce and BTM
 Mrs. Minakshi Thakral
 Mrs. Sapna Malik
 Mrs. Veenu
Science
 Mrs. Asha Malik
 Mrs. Bhavana

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<p>28. <u>Internal Complaints Committee (Prevention of Sexual Harassment at workplace)</u></p> <p>Mrs. Minakshi Thakral Dr. Manjeet Kaur Dr. Anu Chauhan Dr. Suman Rajan Dr. Deepa</p>	<p>34. <u>Road Safety Club</u></p> <p>Dr. Neha Dr. Anu Chauhan Dr. Manjeet Kaur Dr. Reeja Mrs. Veenu Madan</p>
<p>29. <u>Anti Corruption Cell</u></p> <p>Mrs. Prabhjot Ms. Vinita Ms. Manisha (Commerce) Ms. Pratiksha</p>	<p>35. <u>Write Off Committee</u></p> <p>Dr. Urmila Panghal Dr. Anu Chauhan Dr. Pooja Sharma (Librarian) Mrs. Asha Malik</p>
<p>30. <u>Entrepreneurship Development Club</u></p> <p>Dr. Shweta Saini Mrs. Anju Chawla [Ex. Officio (Conv.) , Placement Cell] Dr. Neha Mrs. Veenu Madan Ms. Upasana Ms. Manisha (BTM) Ms. Ashmita Ms. Pooja (Computer)</p>	<p>36. <u>Book Bank Committee</u></p> <p>Mrs. Urmila Singh Mrs. Sapna Malik (Commerce & BTM) Dr. Geetanjali Mrs. Asha Malik Dr. Pooja Sharma (Librarian)</p>
<p>31. <u>Social Media Champion</u></p> <p>Dr. Anu Chauhan Dr. Seema Singh Mrs. Alka</p>	<p>37. <u>SC/ST/OBC Committee (Prevention of Caste Based Discrimination)</u></p> <p>Mrs. Urmila Singh Dr. Manjeet Kaur Mrs. Prabhjot Kaur</p>
<p>32. <u>Advisory Council</u></p> <p>Mrs. Minakshi Thakral Mrs. Urmila Singh Dr. Urmila Panghal Mrs. Anju Chawla Dr. Upasana Ahuja</p>	<p>38. <u>Alumni Coordination Committee</u></p> <p>Mrs. Minakshi Thakral Dr. Urmila Panghal Mrs. Sapna Malik Mrs. Asha Malik</p>
<p>33. <u>Anti Ragging Squad</u></p> <p>Dr. Urmila Panghal - Arts Mrs. Sapna Malik - Commerce & BTM Mrs. Asha Malik - Science</p>	<p>39. <u>Equal Opportunity Cell</u></p> <p>Dr. Urmila Panghal Dr. Upasana Ahuja Mr. Nitin (Non-teaching staff)</p>

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Contd.

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<p>40. <u>Internal Committee for the students with Disabilities</u> Mrs. Minakshi Thakral Mrs. Anju Chawla Dr. Upasana Ahuja Mr. Nitin (Non-teaching Staff)</p>	<p>44. <u>Construction Committee</u> Mrs. Anju Chawla Mrs. Sapna Malik Dr. Anu Chauhan Mr. Nitin (Non-teaching Staff)</p>
<p>41. <u>Alumni Association</u> Mrs. Minakshi Thakral Dr. Ritu Ms. Sheena Mrs. Monika Ms. Garima (Com.) Ms. Jyoti Ms. Reena Dr. Rukmesh Ms. Manisha Ms. Komalpreet Ms. Sobiya Ms. Tanu Bura Ms. Mahak Ms. Deepika Ms. Sukriti Ms. Garima (Math) Ms. Rimpi</p>	<p>45. <u>Value Added Courses</u> Mrs. Minakshi Thakral (1. Basic of Marketing) (2. Retail Management) Dr. Urmila Panghal (Stress Management) Dr. Suman Rajan (हितोपदेश में नैतिक मूल्य) Dr. Anu Chauhan (Yoga) Dr. Shweta Saini (Nutrition & Fitness) Mrs. Asha Malik & Mrs. Suman Rani (Science Around Us) Dr. Rukmesh (Indian National Movement) Mrs. Saroj (Indian Constitution)</p>
<p>42. <u>Code of Conduct Monitoring Committee</u> Mrs. Anju Chawla Dr. Upasana Ahuja Dr. Suman Rajan</p>	<p>46. <u>Canteen Committee</u> Dr. Reeba Mrs. Alka Ms. Upasana</p>
<p>43. <u>Bursar</u> Mrs. Sapna Malik</p>	

