



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

AJEENKYA

DY PATIL SCHOOL OF ENGINEERING

(Formerly known as DY Patil School of Engineering)

AICTE ID - 1-3847411

AISHE Code: C-46648

DTE Code: EN6732

SPPU PUN Code: CEGP015720

(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

5.1.4. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.

1. Implementation of guidelines of statutory/regulatory bodies.
2. Organisation wide awareness and undertakings on policies with zero tolerance.
3. Mechanisms for submission of online/offline students grievances.
4. Timely redressal of the grievances through appropriate committees.

1. Implementation of guidelines of statutory/regulatory bodies :

- ADYPSOE has functional Grievance Redressal committee, Internal Complaints Committee/Women's Grievance Redressal Cell and Anti ragging committee to resolve timely redressal of students grievances including sexual harassment and ragging cases.
- Anti Ragging committee is responsible for preventing the ragging cases in the campus.
- Internal Complaint Committee/ Women's Grievance Cell is responsible for looking into any complaints filed by students and staff about woman grievances at the college.
- Grievance Redressal Cell facilitates the resolution of grievances in a fair and impartial manner maintaining necessary confidentiality.
- The College has provided disciplinary guidelines to the students.

2. Organisation wide awareness and undertakings on policies with zero tolerance :

- Students are informed about misconduct and necessary action during the induction program as well as at the time of commencement of the academic year.
- The Anti-Ragging Policies are posted on campus and hostel notice boards. It is clearly mentioned about activities which are considered as ragging and legal actions for such activities.
- Anti- ragging activities and related details are also available on the website.



[Handwritten Signature]
Principal

Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune



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- CCTV cameras are installed throughout the campus to keep watch on any fraudulent activity and to monitor these activities.
- Anti-Ragging undertaking forms are collected from students and parents at the time of the admissions process.

3. Mechanisms for submission of online/offline students grievances:

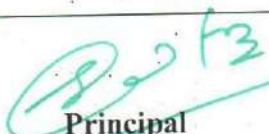
- Any parent or student who want to initiate a grievance may in the first instance bring the issue to the notice of the Head of the respective department, who will address the issue and try to resolve it.
- If there is no response within the stipulated time from the respective department or grievant is dissatisfied with reponse/resolution to his/her grievance, then the grievant is free to represent his/her grievance to the college Grievance Redressal cell in formal manner.
- The Committee shall meet and take the necessary actions to investigate the allegations and, if necessary, take the necessary action.
- Anti Ragging committee squad visits the hostel frequently to ensure ragging free campus and to maintain discipline.

4. Timely redressal of the grievances through appropriate committees:

There are 24 grievances found and resolved in last five years

Total Grievances received	No. of grievances redressed	Average number of days for grievance redressal
24	24	07




Principal
Principal
Ajeenkya DY Patil School of
Engineering, Lohagaon, Pune

1.Implementation of Guidelines of Statutory bodies

Anti-Ragging Commitee

DRAFT

**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI – 110 002**

NO. F 1-16/2007 (CPP-II)

April, 2009

**UGC REGULATION ON CURBING THE MENACE OF RAGGING IN HIGHER
EDUCATIONAL INSTITUTIONS, 2009**

In exercise of the powers conferred by Clause (g) of Sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely -

1. Title, commencement and applicability:-

- 1.1. These regulations shall be called the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009”.
- 1.2. They shall come into force with immediate effect.
- 1.3. They shall apply to all the universities established or incorporated by or under a Central Act, a Provincial Act or a State Act, to all institutions deemed to be university under Section 3 of the UGC Act, 1956, to all other higher educational institutions, including the departments, constituent units and all the premises (academic, residential, sports, canteen, etc) of such universities, deemed universities and other higher educational institutions, whether located within the campus or outside, and to all means of transportation of students whether public or private.

2. Objective:-

To root out ragging in all its forms from universities, colleges and other educational institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. Definitions:- For the purposes of these Regulations:-

- 3.1. “college” means any institution, whether known as such or by any other name, which provides for a programme of study beyond 12 years of schooling for obtaining qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification.

- 3.2. "Head of the institution" means the 'Vice-Chancellor' in case of a university/deemed to be university, 'Principal' in case of a college, 'Director' in case of an institute.
- 3.3. "institution" means a higher educational institution (HEI), like a university, a college, an institute, etc. imparting higher education beyond 12 years of schooling leading to a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
- 3.4. "Ragging" means the following:
Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.
- 3.5. "Statutory/Regulatory body" means a body so constituted by a Central/ State Government legislation for setting and maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
- 3.6. "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, an institution deemed to be university under Section 3 of the UGC Act, 1956, or an institution specially empowered by an Act of Parliament to confer or grant degrees.

4. Punishable ingredients of Ragging:-

- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of decency and morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;
- Use of criminal force;
- Assault as well as sexual offences or unnatural offences;
- Extortion;
- Criminal trespass;
- Offences against property;
- Criminal intimidation;

- Attempts to commit any or all of the above mentioned offences against the victim(s);
- Physical or psychological humiliation;
- All other offences following from the definition of “Ragging”.

5. Measures for prohibition of ragging at the institution level:-

- 5.1 The institution shall strictly observe the provisions of the Act of the Central Government and the State Governments, if any, or if enacted, considering ragging as a cognizable offence under the law on a par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ST, and prohibiting ragging in all its forms in all institutions.
- 5.2 Ragging in all its forms shall be totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc) whether located within the campus or outside and in all means of transportation of students whether public or private.
- 5.3 The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.

6 Measures for prevention of ragging at the institution level:-

6.1 Before admissions:-

- 6.1.1 The advertisement for admissions shall clearly mention that ragging is totally banned in the institution, and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately (for punishments, ref. section 8 below).
- 6.1.2 The brochure of admission/instruction booklet for candidates shall print in block letters these Regulations in full (including Annexures).
- 6.1.3 The ‘Prospectus’ and other admission related documents shall incorporate all directions of the Supreme Court and /or the Central or State Governments as applicable, so that the candidates and their parents/ guardians are sensitized in respect of the prohibition and consequences of ragging. If the institution is an affiliating university, it shall make it mandatory for the institutions under it to compulsorily incorporate such information in their ‘Prospectus’.
- 6.1.4 The application form for admission/ enrolment shall have a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the applicant (English version given in Annexure I, Part I), to be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and to the effect that he/she has not been expelled and/or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.

- 6.1.5 The application form shall also contain a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the parent/ guardian (English version given in Annexure I, Part II), to be signed by the parent/ guardian of the applicant to the effect that he/ she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/ her ward in case the latter is found guilty of ragging and/or abetting ragging.
- 6.1.6 The application for admission shall be accompanied by a document in the form of the School Leaving Certificate/Transfer Certificate/ Migration Certificate/ Character Certificate which shall include a report on the behavioral pattern of the applicant, so that the institution can thereafter keep intense watch upon a student who has a negative entry in this regard.
- 6.1.7 A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure I (both Parts) along with his/ her application for hostel accommodation.
- 6.1.8 At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.
- 6.1.9 To make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, big posters (preferably multicolored with different colours for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
- 6.1.10 The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- 6.1.11 The institution shall identify, properly illuminate and man all vulnerable locations.
- 6.1.12 The institution shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
- 6.1.13 The institution shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, leaflets, seminars, street plays, etc.
- 6.1.14 The faculties/ departments/ units of the institution shall have induction arrangements (including those which anticipate, identify

and plan to meet any special needs of any specific section of students) in place well in advance of the beginning of the academic year with a clear sense of the main aims and objectives of the induction process.

6.2 On admission:-

- 6.2.1 Every fresh student admitted to the institution shall be given a printed leaflet detailing when and to whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committees, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc., so that the fresher need not look up to the seniors for help in such matters and get indebted to them and start doing things, right or wrong, at their behest. Such a step will reduce the freshers' dependence on their seniors.
- 6.2.2 The institution through the leaflet mentioned above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.
- 6.2.3 The leaflet mentioned above shall also inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.
- 6.2.4 The leaflet mentioned above shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.
- 6.2.5 The institution shall also organize joint sensitization programmes of 'freshers' and seniors.
- 6.2.6 Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.

6.3 At the end of the academic year:-

- 6.3.1 At the end of every academic year the Vice-Chancellor/ Dean of Students Welfare/ Director/ Principal shall send a letter to the parents/ guardians of the students who are completing the first year informing them about the law regarding ragging and the punishments, and appealing to them to impress upon their wards to desist from indulging in ragging when they come back at the beginning of the next academic session.
- 6.3.2 At the end of every academic year the institution shall form a 'Mentoring Cell' consisting of Mentors for the succeeding academic year. There shall be as many levels or tiers of Mentors as

the number of batches in the institution, at the rate of 1 Mentor for 6 freshers and 1 Mentor of a higher level for 6 Mentors of the lower level.

6.4 Setting up of Committees and their functions:-

- 6.4.1 **The Anti-Ragging Committee:-** The Anti-Ragging Committee shall be headed by the Head of the institution and shall consist of representatives of faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the anti-ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.
- 6.4.2 **The Anti-Ragging Squad:-** The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the said Committee.
- 6.4.3 **Monitoring Cell on Ragging:-** If the institution is an affiliating university, it shall have a Monitoring Cell on Ragging to coordinate with the institutions affiliated to it by calling for reports from the Heads of such institutions regarding the activities of the Anti-Ragging Committees, Squads, and Mentoring Cells, regarding compliance with the instructions on conducting orientation programmes, counseling sessions, etc., and regarding the incidents of ragging, the problems faced by wardens and other officials, etc. This Cell shall also review the efforts made by such institutions to publicize anti-ragging measures, cross-verify the receipt of undertakings from candidates/students and their parents/guardians every year, and shall be the prime mover for initiating action by the university authorities to suitably amend the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti ragging measures at the level of the institution.

6.5 Other measures:-

- 6.5.1 The Annexures mentioned in sub-clauses 6.1.4, 6.1.5 and 6.1.7 of these Regulations shall be furnished at the beginning of each academic year by every student, that is, by freshers as well as seniors.

- 6.5.2 The institution shall arrange for regular and periodic psychological counseling and orientation for students (for freshers separately, as well as jointly with seniors) by professional counselors during the first three months of the new academic year. This shall be done at the institution and department/ course levels. Parents and teachers shall also be involved in such sessions.
- 6.5.3 Apart from placing posters mentioned in sub-clause 6.1.9 above at strategic places, the institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, by holding counseling sessions, workshops, painting and design competitions among students and other methods as it deems fit.
- 6.5.4 If the institution has B.Ed. and other Teacher training programmes, these courses shall be mandated to provide for anti-ragging and the relevant human rights appreciation inputs, as well as topics on sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counseling approach.
- 6.5.5 Wardens shall be appointed as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline, as well as the softer skills of counseling and communicating with the youth outside the class-room situations. Wardens shall be accessible at all hours and shall be provided with mobile phones. The institution shall review and suitably enhance the powers and perquisites of Wardens and authorities involved in curbing the menace of ragging.
- 6.5.6 The security personnel posted in hostels shall be under the direct control of the Wardens and assessed by them.
- 6.5.7 Private commercially managed lodges and hostels shall be registered with the local police authorities, and this shall be done necessarily on the recommendation of the Head of the institution. Local police, local administration and the institutional authorities shall ensure vigil on incidents that may come within the definition of ragging and shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within the campus. Managements of such private hostels shall be responsible for not reporting cases of ragging in their premises.
- 6.5.8 The Head of the institution shall take immediate action on receipt of the recommendations of the Anti-Ragging Squad. He/ She shall also take action suo motto if the circumstances so warrant.
- 6.5.9 Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.
- 6.5.10 Anonymous random surveys shall be conducted across the 1st year batch of freshers every fortnight during the first three months of the academic year to verify and cross-check whether the campus is indeed free of ragging or not. The institution may design its own methodology of conducting such surveys.