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Kurukshetra

Anti-Ragging Clause

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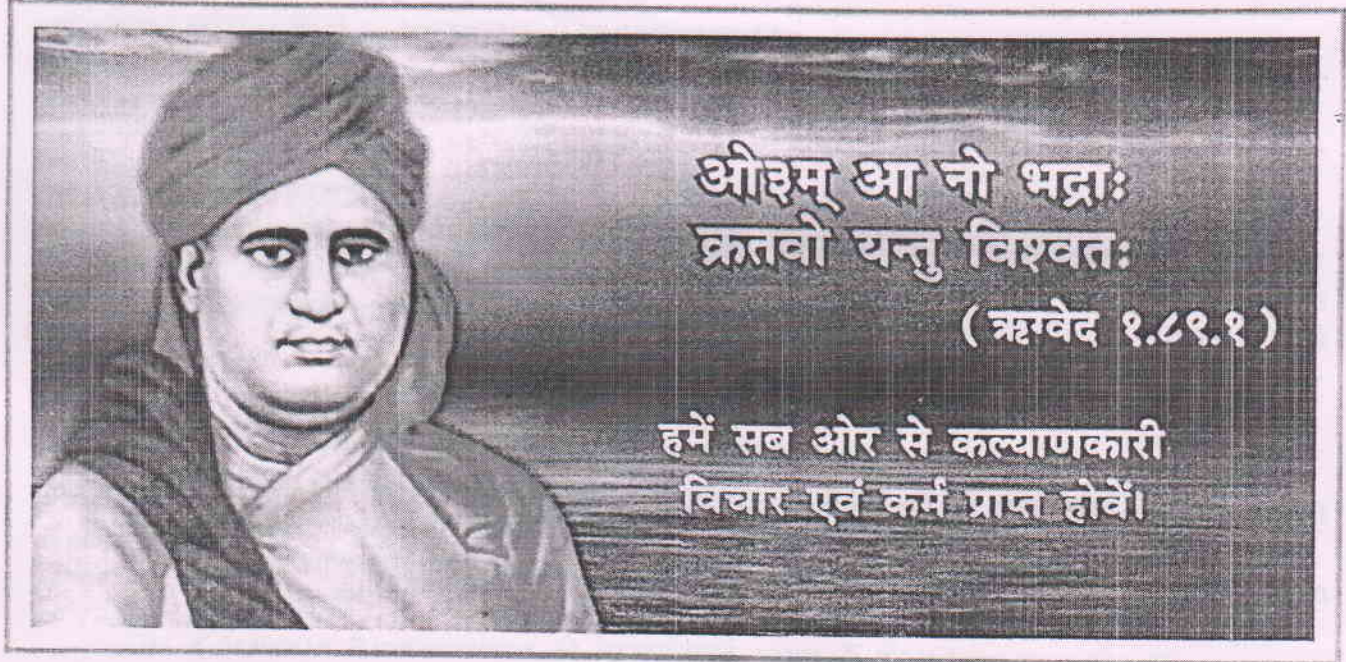
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स्थापित 1982

आधार पत्रिका

2021-22



दयानन्द महिला महाविद्यालय, कुरुक्षेत्र

Principal

दूरभाष : 01744-270981, 251981

IQAC

आंतरिक मूल्यांकन : (Internal Assessment)

Two Assignments

Assessment Test (Sessionals)

Attendance

Total

5 + 5 = 10 Marks

5 marks

5 marks

20 Marks

कॉलेज से नाम कटवाना :

कॉलेज से नाम कटवाने के लिए छात्रा को लिखित प्रार्थना पत्र देना होगा और उस प्रार्थना पत्र पर उसके पिता अथवा अभिभावक के हस्ताक्षर होने चाहिए। कॉलेज छोड़ने की अनुमति प्राप्त करने से पहले छात्रा को पुस्तकालय की पुस्तकें तथा कॉलेज की अन्य वस्तुएं वापिस करनी होगी।

रैगिंग सम्बन्धी निर्देश

महाविद्यालय में किसी भी रूप में रैगिंग पूर्णतया निषिद्ध है।

- * महाविद्यालय में रैगिंग-निषेध समिति बनाई गई है जो किसी भी छात्रा के किसी भी रूप में रैगिंग में संलिप्त पाए जाने पर निम्न कार्यवाही कर सकती है।
 - i) छात्रा को मिलने वाली छात्रवृत्ति व अन्य आर्थिक लाभ को रोका अथवा बन्द किया जा सकता है।
 - ii) Campus Placement से सम्बन्धित अवसरों से वंचित तथा महाविद्यालय की ओर से रोजगार सिफारिशों को रद्द किया जा सकता है।
 - iii) किसी भी परीक्षा या किसी भी प्रकार की मूल्यांकन प्रक्रिया में उपस्थित होने से वंचित किया जा सकता है।
 - iv) छात्रा का वार्षिक परिणाम रोका जा सकता है।
 - v) छात्रा को क्षेत्रीय, राष्ट्रीय, अन्तर्राष्ट्रीय सम्मेलन, टूर्नामेंट व युवा महोत्सव में महाविद्यालय का प्रतिनिधित्व करने से वंचित किया जा सकता है।
 - vi) प्रवेश निरस्त किया जा सकता है।
 - vii) महाविद्यालय से अधिकतम तीन वर्ष की अवधि के लिए निष्कासित किया जा सकता है।
 - viii) महाविद्यालय से निष्कासन की स्थिति में किसी अन्य शैक्षणिक संस्थान में अधिकतम तीन वर्ष की अवधि के लिए प्रवेश के लिए अयोग्य घोषित किया जा सकता है।
 - ix) उच्चतम न्यायालय के निर्देशानुसार अर्थदण्ड लगाया जा सकता है।
- * महाविद्यालय की रैगिंग निषेध समिति को छात्राएँ अपनी शिकायत दर्ज करवा सकती हैं।

**Notices for
No Ragging**

&

**Affidavit by students
for No-Ragging**

Dayanand Mahila Mahavidyalaya, Kurukshetra

Notice

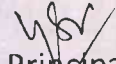
Date 01.02.2022


Ragging is any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender, (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Ragging is totally prohibited in the institution and any one found guilty of ragging and/or abetting ragging whether actively or being a part of conspiracy to promote ragging is liable to be punished in accordance with UGC regulations on curbing the menace of Ragging in Higher Educational Institutions, 2009 and The Haryana prohibition of Ragging in Educational Institution ordinance, 2012 as well as under the provisions of any penal law for the time being in force.

रंग, प्रजाति, धर्म, जाति, नृजातीयता, लिंग (ट्रांसजेंडर सहित), सेक्सुअल ओरिएंटेशन, भेष, राष्ट्रीयता, क्षेत्रीय मूल, भाषाई पहचान, जन्म स्थान, निवास स्थान या आर्थिक पृष्ठभूमि के आधार पर किसी छात्रा (नए या अन्यथा) पर लक्षित या शारीरिक या मानसिक शोषण (दादागीरी और बहिष्कार सहित) का कोई भी कृत्य रैगिंग है।

महाविद्यालय में रैगिंग पूर्णतः निषिद्ध है। किसी भी छात्रा को रैगिंग का दोषी पाए जाने पर या सक्रिय रूप में रैगिंग को बढ़ावा देने पर या रैगिंग को बढ़ावा देने के षडयंत्र का हिस्सा होने पर युनिवर्सिटी ग्रांट कमीशन के उच्चतर शिक्षण संस्थान रैगिंग निषेध नियमन, 2009, शैक्षणिक संस्थाओं में हरियाणा रैगिंग निषेध अध्यादेश, 2012 एवं लागू भारतीय दण्ड संहिता के तहत दण्ड दिया जाएगा।


Principal

 Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Anti Ragging Cell

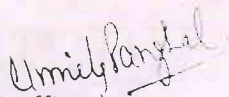
Dr. Urmila Panghal (Nodal Officer)

(9416484458)

Mrs. Sapna Arora (9034073911)

Mrs. Asha Malik (9996159179)

Attested to be true copy


Urmila Panghal
Coordinator
IQAC

Dayanand Mahila Mahavidyalaya

Dayanand Mahila Mahavidyalaya, Kurukshetra

Anti-Ragging Squad had been constituted under Anti-Ragging Cell comprising teacher-incharges and students representatives for the session 2021-22.