- 6.5.11 The burden of proof shall lie on the perpetrator of ragging and not on the victim.
- 6.5.12 The institution shall file an FIR with the police / local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/ local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.
- 6.5.13 The Migration / Transfer Certificate issued to the student by the institution shall have an entry, apart from those relating to general conduct and behaviour, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.
- 6.5.14 Preventing or acting against ragging shall be the collective responsibility of all levels and sections of authorities or functionaries in the institution, including faculty, and not merely that of the specific body/ committee constituted for prevention of ragging.
- 6.5.15 The Heads of institutions other than universities shall submit weekly reports to the Vice-chancellor of the university the institution is affiliated to or recognized by, during the first three months of new academic year and thereafter each month on the status of compliance with anti-ragging measures. The Vice Chancellor of each university shall submit fortnightly reports of the university, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the Chancellor.
- 6.5.16 Access to mobile phones and public phones shall be unrestricted in hostels and campuses, except in class-rooms, seminar halls, library etc. where jammers shall be installed to restrict the use of mobile phones.

6.6 Measures for encouraging healthy interaction between freshers and seniors:-

- 6.6.1 The institution shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the freshers and senior students.
- 6.6.2 Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.
- 6.6.3 The institution shall enhance the student-faculty interaction by involving the students in all matters of the institution, except those relating to the actual processes of evaluation and of faculty appointments, so that the students shall feel that they are responsible partners in managing the

affairs of the institution and consequently the credit due to the institution for good work/ performance is due to them as well.

7. Measures at the UGC/ Statutory/ Regulatory body level:-

7.1 Regulatory measures:-

- 7.1.1 The UGC and other Statutory /Regulatory bodies shall make it mandatory for the institutions to compulsorily incorporate in their 'Prospectus' the directions of the Supreme Court and/or the Central or State Governments with regard to prohibition and consequences of ragging, and that non-compliance with the directives against ragging in any manner whatsoever shall be considered as lowering of academic standards by the erring institution making it liable for appropriate action.
- 7.1.2 The UGC (including NAAC and UGC Expert Committees visiting institutions for various purposes) and similar Committees of other Statutory/Regulatory bodies shall cross-verify that the institutions strictly comply with the requirement of getting the undertakings from the students and their parents/ guardians as envisaged under these Regulations.
- 7.1.3 The UGC and other funding bodies shall make it one of the conditions in the Utilization Certificate for sanctioning any financial assistance or aid to the institution under any of the general or special schemes that the institution has strictly complied with the anti-ragging measures and has a blemish-less record in terms of there being no incidents of ragging during the period pertaining to the Utilization Certificate.
- 7.1.4 The NAAC and other accrediting bodies shall factor in any incident of ragging in the institution while assessing the institution in different grades.

7.2 Incentives for curbing ragging:-

- 7.2.1 The UGC shall consider providing special/ additional annual financial grants-in-aid to those eligible institutions which report a blemish-less record in terms of there being no incidents of ragging.
- 7.2.2 The UGC shall also consider instituting another category of financial awards or incentives for those eligible institutions which take stringent action against those responsible for incidents of ragging.
- 7.2.3 The UGC shall lay down the necessary incentive for the post of Warden in order to attract the right type of eligible candidates, and motivate the incumbents.

7.3 Monitoring mechanism to ensure compliance:-

Apart from the monitoring mechanism built in under different sub-clauses of these Regulations, there shall also be the following monitoring mechanism:

7.3.1 The UGC shall constitute an Inter-Council Committee for prevention of Ragging consisting of representatives of the AICTE, the IITs, the NITs, the IIMs, the MCI, the DCI, the NCI, the ICAR and such other bodies which have to deal with higher education to coordinate and monitor the anti-ragging movement across the country and to make certain policy decisions. The said Committee shall meet at least twice a year in the normal course.

7.3.2 The UGC shall also have an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State level and university level Committees for effective implementation of anti-ragging measures.

8 Punishments:-

8.1 At the institution level:-

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- 8.1.1 Suspension from attending classes and academic privileges
- 8.1.2 Withholding/ withdrawing scholarship/ fellowship and other benefits
- 8.1.3 Debarring from appearing in any test/ examination or other evaluation process
- 8.1.4 Withholding results
- 8.1.5 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- 8.1.6 Suspension/ expulsion from the hostel
- 8.1.7 Cancellation of admission
- 8.1.8 Rustication from the institution for period ranging from 1 to 4 semesters
- 8.1.9 Expulsion from the institution and consequent debarring from admission to any other institution for a specified period
- 8.1.10 Fine ranging between Rupees 25,000/- and Rupees 1 lakh
- 8.1.11 Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

8.2 At the university level in respect of institutions under it:-

If an institution under a university (being constituent of, affiliated to or recognized by it) fails to comply with any of the provisions of these Regulations

and fails to curb ragging effectively, the university may impose any one or any combination of the following penalties on it:

- 8.2.1 Withdrawal of affiliation/ recognition or other privileges conferred on it
- 8.2.2 Prohibiting such institution from presenting any students then undergoing any programme of study therein for the award of any degree/diploma of the university
- 8.2.3 Withholding grants allocated to it by the university, if any
- 8.2.4 Withholding any grants channellised through the university to the institution
- 8.2.5 Any other appropriate penalty within the powers of the university.

8.3 At the appointing authority level:-

The authorities of the institution, particularly the Head of the institution, shall be responsible to ensure that no incident of ragging takes place in the institution. In case any incident of ragging takes place, the Head shall take prompt and appropriate action against the person(s) whose dereliction of duty lead to the incident. The authority designated to appoint the Head shall, in its turn, take prompt and appropriate action against the Head.

8.4 At the UGC/Statutory/Regulatory body level:-

If an institution fails to curb ragging, the UGC/Statutory/Regulatory body concerned may impose any one or any combination of the following penalties on it:

- 8.4.1 Delisting the institution from section 12B of the UGC Act or any similar provision in the Act of the Statutory/Regulatory body concerned
- 8.4.2 Withholding any grants allocated to it
- 8.4.3 Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the UGC/Statutory/ Regulatory body concerned
- 8.4.4 Declaring that the institution does not have the minimum academic standards and warning the potential candidates for admission accordingly through public notice and posting on the UGC Website/ Website of the Statutory/Regulatory body concerned.
- 8.4.5 Taking such other action within its powers as it may deem fit and impose such other penalties as provided till such time as the institution achieves the objective of curbing ragging.
- 8.4.6 Collaborating with one another to work out other possible deterrents.

-:0:-

ANNEXURE I, Part I

UNDERTAKING BY THE CANDIDATE/STUDENT

1. I, _____
S/o. D/o. of Mr./Mrs./Ms. _____
have carefully read and fully understood the law prohibiting ragging and the
directions of the Supreme Court and the Central/State Government in this regard.

2. I have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, and have carefully gone through it.
3. I hereby undertake that
 - I will not indulge in any behavior or act that may come under the definition of ragging,
 - I will not participate in or abet or propagate ragging in any form,
 - I will not hurt anyone physically or psychologically or cause any other harm.
4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.
5. I hereby affirm that I have not been expelled or debarred from admission by any institution.

Signed this _____ day of _____ month of _____ year

Signature

Name:

Address:

ANNEXURE I, Part II

UNDERTAKING BY PARENT/GUARDIAN

1. I, _____
F/o. M/o. G/o _____,
have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/State Government in this

regard as well as the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.

2. I assure you that my son/ daughter/ ward will not indulge in any act of ragging.
3. I hereby agree that if he/she is found guilty of any aspect of ragging, he/she may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.

Signed this _____ day of _____ month of _____ Year

Signature

Name:

Address:



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Ref. No: ADYPKC/SOE/GC/2022-23/


Date: 08.06.2022

OFFICE ORDER

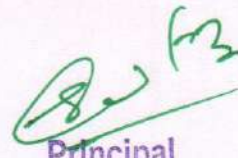
Anti-Ragging Cell Committee (A.Y.: 2022-23 and 2023-23)

Following members are appointed for Anti-Ragging Cell Committee

Sr.No	Name of Member	Representation
1.	Dr. Pankaj Agarkar	Chairman nominated by Principal and faculty representative
2.	Dr. Niranjana Shegaonkar	Representative of faculty members (Gents)
3.	Dr. Shobha Rupnar	Representative of faculty members (Ladies)
4.	Mr. Archis Borate	Representative of senior student (Gents)
5.	Ms. Chetna Patil	Representative of senior student (Ladies)
6.	Mr. Rakesh Kumar Singh	Representative of Fresher student (Gents)
7.	Ms. Manasi Gite	Representative of Fresher student (Ladies)
8.	Mr. Ashok Patil	Representative of parent
9.	Mr. Goraknath Deshmukh	Representative of non-teaching staff


Principal
Dr. D Y Patil School of Engineering




Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

CC to:

1. Concerned
2. IQAC cell
3. Mandatory disclosure

**Internal Complaint/Women's Grievances
Redressal Committee**



ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

बहादुरशाह ज़फ़र मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

Ph.: 011-23236288/23239337

Fax : 011-2323 8858

E-mail : secy.ugc@nic.in

F.No. 14-4/2012(CPP-II)

7th December, 2018

PUBLIC NOTICE

ON

UGC (GRIEVANCE REDRESSAL) REGULATIONS, 2018

UGC had notified UGC (Grievance Redressal) Regulations, 2012 in official Gazette of India on **23rd March, 2013**. These regulations were aimed at addressing and effectively resolving grievances of students related to Higher Educational Institutions.

The UGC had received a number of responses on these regulations and hence constituted an Expert Committee to revisit UGC (Grievance Redressal) Regulations, 2012. The draft University Grants Commission (Grievance Redressal of Students) Regulations, 2018 prepared by the Committee is attached herewith for observations and suggestions of stakeholders. The feedback and comments on the above draft may be sent to UGC via email grmhei.2018@gmail.com on or before **31st December, 2018**.

(Prof. Rajnish Jain)

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI – 110 002**

NOTIFICATION

F.No.14-4/2012 (CPP-II)

New Delhi, the __ October, 2018

In exercise of the power conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Grievance Redressal) Regulations, 2012, the University Grants Commission hereby makes the following regulations:

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- a) These regulations shall be called as the University Grants Commission (Grievance Redressal of Students) Regulations, 2018.
- b) They shall apply to all HEIs, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- c) They shall come into force from the date of their publication in the Official Gazette.

2. DEFINITION: IN THESE REGULATIONS, UNLESS THE CONTEXT OTHERWISE REQUIRES:

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any

qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;

(d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.