Arts

Teacher Incharge – Dr. Urmila Panghal - 9416484458

Name	Class	Roll No.	Phone No.
Nishtha	M.A. (F)	220209152012	9851170003
Pranjal	B.A. III	3148420205	9996008466
Sunaina	B.A. III	3148420082	9729898210

Commerce

Teacher Incharge – Mrs. Sapna Arora - 9034073911

Name	Class	Roll No.	Phone No.
Harpreet	M.Com. (F)	220209168031	7056280286
Sakshi	B.Com. III	3148520017	8053040984
Simran	B.Com. III	3148520075	8572044270

Science

Teacher Incharge - Mrs. Asha Malik - 9996159179

Name	Class	Roll No.	Phone No.
Tanvi	B.Sc. III (NM)	3148720006	8307222493
Payal	B.Sc. III (NM)	3148720020	9250146245
Jasleen	B.Sc. III (C.SC.)	3148820013	7082327313

Requested to be true copy

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Harvana)

Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

दयानन्द महिला महाविद्यालय, कुरुक्षेत्र प्रैस नोट

दिनांक 15.06.2022

दयानन्द महिला महाविद्यालय कुरुक्षेत्र में एंटी रैगिंग परिषद् व समान अवसर परिषद् की सयोजिका डॉ० उर्मिला पंधाल एवं सदस्याओं डॉ० उपासना, श्रीमती सपना अरोड़ा एवं श्रीमती आशा मलिक के निर्देशन में एंटी रैगिंग एवं सबको समान अवसर विषयों पर पोस्टर बनाओ प्रतियोगिता एवं स्लोगन लेखन प्रतियोगिता का आयोजन किया गया। जिसमें छात्राओं ने बढ़ चढ़ कर भाग लिया।

पोस्टर बनाओ प्रतियोगिता में पल्लवी (बी.कॉम. प्रथम) प्रथम स्थान पर रही और कशिश गाँधी (बी.कॉम. द्वितीय) द्वितीय स्थान, मेघा (बी.एस.सी. प्रथम) तृतीय स्थान पर रही एवं राशी (बी.ए. प्रथम) व पवनप्रीत (बी.एस.सी. द्वितीय) ने सांत्वना पुरस्कार प्राप्त किया।

स्लोगन प्रतियोगिता में आकृति (बी.ए. प्रथम) ने प्रथम स्थान प्राप्त किया तथा राधिका (बी.एस.सी. द्वितीय) द्वितीय स्थान एवं प्रिया (बी.कॉम. द्वितीय) तृतीय स्थान पर रहीं एवं सांत्वना पुरस्कार शिवांगी (बी.एस.सी. द्वितीय) ने प्राप्त किया। निर्णायक मण्डल की भूमिका डॉ० दीपा, डॉ० श्वेता तथा श्रीमती आशा मलिक ने निभाई। इस अवसर पर कार्यवाहक प्राचार्या श्रीमती उर्मिला सिंह ने विजेता छात्राओं को बधाई दी एवं कहा कि प्रत्यक्ष या परोक्ष रूप में रैगिंग में संलिप्त होना एक दण्डनीय अपराध है। इसलिए कोई भी छात्रा रैगिंग में संलिप्त न हो एवं परिसर को रैगिंग मुक्त बनाने में अपना सहयोग दें।

महाविद्यालय सभी को समान अवसर प्रदान करता है। आप सब भी लिंग, धर्म, जाति से ऊपर उठकर सभी को समान आदर व अवसर प्रदान करें। इस प्रकार के आयोजनों में बढ़-चढ़ कर भाग लें जिससे आपके व्यक्तित्व का चहुंमुखी विकास हो सके।

Seen
Ginghal

Urmila Singh

Assured to be true copy

Principal
Dayanand Mahavidyalaya
Kurukshetra (Haryana)

Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

अमर उजाला

16.06.2022

पल्लवी ने बनाया सबसे अच्छा पोस्टर



पोस्टर मेकिंग प्रतियोगिता में हिस्सा लेती छात्राएं। संवाद

कुरुक्षेत्र। दयानंद महिला महाविद्यालय में एंटी रैंगिंग परिषद की ओर से पोस्टर बनाओ व स्लोगन लेखन प्रतियोगिता का आयोजन किया गया। इसका विषय सबको समान अवसर रहा।

पोस्टर बनाओ प्रतियोगिता में पल्लवी (बीकॉम प्रथम) प्रथम, कशिश गांधी (बीकॉम द्वितीय) द्वितीय तथा मेघा (बीएससी प्रथम) तृतीय स्थान पर रहीं। वहीं राशी (बीए प्रथम) व पवनप्रीत (बीएससी द्वितीय) ने सांत्वना पुरस्कार प्राप्त किया। स्लोगन प्रतियोगिता में आकृति (बीए प्रथम) ने प्रथम, राधिका (बीएससी द्वितीय) द्वितीय स्थान और प्रिया (बीकॉम द्वितीय) तृतीय स्थान पर रहीं। संवाद

Attested

Convenor
IQAC

Dayanand Mahila Mahavidyalaya
Kurukshetra

Printed

पोस्टर बनाओ प्रतियोगिता में बीकाम की पल्लवी प्रथम

जागरण संवाददाता, कुरुक्षेत्र : दयानंद महिला महाविद्यालय में बुधवार को पोस्टर प्रतियोगिता और स्लोगन प्रतियोगिता आयोजित की गई है। पोस्टर बनाओ प्रतियोगिता में बीकाम प्रथम वर्ष की पल्लवी प्रथम स्थान पर रही है, जबकि बीकाम द्वितीय वर्ष की शोभा गांधी दूसरे, चौएससी प्रथम वर्ष की मेधा तीसरे स्थान पर रही है। इसी तरह बीए प्रथम वर्ष की राशी व बीएसए द्वितीय वर्ष की पचनप्रति ने सात्वना पुरस्कार हासिल किया है। स्लोगन प्रतियोगिता में बीए प्रथम वर्ष की आकृति ने पहला, बीएससी द्वितीय वर्ष की राधिका ने दूसरा और बीकाम द्वितीय वर्ष की प्रिया ने तीसरा स्थान हासिल किया है। शिवांगी को सात्वना पुरस्कार दिया गया है। प्रतियोगिता के निर्णायक मंडल की भूमिका में डा. दीपा, डा. श्वेता व आशा मलिक शामिल रही।



दयानंद महिला महाविद्यालय में आयोजित पोस्टर बनाओ प्रतियोगिता में हिस्सा लेती छात्राएं।

रेगिंग में संलिप्त होना दंडनीय अपराध : डा. उर्मिला

महाविद्यालय की समान अवसर परिषद की सयोजिका डा. उर्मिला पघाल ने बताया कि प्रतियोगिता महाविद्यालय की स्टी रेगिंग परिषद व समान अवसर परिषद की ओर से आयोजित की गई। उन्होंने कहा कि प्रत्यक्ष या धरोक्ष रूप में रेगिंग में संलिप्त होना एक दंडनीय अपराध है।

भाषण प्रतियोगिता में लिया हिस्सा

महाविद्यालय की डॉ. मया शर्मा की सयोजिका अजू चावला क निर्देशन में हिंदू कला महाविद्यालय जगाधरी की ओर से आयोजित राष्ट्रीय स्तर पर प्रतियोगिता में वार महाविद्यालय की तरफ से हिस्सा लिए।

Principal
Dayanand Mahavidyala
Kuruksheetra (Uttar Pradesh)

Content
IQAC
Dayanand Mahila Mahavidyalaya
Kuruksheetra

Urmila Parikh

Choice of Course Preferences

Preference No.	S.No	Course Name	Subjects
1	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Aided-I	English, Hindi, Home Science, Music (Vocal)
2	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Aided-I	English, Hindi, Punjabi (Elective), Home Science
3	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Aided-I	English, Hindi, Punjabi (Elective), History
4	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Aided-I	English, Hindi, Punjabi (Elective), Political Science
5	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Aided-I	English, Hindi, Home Science, Political Science

1. I declare that I have gone through the provisions of "The Haryana Prohibition of Ragging in Educational Institution Ordinance 2012". I undertake that I will adhere to all the provisions mentioned therein and will not indulge in any behaviour or act that may be constituted as ragging under Ordinance.