(e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;

(f) "grievances" include the following complaints of the aggrieved students, namely:

- i. making admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the admission process adopted by the institution;
- iii. refusing admission in accordance with the declared admission policy of the institution;
- iv. non publication of prospectus, (either hard copy / online) as specified in these regulations;
- v. publishing any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a students for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified in the declared admission policy to be charged by such institution;

- viii. breach in reservation policy in admission as may be applicable;
 - ix. nonpayment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
 - x. delay in conduct of examinations or declaration of results beyond the specified schedule in the academic calendar;
 - xi. on provision of student amenities as may have been promised or required to be provided by the institution;
 - xii. non transparent or unfair evaluation practices;
 - xiii. Refund of fees, in case a student withdraws the admission within the stipulated time as mentioned in the prospectus, as notified by the Commission from time to time.
- (g) "Department Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a Department.
- (h) "Institutional Grievance Redressal Committee" means a committee constituted under these regulations, at the level of an Institution.
- (i) "College Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a college.
- (j) "University Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a University.
- (k) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
- (l) "Institution" for the purposes of these regulations, means any university, college or such other institutions, as the case may be;
- (m) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;

(n) "Ombudsperson" means the Ombudsperson appointed under these regulations;

(o) "University" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS AND PRICING:

i. Every higher educational institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:

(a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;

(b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;

(c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;

(d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;

- (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (f) rules / regulations for imposition and collection of any fines specified heads or categories, minimum and maximum fine may be imposed.
- (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) details of the teaching faculty, including their educational qualifications, alongwith the category they belong to Regular / visiting ---- and teaching experience of every member of its teaching faculty.
- (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution.
- (k) any other information as may be specified by the Commission:

Provided that an institution shall publish / upload information referred to in items (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in different newspapers and through other media:

- ii. Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its

publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

4. GRIEVANCE REDRESSAL COMMITTEES (GRC):

A. Department Grievance Redressal Committee (DGRC)

- (i) In case of universities, all complaints relating to a department shall first be addressed to Department Grievance Redressal Committee (DGRC) to be constituted at the level of departments/school/center whose composition shall be as follows:
 - a) Head of the Department / School / Center – Chairperson
 - b) a Professor from outside the department / school / center to be nominated by the Head of HEI – Member
 - c) A faculty member well-versed with grievance redressal mechanism to be nominated by the Head of the Department – Member.
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The DGRC shall follow the principles of natural justice while deciding the grievances of the students.
- (v) The DGRC shall make efforts to resolve the grievance within the stipulated period and shall submit its report to the Head of the Institution within a period of 15 days from the date of receipt of complaint to the DGRC.
- (vi) The DGRC shall provide a copy of the report to the aggrieved person(s).

B. Institutional Grievance Redressal Committee (IGRC)

- (i) The complaints not related to departments/schools / center and the grievances not resolved at the DGRC shall be referred to the Institutional Grievance Redressal Committee (IGRC) to be constituted by Head of the HEI, whose composition shall be as follows:
 - (a) Pro-Vice Chancellor / Dean/ Senior academician of HEI – Chairperson.
 - (b) Dean of students/Dean, Students Welfare
 - (c) Two senior academicians other than Chairperson.
 - (d) Proctor / Senior academician
- (ii) The above Committee shall be approved by the statutory body of institution (Executive Council or its equivalent).
- (iii) The Chairperson of IGRC and DGRC shall not be the same. The tenure of the Committee members shall be two years.
- (iv) The quorum for the meetings shall be three, including Chairperson.
- (v) The IGRC shall consider the recommendation of DGRC while giving its recommendations. However, the IGRC shall have the power to review recommendations of the DGRC.
- (vi) The IGRC shall follow the principles of natural justice while deciding the grievances.
- (vii) The IGRC shall send the report and the recommendations to the Head of the HEI within in a period of 15 workings days from the date of receipt of grievance, or appeal or recommendations of the DGRC.
- (viii) The IGRC shall provide a copy of the report to the aggrieved person(s).

C. College Grievance Redressal Committee (CGRC)

- (i) In case of colleges, all complaints shall first be addressed to College Grievance Redressal Committee (CGRC) whose composition shall be as follows:
 - a) Principal of the college -Chairperson
 - b) Two senior faculty members nominated by the principal of the College.
- (ii) The tenure of the members shall be two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The CGRC shall follow the principles of natural justice while considering the grievances of the students.
- (v) The CGRC shall send the report and recommendations to the Vice-Chancellor of the affiliating university within a period of 15 days of receiving the complaint.

D. University Grievance Redressal Committee (UGRC)

- (i) In case of grievances not resolved by CGRC, it shall be referred to University Grievance Redressal Committee (UGRC) for which the Vice-chancellor of the affiliating university shall constitute a University Grievance Redressal Committee (UGRC) consisting of five members for a individual colleges or a group of colleges keeping in view the location of the college(s). The UGRC shall be constituted by the Vice-chancellor of the affiliating university consisting of :
 - a) A senior Professor of the university – Chairperson
 - b) Dean, Student Welfare or its equivalent - Member
 - c) Three Principals drawn from the affiliating colleges, on rotation basis to be nominated by the Vice-Chancellor – Members
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.

(iv) The CGRC shall follow the principle of normal justice while deciding the grievance of the students.

(v) The CGRC shall send the report and the recommendations to the principal of the college within a period of 15 days of receiving the complaint.

E. Any person aggrieved by the decision of the Institutional Grievance Redressal Committee or University Grievance Redressal Committee may within in a period of six days prefer an appeal to the Ombudsperson.

5. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

(i) Each HEI shall appoint an Ombudsperson for redressal of grievances of students under these regulations.

(ii) The Ombudsperson shall be a person not related to the university and who is a retired Vice-Chancellor, Registrar or a faculty member who has at least ten years of experience as a Professor.

(iii) The Ombudsperson shall not be in any conflict of interest with the university, either before or after his appointment.

(iv) The Ombudsperson, or any member of his immediate family shall not -

(a) hold or have held at any point in the past, any post or, employment in any office of profit in the university;

(b) have any significant relationship, including personal, family, professional or financial, with the university;

(c) hold any position in university by whatever name called, in the administration or governance structure of the university.

(v) The Ombudsperson in a State University shall be appointed by the Executive council of the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

- (a) Nominee of the Governor of the State or his nominee - Chairperson
 - (b) Vice-Chancellor of a University of State to be nominated by the State Government – Member
 - (c) Vice-Chancellor of the concerned State University – Member
 - (d) Registrar of the concerned State University – Secretary (non-voting)
- (vi) The Ombudsperson in a Central University and institution deemed to be university shall be appointed by the Executive Council of the Central University or the equivalent statutory body of the Deemed to be University, as the case may be, on part - time basis from a panel of three member recommended by the search committee consisting of the following members, namely:-
- (a) Nominee of University Grants Commission – Chairperson
 - (b) One Vice Chancellor from Central University to be nominated by UGC (for Central Universities) – Member

OR

- One Vice Chancellor from institution deemed to be university to be nominated by the UGC (for Deemed to be Universities) - Member
- (c) The Vice Chancellor of the university – Member
 - (d) The Registrar of the university – Secretary (Non-Voting)
- (vii) The Ombudsperson shall be a part time officer appointed for a period of three years from the date he/she assumes the office and may be reappointed for another one term in the same university.
- (viii) The Ombudsperson shall be paid the sitting fee per day as per the norms of the university for hearing the cases, in addition to the reimbursement of the conveyance.

- (ix) The Ombudsperson may be removed on charges of proven misconduct or misbehavior or as defined under these regulations, by the concerned appointing authority i.e. the Executive Council of the University.

6. FUNCTIONS OF OMBUDSPERSON:

- (i) The Ombudsperson shall hear any appeal of an applicant for admission as student or student of the university against the university or institution affiliated to it as the case may be, after the student has availed all remedies available in such institution for redressal of grievance such as IGRC / UGRC;
- (ii) No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsperson. However, the issues of malpractices in the examination and evaluation processes may be referred to the Ombudsperson.
- (iii) Ombudsperson may seek the assistance of any person as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the student(s).

7. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSON AND GRIEVANCE REDRESSAL COMMITTEE:

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student of that institution may submit an application seeking grievance redressal.
- (ii) On receipt of any online complaint, the institution shall refer the complaint to the appropriate Grievance Redressal Committee, as the case may be, along with its comments within 15 days of receipt of complaint on online portal.
- (iii) The Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved person.

- (iv) An aggrieved person may appear either in person or be represented by such person as may be authorized to present his/her case.
- (v) The Grievances not resolved at the appropriate Grievance Redressal Committee(s) shall be referred to the Ombudsperson.
- (vi) The institution shall co-operate with the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsperson to the Vice Chancellor.
- (vii) On the conclusion of proceedings, the Ombudsperson shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after giving due hearing to both the parties.
- (viii) Every order under the signature of the Ombudsperson shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- (ix) The institution shall comply with the recommendations of the Ombudsperson. Any recommendations of the Ombudsperson not complied with by the institution shall be reported by the Ombudsperson to the Commission.
- (x) In case of any false or frivolous complaint, the Ombudsperson may recommend appropriate action against the complainant.

8. INFORMATION REGARDING OMBUDSPERSON GRIEVANCE REDRESSAL COMMITTEE:

The institution shall provide detailed information regarding provisions of Grievance Redressal Committee(s) and Ombudsperson on their website and in their prospectus prominently.

9. CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution which willfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal

Committee(s), as the case may be, may proceed to take one or more of the following actions, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- (f) The Commission may take necessary and appropriate action as it may deemed fit, in case of an institution deemed to be university;
- (g) recommend to the concerned State Government for necessary and appropriate action, in case of a university established or incorporated under a State Act;
- (h) The Commission may take necessary and appropriate actions against any institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

(Prof. Rajnish Jain)
Secretary



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

AJEENKYA

DY PATIL SCHOOL OF ENGINEERING

(Formerly known as DY Patil School of Engineering)

(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)
(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

AICTE ID - 1-3847411

AISHE Code: C-46648

DTE Code: EN6732

SPPU PUN Code: CEGP015720

Ref. No: ADYPKC/SOE/GC/2022-23/

Date: 08.06.2022

OFFICE ORDER

Internal Complaint Committee (A.Y.: 2022-23 and 2023-24)

Following members are appointed for Internal Complaint Committee

Sr. No	Name of Member	Representation
1.	Dr. Saniya Ansari	Presiding Officer
2.	Prof. Prajakta Khairnar	Lady Faculty -1
3.	Prof. Pallavi Shimpi	Lady Faculty-2
4.	Ms. Madhuri Mane	Non-teaching- Lady Staff
5.	Ms. Ashwini Patil	Non-teaching- Lady Staff
6.	Mr. Koustubh Juvekar	Student Representative[Boy-1]
7.	Mr. Varun Shahikant Patil	Student Representative[Boy-2]
8.	Ms. Sadiya Sayyad	Student-1(Girl)
9.	Adv. Deepali Swami	Member from Non-Govt Organization


Principal
Dr. D Y Patil School of Engineering



CC to:

1. Concerned
2. IQAC cell
3. Mandatory disclosure

2.Organization wide awareness and undertaking on policies with zero tolerance

Anti-Ragging Commitee



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

AJEENKYA

DY PATIL SCHOOL OF ENGINEERING

(Formerly known as DY Patil School of Engineering)

AICTE ID - 1-3847411

AISHE Code: C-46648

DTE Code: EN6732

SPPU PUN Code: CEGP015720

(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

Date: 25/08 /2023

Event Report

Academic Year: 2023-24

Semester-I

Name of Event	Anti-Ragging awareness Program
Date and Time	25 th Aug 2023, 10.00 AM Onwards
Event Venue	College Campus
Organized by	Anti-Ragging committee ADYPSOE,Lohegaon
Targeted Audience	All Students

Event Contents:

1. Meaning and definition of ragging
2. Extent and nature of the problem
3. Government steps against nagging
4. Measures for the prohibition of ragging
5. Punishments accorded

Details of the event:

Members of Anti ragging committee made student aware about various laws regarding ragging Member also shared their previous experiences related to ragging and what action they have taken against it. Students also participated in the discussion with anti-ragging committee members. At the end students took pledge against ragging.

Following rules and regulation related lo ragging were told to students:

According to the UGC Regulation on Curbing the Menace of Ragging in Higher Institutions, 2009, nagging constitutes one or more of any of the following acts:

- Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing of generating a sense of shame, torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other students by students
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- Any act or abuse by spoken words, emails, posts, or public insults would also include deriving perverted pleasure, and vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- 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.

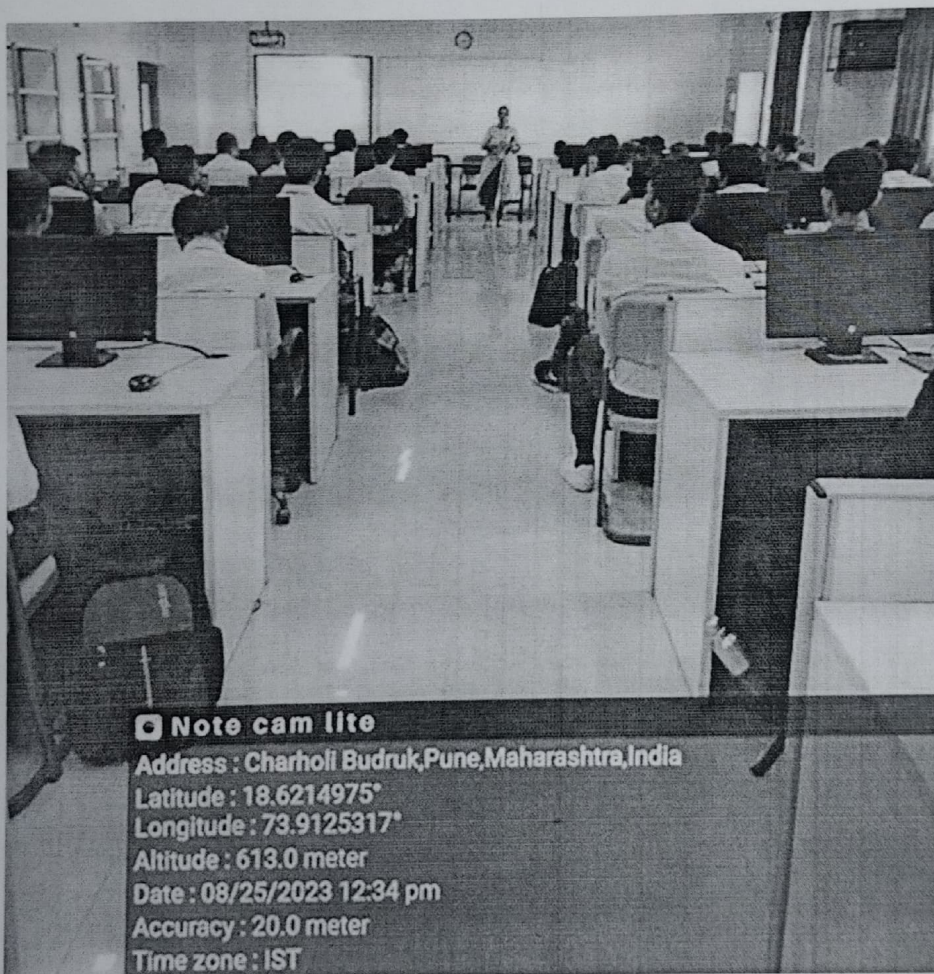
Punishments accorded

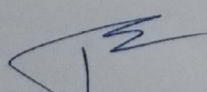
According to the UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, depending on the nature and gravity of the guilt established by the Anti- Ragging Squad, those found guilty may be awarded one or more of the following punishments, namely;

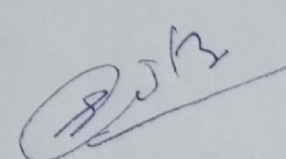
- Suspension from attending classes and academic privileges.
- Withholding/ withdrawing scholarship/ fellowship and other benefits.
- Debarring from appearing in any test/ examination or another evaluation process.
- Withholding results.

- Debarring from representing the institution in any regional, national or international meet, tournament, Youth festivals, etc.
- Suspension/ expulsion from the hostel.
- Cancellation of admission.
- Rustication from the institution for periods ranging from one to four semesters.
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Photos:




Anti-Ragging Committee Member


Principal, ADYPSOE

**Internal Complaint/Women's Grievances
Redressal Committee**



"Empowerment through quality technical education"

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nirf NATIONAL INSTITUTIONAL RANKING FRAMEWORK
2022 Rank Band (251-300)



R World Institutional RANKING
Ranked No.1 In Maharashtra



Ajeenkya D Y Patil School of Engineering is Organizing

Under Internal Complaint Committee & Women Grievance cell

Informative Webinar on

“ INTERNATIONAL SELF-CARE DAY ”



Resource Person

Prof. Suvidha Shaha

(ADYPSOE College)

Date : 24th July 2023/Monday

Time : 04.00 pm to 05.00 pm

Venue : Online Mode

Link: <https://meet.google.com/kbi-fsja-mzs>



SCAN ME

Prof. Pallavi M. Shimpi
Event Coordinator

Dr. Saniya Ansari
ICC & WGC presiding Officer, DIE

Dr. E. B. Sayyad
Principal

Dr. Kamaljeet Kaur
Director - TC



AJEENKYA

DY Patil School of Engineering

Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to MSBTE Mumbai, DTE Code 6732
Charholi (Bk.), Via Lohegaon, Pune



nirf NATIONAL
INSTITUTIONAL
RANKING
FRAMEWORK
2022 Rank Band (251-300)



ISO

R
World Institutional
RANKING ■ ■
Ranked No.1 In Maharashtra



Department of Artificial Intelligence & Data Science
is organizing

“अस्मिता **Self-Esteem Event**”

for the all Girls Students

Date : 7th February 2024/Wednesday

Time : 01.00 pm to 03.00 pm

Venue : Seminar Hall, Room no 241

Resource Person

Asmita Self-Esteem

{Rotary Club}

Prof. Hemangi Patil
Event Co-ordinator

Prof. Sushma Gunjal
Event Co-ordinator

Prof. Bhagyashree Dhakulkar

Dr. Nagesh Shelke

Dr. F. B. Sayvad

Dr. Kamaljeet Kaur

Department of Artificial Intelligence & Data Science
is organizing
Seminar on
“Sexual Harassment in the organization”

Date : 3rd April 2024 (Wednesday)

Time : 02:00 pm to 03.00 pm

Venue : Seminar Hall, Room no 241



** Resource Person **

Dr. Geetali Vinayak Mandakini

(Retired Professor of Chemistry

Founder member & office bearer of Jeevan Sainstha)

3.Mechanism for submission of online/offline Student grievances

Anti-Ragging Commitee



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

AJEENKYA

DY PATIL SCHOOL OF ENGINEERING

(Formerly known as DY Patil School of Engineering)

AICTE ID - 1-3847411

AISHE Code: C-46648

DTE Code: EN6732

SPPU PUN Code: CEGP015720

(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

Academic Year:2022-2023

Anti-Ragging policies

- Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- Any act or abuse by spoken words, emails, posts, or public insults would also include deriving perverted pleasure, and vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- 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.



P. P. P.
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune
Principal, ADYPSOE

General Grievance Redressal Commitee

General Grievance Redressal Commitee

Ajeenkya DY Patil School of Engineering, Charholi (Bk.), Pune.



AJEENKYA
D.Y. PATIL SCHOOL

Students Grievance Redressal Policy

Promptly Resolving Grievances

POLICY No: APN/ 2020/5.3.1

STUDENS GRIEVENCE REDRESSAL POLICY |



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4.	Scope and applicability	5
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Vision

Empowerment through quality technical education

Mission

M1: To achieve excellence in teaching, learning and research

M2: To impart skill-based education to meet the needs of industry and Society

M3: To excel as a center of excellence in technical education

M4: To inculcate social & ethical values among the students

Quality Policy

We strive to impart quality technical education through academic excellence and provide the best facilities to satisfy the needs & expectations of the students & stakeholders.



1. Background :

This policy has been framed in line with the provisions of the "University Grants Commission Grievance Redressal Regulations, 2012" of India (hereinafter referred to as the "the Act"). Accordingly while the policy covers all the key aspects of the Act.

2. Purpose :

Dr.D Y Patil School of Engineering (DYPSOE) is committed to develop and maintain an effective, timely, fair grievance handling system for the students which is easily accessible.

3. Aim :

The aim of these rules is

- 1) To develop a culture of understanding, addressing and providing quick redress to grievances and take steps to prevent recurrence of such incidents.
- 2) To set in place a grievance handling system which is student focused;
- 3) To ensure that grievances are resolved promptly, objectively and with sensitivity and in complete confidentiality.
- 4) To ensure that the views of each complainant and respondent are respected and that any party to a grievance is neither discriminated against nor victimized.
- 5) To ensure that there is a consistent response to grievances.




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4. Scope and Applicability

- 1) These Regulations shall cover any kind of grievance that students of the DYPSOE may face during their stint.
- 2) A 'Student' for the purpose of these regulations shall mean a student enrolled for a full-time programme of the DYPSOE.

5. Definitions

- 1) 'Grievance' is defined as a dissatisfaction of students with respect to any aspect of the College's activities and services.
- 2) 'Person' referred herein shall mean a student on the rolls of the College.

6. Types of grievance :

Types of Student grievance

These grievances can be in the nature of:

- 1) Grievances that are academic in nature
- 2) Against faculty
- 3) Grievance related to examination
- 4) Grievance related to summer internship and placements
- 5) Grievance related to amenities and services
- 6) Grievance related hostel facility.
- 7) Grievance related to finance
- 8) Grievance related to student conflicts
- 9) Harassment by fellow students or the faculty/ staff etc.



7. Procedure for grievance redressal

7.1 Informal Resolution before an issue becomes a formal grievance

- 1) Students are encouraged to resolve concern or problems directly with the person(s)/ Department concerned through personal discussions /counseling.
- 2) Aggrieved students should first approach the respective Class Teacher/Mentor who will informally try to resolve the problem. Wherever necessary, the Class Teacher/Mentor may seek guidance from the appropriate authority for the purpose.