2. I shall abide by all the rules and regulations of UGC/State Government/University/College in the matter.

3. I shall be held responsible for the consequences if the information/original scanned documents provided by me are found to be fictitious/bogus at any stage and I understand that my registration/admission shall stand cancelled without any prior notice to me.

Komal

Student Signature

Form Submitted on: 31/10/2022 10:58:09

Komal

Requested to be true copy

Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra


1. I declare that I have gone through the provisions of "The Haryana Prohibition of Ragging in Educational Institution Ordinance 2012". I undertake that I will adhere to all the provisions mentioned therein and will not indulge in any behaviour or act that may be constituted as ragging under Ordinance.
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Student Signature

Form Submitted on: 29/10/2022 15:20:53

Attested to be true copy


Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)


Convener
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

Additional Details

Do you belong to BPL Category?

No

Do you have passport?

No

Do you have Driving License?

No

Documents Attached

Document Name

Document ID

Matric (10th Class)

Senior Secondary (12th Class)

Character Certificate

Choice of Course Preferences

Registration No.	S.No	Course Name	Subjects
Dayanand Mahila Mahavidyalaya Kurukshetra, KURUKSHETRA	1	Bachelor of Arts (B.A.) Bachelor of Arts (B.A.) Self Finance-I	English-Hindi-Functional English-Hindi-Science ✓
Dayanand Mahila Mahavidyalaya Kurukshetra, KURUKSHETRA	2	Bachelor of Arts (B.A.) Bachelor of Arts (B.A.) Self Finance-I	English-Hindi-Functional English-Music (H)
Dayanand Mahila Mahavidyalaya Kurukshetra, KURUKSHETRA	3	Bachelor of Arts (B.A.) Bachelor of Arts (B.A.) Self Finance-I	English-Hindi-Functional English-Music (Vocal)

1. I declare that I have gone through the provisions of "The Haryana Prohibition of Ragging in Educational Institution Ordinance 2012". I undertake that I will adhere to all the provisions mentioned therein and will not indulge in any behaviour or act that may be constituted as ragging under Ordinance.

2. I shall abide by all the rules and regulations of UGC/State Government/University/College in the matter.

3. I shall be held responsible for the consequences if the information/original scanned documents provided by me are found to be fictitious/bogus at any stage and I understand that my registration/admission shall stand cancelled without any prior notice to me.

Accepted to be true copy

[Handwritten Signature]

Principal
Dayanand Mahavidyalaya
Kurukshetra (Haryana)

[Handwritten Signature]

Coordinator
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

Student Signature

Choice of Course Preferences

Preference No.	S.No	Course Name	Subjects
1	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Self Finance-I	English,Hindi,Functional English,Music (I)
2	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Self Finance-I	English,Hindi,Functional English,Home Science
3	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Self Finance-I	English,Hindi,Functional English,Psychology
4	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Arts (B.A.), Bachelor of Arts (B.A.)-Self Finance-I	English,Hindi,Functional English,Political Science

1. I declare that I have gone through the provisions of "The Haryana Prohibition of Ragging in Educational Institution Ordinance 2012". I undertake that I will adhere to all the provisions mentioned therein and will not indulge in any behaviour or act that may be constituted as ragging under Ordinance.
2. I shall abide by all the rules and regulations of UGC/State Government/University/College in the matter.
3. I shall be held responsible for the consequences if the information/original scanned documents provided by me are found to be fictitious/bogus at any stage and I understand that my registration/admission shall stand cancelled without any prior notice to me.

Simran

Student Signature

Simran

Form Submitted on: 19/10/2022 11:48:17

Attested to be true copy

Un

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Un
Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

Choice of Course Preferences

Preference No.	S.No	Course Name	Subjects
1	Dayanand Mahila Mahavidyalaya, Kurukshetra, KURUKSHETRA	Bachelor of Commerce (B.Com-Vocational) - Computer Applications, Bachelor of Commerce (B.Com-Vocational) - Computer Applications-Voc - Computer Applications-Self Finance-I	Bachelor of Commerce, (B.Com-Vocational) - Computer Applications

1. I declare that I have gone through the provisions of "The Haryana Prohibition of Ragging in Educational Institution Ordinance 2012". I undertake that I will adhere to all the provisions mentioned therein and will not indulge in any behaviour or act that may be constituted as ragging under Ordinance.
2. I shall abide by all the rules and regulations of UGC/State Government/University/College in the matter.
3. I shall be held responsible for the consequences if the information/original scanned documents provided by me are found to be fictitious/bogus at any stage and I understand that my registration/admission shall stand cancelled without any prior notice to me.