7.2 Grievance handling and resolution mechanism

- a) Matrix for grievance redressal mechanism for students is given under clause 10 of these regulations.
- b) The grievance Redressal mechanism has three levels of grievance redressal of which Level-III is the Appellate Authority.
- c) Formal grievances shall be submitted in writing stating full material facts to the First Level Grievance Handling Authority as specified.

7.3 Procedure and Stages in Grievance Handling

The following procedure can be followed by the students to seek redressal of grievance of any kind whether academic or non-academic in nature.

- i) Stage 1
 - i. Formal complaint by the aggrieved person shall be submitted in writing to the Level-I Grievance Handling Authority.
 - iii. If felt necessary, the designated authority may allow an opportunity to the



complainant to formally present his/her case along with relevant documents in support. The authority may also seek clarification from the complainant or call for further material facts having bearing on the matter. Such clarification may be sought by written or verbal request or by face-to face interview with the complainant.

- iv. The Authority concerned will then endeavor to resolve the grievance within next seven working days of receiving the formal grievance and convey the outcome / action taken to the complainant.
 - v. The Level 1 authority, may get the matter investigated through a designated subcommittee, if so considered necessary to arrive at a decision.
 - vi. Wherever required, the DYP SOE will take preventive or corrective action in a reasonable time and advise the complainant of the same.
- ii) Stage 2:
- i. If a complainant does not receive any response within the seven working days or is dissatisfied with the outcome of the complaint, s/he may prefer an appeal in writing with the Level-II Grievance Handling Authority concerned.
 - ii. The Level-II Authority will consult with the complainant and other relevant parties within ten working days of receiving the appeal. Wherever possible, such consultations may be in the form of face-to –face discussion.
 - iii. Following the consultation, the Authority concerned will take further steps to address the grievance and communicate the same to the complainant.




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iii) Stage 3:

- i. If a complainant is still dissatisfied with the outcome or decision of Level-II Authority on the appeal, he/she may represent the matter to the Appellate Authority
- ii. The concerned Appellate Authority will convey its decision within five working days from receiving the appeal.
- iii. The decision of the Appellate Authority will be final and no further appeal will be entertained under any circumstances.

8. Confidentiality

- a) During all stages of the Grievance Handling and Resolution Procedure, the DYPSOE will take all possible steps to ensure that the complainant and the respondent are not victimized or discriminated .
- b) Implementation of the procedure will be done without prejudice to either party.
- c) At all stages of this procedure, a full explanation (in writing for decisions and) of the actions taken as part of the process will be provided if so requested by the complainant or the respondent.
- d) While dealing with the issue, all possible confidentiality and privacy will be maintained and all records relating to such complaints will be treated as confidential.
- e) Records concerning grievances handled under this procedure and their outcomes shall be maintained for a period of one year.




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9. Matrix of grievance handling authorities:

SR. No	Nature of Grievances	Level-1 Grievance Handling	Level-2 Grievance Handling	Appellate Authority
1	Grievances that are academic in nature	HOD	Dean	Principal
2	Against Faculty	HOD	Dean	Principal
3	Grievance related examination	Department Co-ordinator	CEO	Principal
4	Grievance related to summer internship & placements	Department Co-ordinator	Dean T & P	Principal
5	Grievance related to amenities & services	Manager/Incharge	Co-ordinator Student Welfare	Principal
6	Grievance related to stay at hostel	Rector/Wardon	Co-ordinator Student Welfare	Principal
7	Grievance related to finance	Accountant	Chief Accountant	Principal
8	Grievance related to student conflicts	Rector/Wardon	Co-ordinator Student Welfare	Principal
9	Harassment by fellow students or the faculty/ staff etc.	Department Co-ordinator	Dean	Principal

10. Appendix : List of Student Grievances

a) Grievances that are Academic in nature

- i. Academic Quality
- ii. Suspension of student




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- iii. Academic Integrity dispute
- iv. Course material
- v. Class time table
- vi. Inadequate learning resources (IT, Library, Labs / Equipment, etc.)
- vii. Attendance/directed reading
- viii. Internal Assessment
- ix. Co-curricular activities
- x. Grade Dispute

b) Against Faculty

- i. Academic delivery & quality
- ii. Classroom conduct
- iii. Regularity & punctuality
- iv. Any discrimination / victimization of students

c) Grievance related to examination

- i. Registration / Re-registration / Student Records
- ii. Mid-Semester / End-Semester / Supplementary exam scheduling / date sheet
- iii. Evaluation of answer books Grading / results
- iv. Re-checking/ Re- evaluation
- v. De-barred / Year back cases
- vi. Discrepancy in Diplomas / Degrees

d) Grievance related to Summer Internship & Placements

- i. Discrimination in summer Internship selection



ii. Discrimination or non-adherence of placement procedures /rules

e) Grievance related to Amenities & Services

i. Common services (Transportation / Canteen / Medical, etc.)

ii. Extra-curricular facilities

iii. Student Financial Aid

iv. Travel Concession

v. Identity Cards

f) Grievance related to stay at hostel

i. Quality of Food and Hygiene

ii. Hostel amenities

g) Grievance related to finance

i. Fees and Dues

ii. Fee Concessions

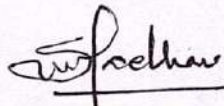
iii. Scholarships

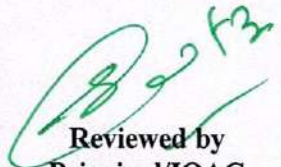
11. Policy Details

Policy Name	Student Grievance Redressal Policy
Policy Number	APN/ 2020/ 5.3.1
Version Number	5.3.1
Effective Date	1 June 2020
Policy drafted by	Student Grievance Redressal Committee
Policy Applies to	Students
Approved by	Management
Responsible Authority	Chairperson
Superseding Authority	Principal
Date of last revision	-
References	University Grants Commission Grievance Redressal Regulations, 2012

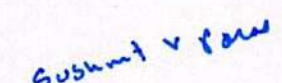


Version History				
Version	Approved By	Revision Date	Description of change	Author
5.3.1	Dr. Sushant Patil	1/06/2020	-	Prof. Santosh Jadhav


 Prepared by
 Coordinator


 Reviewed by
 Principal/IQAC
PRINCIPAL
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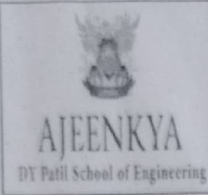

 Recommended by
 Director-TC


 Approved by
 Trustee



4. Timely redressal of grievances through appropriate committees

Anti-Ragging Commitee



"Empowerment through quality technical education"
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.
Department of Computer Engineering

Form No. IQAC/30

Date: 03/05/2024

Anti-Ragging Squad Committee

Notice

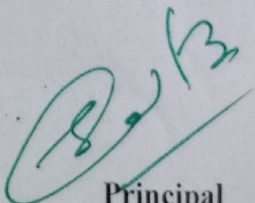
The Anti-Ragging Squad Committee Meeting will be conducted on 03/05/2024 at 12:00 noon in the Principal Cabin.

Agenda of meeting:

1. To take review of the last Anti-ragging meeting.
2. Conduction of Workshop/Seminar /orientation Programme about ragging and its consequences.
3. As per the regular practice of our Institution - to create awareness for senior students about legal consequences of ragging.
4. Any other related to Anti-Ragging work.

All the Committee members are requested to attend the meeting.




Principal
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

Anti-Ragging Committee

Minutes of Meeting on 8th May 2024

Agenda of meeting:

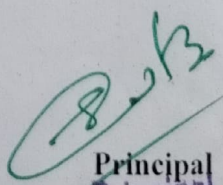
1. To take review of the last Anti-ragging meeting.
2. Conduction of Workshop/Seminar /orientation Programme about ragging and its consequences.
3. As per the regular practice of our Institution - to create awareness for senior students about legal consequences of ragging.
4. Any other related to Anti-Ragging work.

A meeting of the Anti-ragging Committee was held on 08/05/2024 at 12:00 noon in the Principal cabin.

Following points were discussed in the meeting:

1. Chairman of the committee welcomed all the committee members and invited discussion on the agenda of the meeting.
2. Anti-ragging Committee members will continue the work/functions as per their profile and instructions given by Chairpersons.
3. It is discussed to inform the Heads of all departments to continue creating awareness for the students of higher semester of their respective departments about the legal consequences of ragging.
4. Anti-ragging act and its guidelines as per UGC & AICTE norms were discussed with students. Class teacher, mentor & student representative shared the posters & contact information of Anti Ragging Committee with the students via whats app group and Google groups.
5. The posters of members of Anti - Ragging Committee which is constituted for the academic year 2023-24 should be displayed along with their contact details, in all prominent places, such as Canteen, Hostels, Library and Notice boards of all departments.




Principal
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune



"Empowerment through quality technical education"
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Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.
Department of Computer Engineering

Form No. IQAC/30

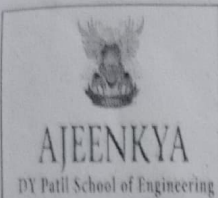
Following members were present for the meeting:

Sr.No.	Name of the Member	Representation	Sign
1	Dr. Pankaj Agarkar	Chairman	
2	Dr. Niranjana Shegaonkar	Representative of faculty member(Gents)	
3	Dr. Shobha Rupanar	Representative of faculty member(Ladies)	
4	Mr. Archis Borate	Representative of Senior Student(Gents)	
5	Ms. Chetan Patil	Representative of Senior student(Ladies)	
6	Mr. Rakesh Kumar Singh	Representative of Fresher Student(Gents)	
7	Ms. Mansi Gite	Representative of Fresher Student(Ladies)	
8	Mr. Ashok Patil	Representative of Parent	
9	Mr. Gorakhnath Deshmukh	Representative of Non-Teaching Staff	



Principal

Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune



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Department of Computer Engineering

Form No. IQAC/30

Anti-Ragging Complaints List

Academic Year 2023-24

Sr.No	Type Of Complaint	Number of complaints received
1	Eve-teasing	None
2	Unsavoury remarks	None
3	Jokes causing or likely to cause discomfort or embarrassment	None
4	Gender-based insults or sexist remarks	None
5	Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like.	None
6	Touching or brushing against any part of the body and the like	None
7	Displaying of pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings	None
8	Forcible physical touch or molestation	None
9	Physical confinement against one's will and any other act likely to violate one's privacy.	None
10	Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.	None

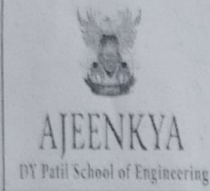
Anti-Ragging Committee Chairman

Principal, ADYPSOE

Principal

**Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune**



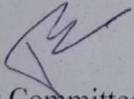


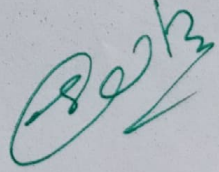
"Empowerment through quality technical education"
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.
Department of Computer Engineering

Form No. IQAC/30

Anti-Ragging Committee Action Report 2023-24

1. All Anti ragging committee members found that there are no occurrences of ragging activity and no oral or written complaints from any student.
2. All Anti ragging committee members ensured that awareness is created among students and staff about Ragging.
3. All Anti ragging committee members observed no inappropriate activity during college functions and any other activities held throughout the year.


Anti-Ragging Committee Chairman


Principal, ADYPSOE
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune



**Internal Complaint/Women's Grievances
Redressal Committee**



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

AJEENKYA

DY PATIL SCHOOL OF ENGINEERING

(Formerly known as DY Patil School of Engineering)

AICTE ID - 1-3847411

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(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

Date: 20.07.2023

Internal Complaint Committee

Notice

A meeting of internal complaint Committee will be held on 24th July 2023.

Agenda:

- (1) Awareness about the aim, objectives, and ICC policy against Sexual harassment of women in the Institute.
- (2) Discuss about mechanism for the prevention and redressal of sexual harassment cases & various issues/complaints received if any against Women Sexual harassment.
- (3) Discussion about International Care Day celebration

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

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Internal complaint Committee

Minutes of Meeting held on 24th July 2023

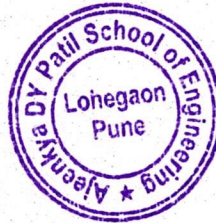
A meeting of Internal Complaint committee was held on 24th July 2023. Following points were discussed in the meeting:

- (1) Informed to communicate the aim, objectives, and ICC policy against Sexual harassment of women in the Institute with girl students and lady faculty members.
- (2) Discussed and informed to communicate about mechanism for the prevention and redressal of sexual harassment cases and discussed various issues/complaints received if any against Women Sexual harassment.
- (3) Arranged the International Care Day on 24.07.2023

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



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SPPU PUN Code: CEGP015720

Internal Complaint Committee

Action Taken Report on Meeting held on 24th July 2023

(1) Actions Taken to resolve Items-1

Communicated the aim, objectives, and ICC policy against Sexual harassment of women in the Institute with girl students and lady faculty members.

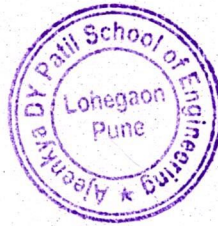
(2) Action Taken to resolve Item-2

Communicated about mechanism for the prevention and redressal of sexual harassment cases

(3) Action Taken to resolve Item-3

No such complaints received against Women Sexual harassment.

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



"Empowerment through quality technical education"
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(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

Date: 04.10.2023

Internal Complaint Committee

Notice

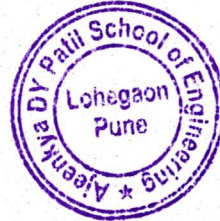
A meeting of internal complaint Committee is scheduled on 06th October 2023

Agenda:

- (1) Discuss various issues/complaints received against Women harassment if any.
- (2) Conduct programs on gender sensitization.

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



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Internal complaint Committee

Minutes of Meeting held on 06th October 2023

A meeting of Internal Complaint committee was held on 06th October 2023. Following points were discussed in the meeting:

- (1) Discussed about various issues/complaints received against Women harassment if any.
- (2) Instructed to arrange the programs on gender sensitization for girl students and lady faculty members.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	
7	Mr. Kautubh Juvekar	Student Representative Boys	
8	Mr. Varun Shashikant Patil	Student Representative Boys	
9	Ms. Sadiya Sayyad	Student Representative Girls	

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



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Dr DY Patil Educational Enterprises Charitable Trust's

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SPPU PUN Code: CEGP015720

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Internal Complaint Committee

Action Taken Report on Meeting held on 06th October 2023

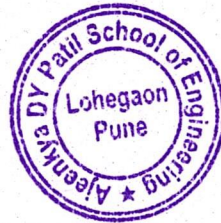
(1) Actions Taken to resolve Items-1

No such complaints received against Women Sexual harassment.

(2) Action Taken to resolve Item-2

Various awareness events are planned on gender sensitization for girl students and lady faculty members.

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

AJEENKYA

DY PATIL SCHOOL OF ENGINEERING

(Formerly known as DY Patil School of Engineering)

(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

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AICTE ID - 1-3847411

AISHE Code: C-46648

DTE Code: EN6732

SPPU PUN Code: CEGP015720

Date: 04.02.2024

Internal Complaint Committee

Notice

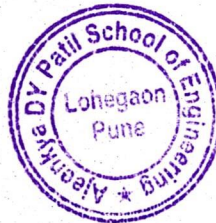
A meeting of internal complaint Committee will be held on 06th February 2024.

Agenda:

- (1) Explain the aim, objectives and policy against harassment of women at the Institute
- (2) Informed to arrange to various awareness events about prevention of sexual harassment of women at the Institute.
- (3) Discussion on various issues/complaints received against Women harassment if any.

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

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Internal Complaint Committee Minutes of Meeting held on 06th February 2024

A meeting of Internal complaint Committee was held on 06th February 2024. Following points were discussed in the meeting:

- (1) Informed to communicate the aim, objectives, and policy against harassment of women at the Institute
- (2) Informed to arrange to various awareness events about prevention of sexual harassment of women at the Institute.
- (3) Discussed on various issues/complaints received against Women harassment if any.
No complaints received.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	
7	Mr. Kautubh Juvekar	Student Representative Boys	
8	Mr. Varun Shashikant Patil	Student Representative Boys	
9	Ms. Sadiya Sayyad	Student Representative Girls	

Dr. Saniya Ansari
Presiding Officer

Dr. F. B. Sayyad
Principal





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(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

Date:

Internal Complaint Committee

Action Taken Report on Meeting held on 06th February 2024

(1) Actions Taken to resolve Items-1

Communicated the aim, objectives, and ICC policy against Sexual harassment of women in the Institute with girl students and lady faculty members.

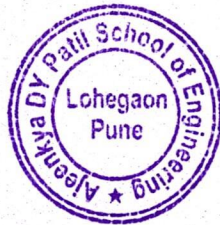
(2) Action Taken to resolve Item-2

The awareness events are organized like, Self-Esteem Event for Girl Students and Mental & Physical Health.

(3) Action Taken to resolve Item-3

No such complaints received against Women Sexual harassment.

Dr.Saniya Ansari
Presiding Officer



Dr F.B.Sayyad
Principal



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Date: 01.04.2024

Internal Complaint Committee

Notice

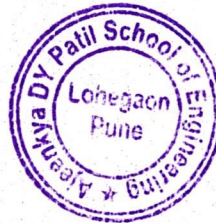
A meeting of internal complaint Committee was held on 01st April 2024.

Agenda:

- (1) Discussion on conduction of events for Women empowerment
- (2) Discussion on complaints/issue related women in Institute

All the Committee Members are requested to attend the Meeting.

Dr. Saniya Ansari
Presiding Officer



Dr. F. B. Sayyad
Principal



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Dr DY Patil Educational Enterprises Charitable Trust's

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DY PATIL SCHOOL OF ENGINEERING
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DTE Code: EN6732

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(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)
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Internal Complaint Committee

Minutes of Meeting held on 01st April 2024

A meeting of Internal Complaint Committee was held on 01st April 2024. Following points were discussed in the meeting:

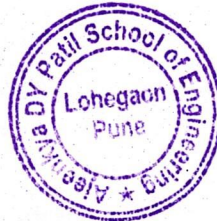
- (1) Discussion on conduction of events for Women empowerment.
- (2) Discussion on complaints/issue related with women harassment in Institute. No such complaints received.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. Saniya Ansari	Presiding Officer	
2	Prof. Prajakta Khairnar	Lady Faculty-1	
3	Prof Pallavi Shimpi	Lady Faculty-2	
4	Ms. Madhuri Mane	Non-Teaching lady staff-1	
5	Ms. Ashwini Patil	Non-Teaching lady staff-2	
6	Adv. Deepali Swami	Member from Non-Govt Organization	
7	Mr. Kautubh Juvekar	Student Representative Boys	
8	Mr. Varun Shashikant Patil	Student Representative Boys	
9	Ms. Sadiya Sayyad	Student Representative Girls	

Dr. Saniya Ansari
Presiding Officer

Dr. F. B. Sayyad
Principal





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AICTE ID - 1-3847411

AISHE Code: C-46648

DTE Code: EN6732

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Internal Complaint Committee

Action Taken Report on Meeting held on 03rd April 2024

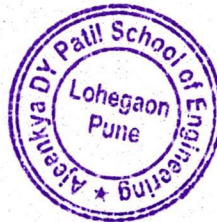
(1) Action Taken to resolve Item-1:

The event titled as "**Sexual Harassment in the organization**" was organized on 03.04.2024 for the girl students and Lady faculty members.

(2) Action Taken to resolve Item-2:

No such complaints received.

Dr. Saniya Ansari
Presiding Officer



Dr F.B. Sayyad
Principal

General Grievance Redressal Commitee

Date: 05.07.2024

General Grievance Redressal Committee

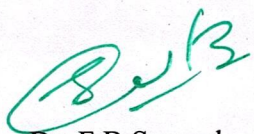
Meeting Notice-01

(A.Y 2024-25 Sem I)

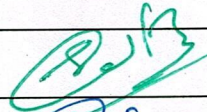
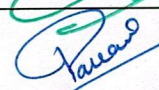
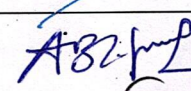
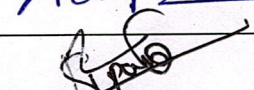

All the GGRC committee members are hereby informed to attend the meeting of General Grievance Redressal Committee on 8th July 2024 in Principal cabin by 11.00am sharp.

Agenda:

- Recap of GGRC's achievements and challenges from the previous academic year.
- Preparation and planning for the upcoming academic year.
- Assignment of responsibilities and roles within GGRC.
- Any other business.


Dr. F.B.Sayyad
Principal

Following members are expected for the Meeting-

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M.Shimpi	Senior Teacher(SC/ST/OBC Category Representative) - Coordinator	
3	Prof. Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms.Sadiya Sayyad	Student (College Representative)	



Date-08/07/2024

General Grievance Redressal Committee

Minutes of Meeting 01

(A.Y 2024-25 Sem I)

The meeting commenced with Principal Sir welcoming GGRC members and emphasizing the importance of the committee in maintaining a conducive academic environment.

1. Recap of Achievements and Challenges: Principal Sir reviewed GGRC's achievements and challenges from the previous academic year, highlighting areas for improvement.

2. Preparation for Upcoming Academic Year: Strategies discussed included conducting training sessions, reviewing and updating the grievance redressal policy, and enhancing communication channels.

3. Assignment of Responsibilities: Roles and responsibilities within GGRC were clarified, ensuring efficient functioning.

4. Other Issues: Regular meetings and a feedback mechanism were established to monitor progress and address emerging issues.

Conclusion:

Principal Sir thanked GGRC members for their participation and dedication, emphasizing the importance of GGRC in fostering a supportive academic environment.





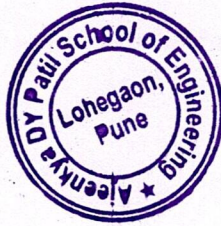
AJEENKYA

Dr. D. Y. Patil School of Engineering

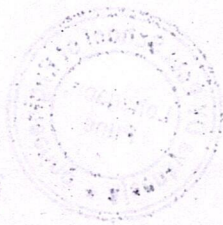
Dr. D. Y. Patil Group of Institutions' Technical Campus
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher (SC/ST/OBC Category Representative) - Coordinator	
3	Prof. Amol B. Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms. Sanyukta Waghmare	Student (College Representative)	



Dr. F. B. Sayyad
Principal



Date-24/07/2024

General Grievance Redressal Committee

Action Taken Report (A.Y 2024-25)

Meeting 1 held on 08/07/2024

1. Recap of Achievements and Challenges

- Action Taken: Principal Sir reviewed GGRC's achievements and challenges from the previous academic year and identified areas for improvement.