Sagarti
Student Signature

Form Submitted on: 19/10/2022 14:36:36

Attested to be true copy

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra

Controller
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

**Discipline Duty
of Staff
And
Samples of
Students' Id-Card**

Dr Upasana

Staff Members Discipline Duty

Session 2021-22

Sl. No.	IInd Gate, Stairs, Notice Board & Ground in front of Principal Office	Staff Room to Canteen, Corridor and Ground	Stairs near Canteen, Students sitting area and around Yajanshala and Physical Lab	Students Parking area and Ground	Stairs near Library upto Virjanand Library (First Floor)	Room No. 206 to 218 (Corridor)	Computer Lab I to V	Science Block Room No. 228 to 237	IInd Floor Room No. 301 to 310
I	Dr. Deepa Mrs. Asha	Mrs. Sapna Mrs. Sudha	Dr. Shalu Joshi Dr. Anu Chauhan						
II	Ms. Garima	Dr. Rukmesh Ms. Tanu	Ms. Jyoti Mrs. Kiran	Mrs. Asha	Ms. Vinita	Mrs. Prabhjot Kaur	Mrs. Sudha	Mrs. Shilpa	ms. Sobiya
III	Dr. Urmila Panghal	Dr. Manjeet Dr. Himani	Dr. Reeta Mrs. Saroj Bala	Ms. Upasana Ms. Komalpreet	Ms. Yajugarima	Dr. Alka	Mrs. Suman		Mrs. Sheena
IV	Dr. Arti	Dr. Seema Dr. Sonia	Ms. Ashmita Ms. Tanu	Ms. Deepika Ms. Mahak	Mrs. Minakshi Thakral	Dr. Anu Chauhan	Mrs. Bhawna	Mrs. Pooja	
V	Dr. Ritu	Dr. Upasana Ahuja	Mrs. Geetu Saini	Ms. Pratiksha	Mrs. Monika	Dr. Neha		Mrs. Kiran	
VI	Dr. Geetanjali	Ms. Sukriti	Mrs. Anju Chawla	Mrs. Veenu		Ms. Manisha		Ms. Mahak	
VII	Dr. Shweta Saini	Ms. Reena							

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Haryana)

Minutes of Meeting
Discipline Committee

Minutes of Discipline Committee Meeting with NAAC and IQAC Convener held on 13.11.2021.

Following Decisions were taken:-

It is decided that NAAC Team is visiting on 22.11.2021 and 23.11.2021.

To maintain discipline in the college campus it was decided that NCC Cadets will perform discipline duty in the following Area:-

1. 2nd Gate, Ground in front of Principal Office, Staffroom to canteen.

NSS Volunteers will perform discipline duty in the following area – Canteen, Students Sitting Area, Students Parking Area.

FR's will perform discipline duty in the following area- Cell's Exhibition, Sitting Area of Parents & Alumni, Pt. Vidyarthi Hall, Canteen, Yajan Shala & Physical Room outside.

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[Handwritten Signature]
Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Maharashtra)

[Handwritten Signature]
Convener
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

Dayanand Mahila Mahavidyalaya, Kurukshetra

Students Discipline Duty in College Campus

On 22.11.21 & 23.11.21

Ind Gate, Ground In front of Principal Office	Staff Room to Canteen Ground	Students Parking Area and Ground	Canteen, Sitting Area Near Canteen, Yajanshala and Physical Room,	Cell Exhibition Area	Ground Open Area	Pt. Vidyarthi Hall
NCC Cadets	NCC Cadets	NSS Students/ T.R.	NSS Students/ T.R.	T.R.	T.R.	T.R.
Shreya	Himanshi	Chavi	Anu Sharma	Monika	Manshi	Ashta
Neeti	Khurhi	Pinki	Himanshi	Jaspreet	Tshika Kalyan	Neha
Vanshika	Simranjot	Parveen	Ravina	Robini	Himanshi	Vishika
Prachi	Suman	Gitika	Rajni	Aarti		Sonali chahura
		Ritika	Tipty	Suryanshi		Durga Devi
		T.R. Monika	Heena	Raviinder Kaur		
		Tanya	Deepti			
		Kannu Priya	Sonali			
		Jaskalan				