- Status: Complete

- Next Steps: Implementation of improvements in the upcoming academic year

2. Preparation for Upcoming Academic Year

- Action Taken:

- Conducted training sessions for GGRC members on grievance handling and conflict resolution

- Reviewed and updated the grievance redressal policy to align with current regulations and best practices

- Enhanced communication channels for faster resolution of grievances

- Status: Complete

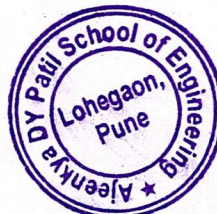
3. Assignment of Responsibilities

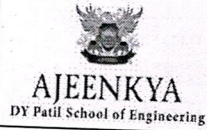
- Action Taken: Clarified roles and responsibilities within GGRC, ensuring efficient functioning

- Status: Complete

4. Other Issues

- Action Taken:





Dr. D. Y. Patil Group of Institutions' Technical Campus
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

- Scheduled regular meetings to monitor progress and address emerging issues
- Established a feedback mechanism to solicit input from students and faculty regarding GGRC's performance
- Status: Complete

Conclusion:

All action items have been completed, and next steps are outlined above. The GGRC is now better equipped to handle grievances and ensure a conducive academic environment in the upcoming academic year.



Dr. F.B. Sayyad
Chairperson

Date-28/09/2023



Date: 26.06.2023

General Grievance Redressal Committee

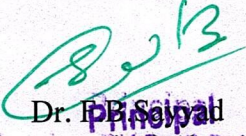
Meeting Notice-01

(A.Y 2023-24 Sem I)

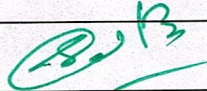
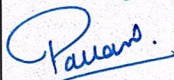
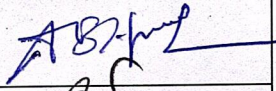
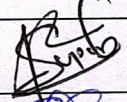
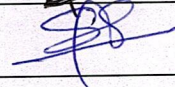
All the GGRC committee members are hereby informed to attend the meeting of General Grievance Redressal Committee on 30th June 2023 in Principal cabin by 11.00am sharp.

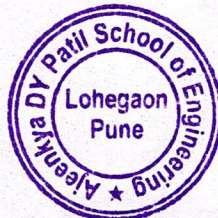
Agenda:

- Recap of GGRC's achievements and challenges from the previous academic year.
- Preparation and planning for the upcoming academic year.
- Assignment of responsibilities and roles within GGRC.
- Any other business.


Dr. F. B. Sayyad
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

Following members are expected for the Meeting-

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher(SC/ST/OBC Category Representative) - Coordinator	
3	Prof. Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms. Sadiya Sayyad	Student (College Representative)	



Date-30/06/2023

General Grievance Redressal Committee

Minutes of Meeting 01

(A.Y 2023-24 Sem I)

The meeting commenced at 11.30am with Principal Sir welcoming all members of the General Grievance Redressal Committee (GGRC) and expressing gratitude for their commitment to student welfare. The principal highlighted the importance of GGRC in maintaining a conducive academic environment and ensuring prompt resolution of grievances.

1: Recap of GGRC's achievements and challenges from the previous academic year

Principal sir initiated the discussion by recapping the key achievements of GGRC in the past year, including the number of grievances resolved and the improvements made in grievance handling procedures. Challenges faced by GGRC, such as procedural delays and communication issues, were also reviewed to identify areas for improvement.

2: Preparation and planning for the upcoming academic year

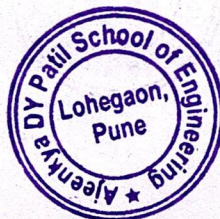
The principal emphasized the need for GGRC to be proactive and prepared for the challenges of the new academic year (2023-24) Strategies discussed included:

- Conducting regular training sessions for GGRC members on grievance handling and conflict resolution.
- Reviewing and updating the grievance redressal policy to ensure alignment with current regulations and best practices.
- Enhancing communication channels to facilitate faster resolution of grievances.

3: Assignment of responsibilities and roles within GGRC

Roles and responsibilities within GGRC were clarified to ensure efficient functioning as per the office order for 2023-24. Each member's role in grievance handling, documentation, and liaison with relevant departments was discussed and agreed upon.

4: Any other issues: Principal Sir encouraged GGRC members to share any additional suggestions or concerns. It was noted that: Regular meetings will be scheduled throughout the academic year

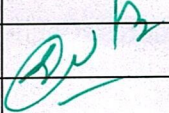
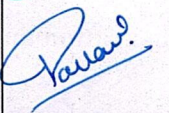
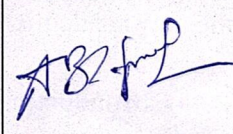
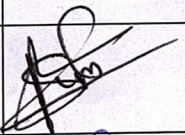
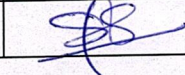


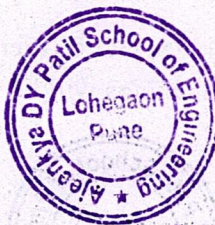
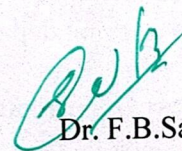
to monitor progress and address emerging issues. A feedback mechanism will be established to solicit input from students and faculty regarding GGRC's performance.

Conclusion:

Principal Sir concluded the meeting by thanking all GGRC members for their participation and dedication. The importance of GGRC in fostering a supportive academic environment was reiterated, and members were encouraged to approach the new academic year with renewed enthusiasm and commitment.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher (SC/ST/OBC Category Representative) - Coordinator	
3	Prof Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms. Sanyukta Waghmare	Student (College Representative)	

Dr. F. B. Sayyad

Principal

Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

Date-20/07/2023

General Grievance Redressal Committee

Action Taken Report (A.Y 2023-24)

Meeting 1 held on 30/06/2023

1. Recap of GGRC's Achievements and Challenges from the Previous Academic Year

- **Review of Achievements:** A comprehensive report on the achievements of GGRC, including the number of grievances resolved and improvements made, has been prepared and shared with all members for 2022-23.
- **Assessment of Challenges:** A detailed analysis of the procedural delays and communication issues faced last year has been conducted.
- **Plan for Improvement:** Strategies for addressing the identified challenges have been discussed and reviewed.

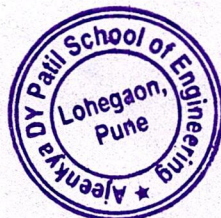
2. Preparation and Planning for the Upcoming Academic Year (2023-24) Regular meetings communicated for GGRC members on grievance handling and conflict resolution have been scheduled.

Policy Review and Update if needed- A review of the grievance redressal policy is underway to ensure it aligns with current regulations and best practices.

Enhancing Communication Channels:- Plans to enhance communication channels for faster grievance resolution have been developed and implementation has begun.

3. Assignment of Responsibilities and Roles within GGRC

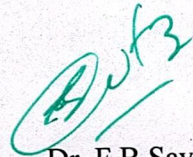
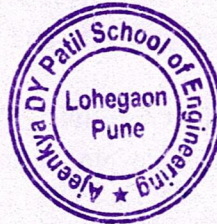
- **Role Clarification:**
 - The roles and responsibilities of GGRC members have been communicated and distributed according to the office order for 2023-24.
- **Training on Roles:**
 - A briefing session has been conducted to clarify each member's role in grievance handling, documentation, and liaison with relevant departments.



4. Any Other Issues

- **Regular Meetings:**
 - A schedule for regular GGRC meetings throughout the academic year has been created to monitor progress and address emerging issues.
- **Feedback Mechanism:**
 - A feedback mechanism to solicit input from students and faculty regarding GGRC's performance has been established and is now operational.

This Action Taken Report summarizes the key actions completed in response to the decisions made during the meeting held on 19th September 2023. The responsible persons are assigned to ensure that each action is carried out effectively within the stipulated timeframe.

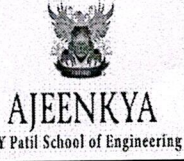


Dr. F.B. Sayyad

Chairperson

Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune





Dr. D. Y. Patil Group of Institutions' Technical Campus
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

Date: 15.09.2023

General Grievance Redressal Committee

Meeting Notice-02

(A.Y 2023-24 Sem I)

All the GGRC committee members are hereby informed to attend the meeting of General Grievance Redressal Committee on 19th Sept 2023 in Principal cabin by 12.45noon sharp. Faculties adjust their load to attend the meeting, if any.

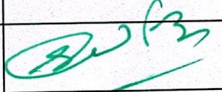

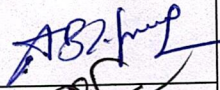
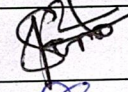
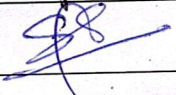
Agenda:

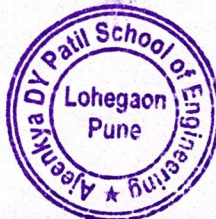
1. Student Participation in Youth Festival 2023 Organized by SPPU.
2. Smart Boards in Classrooms and updated Projectors.
3. Air Conditioning Provision in Computer Labs.
4. Provision of Clean Drinking Water, Washrooms, and Ladies Room.
5. Open Floor for Additional Items and Suggestions.
6. Closing Remarks and Next Meeting Schedule


Dr. F.B. Sayyad

Principal

Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher (SC/ST/OBC Category Representative) - Coordinator	
3	Prof. Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms. Sadiya Sayyad	Student (College Representative)	



Date-19/09/2023

General Grievance Redressal Committee

Minutes of Meeting 02

(A.Y 2023-24 Sem I)

A meeting of General Grievance Redressal Committee was held online on 19th Sept 2023. Following points were discussed in the meeting.

Student Participation in Youth Festival 2023 Organized by SPPU

- Principal Sir reviewed the involvement of students in the Youth Festival 2023 organized by SPPU.
- Feedback from students and faculty was discussed, highlighting both positive aspects and areas for improvement.

Decisions Made:

- Increase support for students participating in future events by providing additional resources and preparation sessions.

2. Smart Boards in Classrooms and Updated Projectors

- The need for smart boards and updated projectors in classrooms was discussed, including current limitations and benefits.

Decisions Made:

- Approve the purchase and installation of smart boards and updated projectors in all major classrooms.
- Allocate a budget of [Amount] for this upgrade.

3. Air Conditioning Provision in Computer Labs

- Issues related to temperature control in computer labs were reviewed, and the need for air conditioning was emphasized.

Decisions Made:

- Approve the installation of air conditioning units in all computer labs.
- Allocate a budget of [Amount] for the installation.



4. Provision of Clean Drinking Water, Washrooms, and Ladies Room

- The current state of facilities, including clean drinking water, washrooms, and the ladies' room, was assessed. Issues and improvements were discussed.

Decisions Made:

- Immediate actions to enhance cleanliness and maintenance.
- Develop a long-term plan for facility upgrades.