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MIDATA

Dayanand Mahila Mahavidyalaya
Kurukshetra

Principal
Dayanand Mahila Mahavidyalaya
Kurukshetra (Maryana)

22/11/21

Selected TR's will perform discipline duty in Front of office Corridor and in Front of Seminar Hall on 20.05.2022.

GROUP I

Name	Timing for Discipline duty	Signature
Sonali	9.45 to 11.30 am	Sonali
Vishu	9.45 to 11.30 am	Vishu
Bhawna	9.45 to 11.30 am	Bhawna
Sneha	9.45 to 11.30 am	Sneha
Monika	9.45 to 11.30 am	Monika
Arti	9.45 to 11.30 am	Arti

GROUP II

Name	Timing for Discipline duty	Signature
Jiya Rana	11.30 to 2.00 pm	
Nishtha	11.30 to 2.00 pm	
Kumka	11.30 to 2.00 pm	
Charu	11.30 to 2.00 pm	Charu
Riya	11.30 to 2.00 pm	
Dakshi	11.30 to 2.00 pm	Dakshi

Student will Perform discipline duty in Ground.

Name	Timing for Discipline duty	Signature
Astha	9.45 to 11.30 am	Astha
Kumka	9.45 to 11.30 am	
Pinki	9.45 to 11.30 am	Pinki
Charu	9.45 to 11.30 am	Charu
Jaskaran Preet	11.30 to 2.00 pm	Jaskaran
Meenu	11.30 to 2.00 pm	
Sonali	11.30 to 2.00 pm	Sonali
Manika	11.30 to 2.00 pm	
Monika	11.30 to 2.00 pm	

Urmila Singh
(Convener)

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All over discipline in charge

Suryanshi
(BA III)

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Kurukshetra



Dayanand Mahila Mahavidyalaya

Salarpur Road, Kurukshetra

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ALKA

Roll No. : 3149120011

Father's Name : JAI JOGINDER

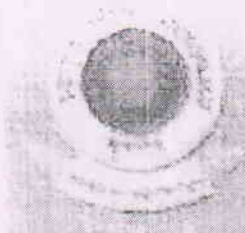
Mother's Name: SUNITA DEVI

Class : M.COM-I



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Kurukshetra



Dayanand Mahila Mahavidyalaya

Salarpur Road, Kurukshetra

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NAVNEET

Roll No. : 3148420125

Father's Name : RAMPAL

Mother's Name: ANITA

Class : B.A I



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Kurukshetra

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LM

Principal



Dayanand Mahila Mahavidyalaya

Safarpur Road, Kurukshetra

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NANCY

Roll No. : 3148920006

Father's Name : PANKAJ GOSWAMI

Mother's Name: PRIYA

Class : BTM-I



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Kurukshetra

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Priya
Dayanand Mahavidyalaya
Kurukshetra (aryana)



Dayanand Mahila Mahavidyalaya

Salarpur Road, Kurukshetra

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RIYA GARG

Roll No. : 3148620034

Father's Name : SANJAY KUMAR

Mother's Name: AKSHAY

Class : B.COM(VOC)-I

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LM



Convenor
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra

Mahavidyalaya
(Kurukshetra)

[Signature]

[Signature]



Dayanand Mahila Mahavidyalaya

Salarpur Road, Kurukshetra

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SAPREET KAUR

Roll No. : 3148520068

Father's Name : CHARAN SINGH

Mother's Name: NAVNEET

Class : B.COM-I

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Dayanand Mahila Mahavidyalaya
Kurukshetra

**Suggestion box
for Students'
Grievances &
Suggestions**

Suggestion Box

First floor



Second floor



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Prin
Day
Kurukshetra (Naryana)

Convener
IQAC
Dayanand Mahila Mahavidyalaya

Third floor



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W

Princip
Dayar
Kurukshetra Mahavidyala

Arp
Convener
IQAC
Dayanand Mahila Mahavidyalaya
Kurukshetra