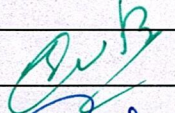
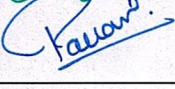
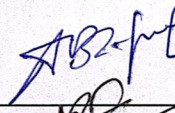


5. Open Floor for Additional Items and Suggestions

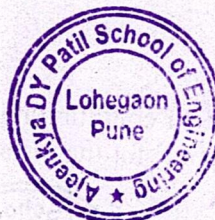
- Principal Sir invited members to share additional suggestions or concerns.

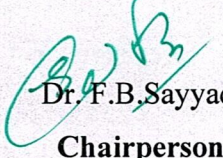
Decisions Made:

- Regular meetings will be scheduled throughout the academic year to monitor progress and address emerging issues.
- Establish a feedback mechanism to gather input from students and faculty regarding GGRC's performance.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher(SC/ST/OBC Category Representative) - Coordinator	
3	Prof Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms.Sanyukta Waghmare	Student (College Representative)	




Dr. F. B. Sayyad
Chairperson
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

Date-28/09/2023

General Grievance Redressal Committee

Action Taken Report

Meeting 2 held on 19/09/2023

1. Student Participation in Youth Festival 2023 Organized by SPPU-Review of student involvement in the Youth Festival 2023. Analysis of feedback from students and faculty, focusing on successes and areas for improvement.

- **Increased Support:** Plans to provide additional support and resources for student participation in future events have been developed.
- **Feedback Collection:** Gathering detailed feedback from participants to inform future improvements.

2. Smart Boards in Classrooms and Updated Projectors

- The need for smart boards and updated projectors in classrooms was discussed, including the benefits and current limitations.

Actions Taken:

- **Approval and Budget Allocation:** Approval for the purchase and installation of smart boards and updated projectors in all major classrooms has been granted. A budget of [Amount] has been allocated.
- **Procurement Process:** Initiated the procurement process for smart boards and updated projectors.

3. Air Conditioning Provision in Computer Labs- Discussion on issues related to temperature control in computer labs and the need for air conditioning.

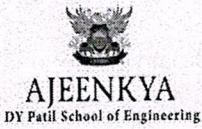
Actions Taken:

- **Approval and Budget Allocation:** Approval for the installation of air conditioning units in all computer labs has been granted, with a budget of [Amount] allocated.
- **Installation Planning:** Plans to obtain quotes and schedule the installation of air conditioning units are underway.

4. Provision of Clean Drinking Water, Washrooms, and Ladies Room

- Assessment of the current state of facilities, including drinking water, washrooms, and the ladies' room.





Dr. D. Y. Patil Group of Institutions' Technical Campus
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Actions Taken:

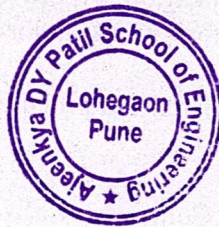
- **Immediate Maintenance:** Initiated actions to improve cleanliness and maintenance of these facilities.
- **Long-Term Upgrades:** Developed a plan for long-term upgrades to the facilities.

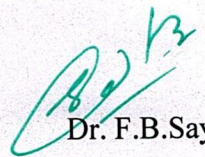
5. Open Floor for Additional Items and Suggestions

- Members were invited to share additional suggestions or concerns.

Actions Taken:

- **Regular Meetings:** Scheduled regular GGRC meetings throughout the academic year to monitor progress and address issues.
- **Feedback Mechanism:** Established a feedback mechanism to gather input from students and faculty on GGRC's performance.





Dr. F.B.Sayyad

Chairperson

Ajeenkya DY Patil School of Engineering, Lohegaon, Pune



AJEENKYA
DY Patil School of Engineering

Dr. D. Y. Patil Group of Institutions' Technical Campus
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

Date: 29.12.2023

General Grievance Redressal Committee

Meeting Notice-03

(A.Y 2023-24 Sem II)

All the GGRC committee members are hereby informed to attend the meeting of General Grievance Redressal Committee on 2nd Jan 2024 in Principal cabin by 11.00am sharp.

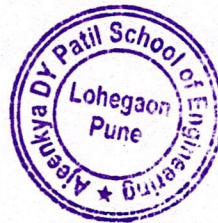
Agenda:

1. Requirement of a Smart Projector.
2. Provision of Fans for Faculty.
3. Requirement of a Day Care on Campus.
4. Any other

Dr. F.B.Sayyad
Principal
Principal

Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M.Shimpi	Senior Teacher(SC/ST/OBC Category Representative) - Coordinator	
3	Prof. Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms.Sadiya Sayyad	Student (College Representative)	



Date-3/01/2024

General Grievance Redressal Committee

Minutes of Meeting 03

(A.Y 2023-24 Sem I)

A meeting of General Grievance Redressal Committee was held online on 2nd Jan 2024. Following points were discussed in the meeting.

1. Smart Projector Requirement

- The need for a smart projector in the conference room was discussed.
- It was agreed that the IT department would research and provide a quote for the purchase and installation of a smart projector by the next meeting.

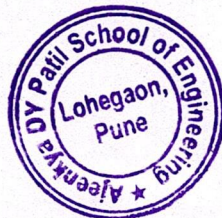
2. Provision of Fans for Faculty

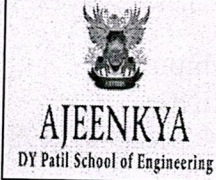
- The request for fans in faculty offices was discussed.
- It was agreed that the facilities team would install fans in all faculty offices by the end of the week.

3. Day Care on Campus

- The proposal for a day care center on campus was discussed.
- A task force was formed to explore the feasibility and logistics of setting up a day care center, with a report due in three weeks.

As a Member secretary Prof.Pallavi M.Shimpi putted all above issues in front of Chairman of GRCC Dr.F.B.Sayyad for further actions to be taken. Meeting was concluded with declaration of next meeting date. (Probably in April)

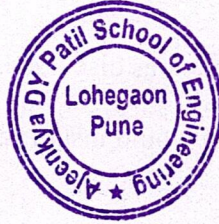




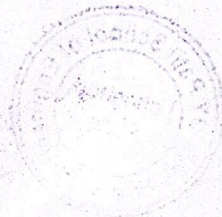
Dr. D. Y. Patil Group of Institutions' Technical Campus
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

Following members were present for the meeting:

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher(SC/ST/OBC Category Representative) - Coordinator	
3	Prof Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr, Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms.Sanyukta Waghmare	Student (College Representative)	



Dr. F.B.Sayyad
Principal
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune



Date: 01.04.2024

General Grievance Redressal Committee

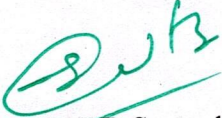
Meeting Notice-04

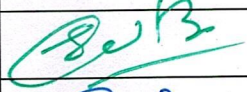
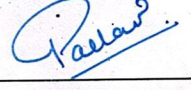
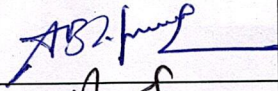
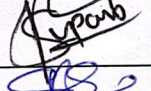

(A.Y 2023-24 Sem II)

All the GGRC committee members are hereby informed to attend the meeting of General Grievance Redressal Committee on 5th April 2024 in Principal cabin by 12.00noon sharp.

Agenda:

1. Requirement of New Notice Boards
2. Requirement of Tables and Drawers
3. Bus Facility from Aalandi to college.


Dr. F.B. Sayyad
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune

Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher(SC/ST/OBC Category Representative) - Coordinator	
3	Prof. Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr. Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms. Sadiya Sayyad	Student (College Representative)	



Date-18/01/2024

General Grievance Redressal Committee

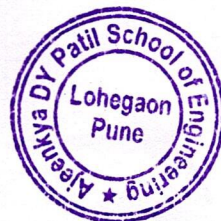
Action Taken Report

Meeting 3 held on 02/01/2024

1. IT Department: Smart Projector Installation
 - Action Taken: Researched and provided a quote for the purchase and installation of a smart projector.
 - Status: Complete
 - Next Steps: Awaiting approval to proceed with installation
2. Facilities Team: Fan Installation in Faculty Offices
 - Action Taken: Installed fans in all faculty offices as requested.
 - Status: Complete
3. Task Force: Day Care Center Feasibility
 - Action Taken: Conducted a feasibility study and presented findings to the management team.
 - Status: Complete
 - Next Steps: Awaiting decision on whether to proceed with setting up a day care center
4. Sustainability Committee: Recycling Program Plan
 - Action Taken: Developed a comprehensive plan for implementing a recycling program on campus.
 - Status: Complete
 - Next Steps: Awaiting approval to proceed with implementation

Conclusion:

All action items have been completed, and next steps are outlined above. The smart projector installation and day care center feasibility decisions are pending approval, while the recycling program plan awaits approval for implementation.




Dr. F.B. Sayyad

**Chairperson
Principal**
**Ajeenkya DY Patil School of
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Date-05/04/2024

General Grievance Redressal Committee
Minutes of Meeting 04
(A.Y 2023-24 Sem II)

A meeting of General Grievance Redressal Committee was held online on 05th April 2024.

Following points were discussed in the meeting.

1. New Notice Boards Requirement

- The need for new notice boards in the college premises was discussed.
- It was agreed that the administration team would identify the required locations and submit a proposal for the purchase and installation of new notice boards.

2. Tables and Drawers Requirement

- The request for additional tables and drawers in the faculty rooms was discussed.
- It was agreed that the facilities team would assess the requirement and provide a quote for the necessary furniture by the next meeting.

3. Bus Facility from Aalandi to College

- The proposal for a bus facility from Aalandi to the college was discussed.
- It was agreed that the administration team would explore options and provide a report on the feasibility and logistics of implementing a bus service by the next meeting.



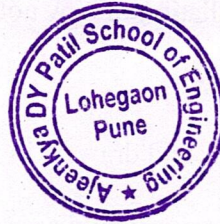


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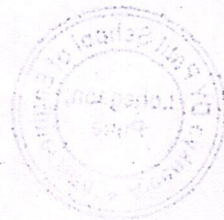
Following members were present for the meeting:

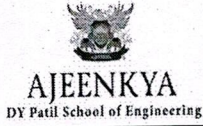
Sr No	Name of Committee Member	Designation	Signature
1	Dr. F. B. Sayyad	Chairperson	
2	Prof. Pallavi M. Shimpi	Senior Teacher (SC/ST/OBC Category Representative) - Coordinator	
3	Prof Amol B Gaikwad	Senior Teacher (SC/ST/OBC Category Representative)	
4	Dr, Shobha Rupnar	Senior Teacher (Ladies Representative)	
5	Ms.Sanyukta Waghmare	Student (College Representative)	



Dr. F.B.Sayyad

Principal
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pur





Dr. D. Y. Patil Group of Institutions' Technical Campus
AJEENKYA DY PATIL SCHOOL OF ENGINEERING
Dr. D. Y. Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune - 412 105.

Date-10/04/2024

General Grievance Redressal Committee

Action Taken Report

Meeting 4 held on 05/04/2024

1. Administration Team: New Notice Boards Proposal

- Action Taken: Identified locations and submitted a proposal for the purchase and installation of 5 new notice boards.

- Status: Complete

- Next Steps: Awaiting approval to proceed with installation

2. Facilities Team: Furniture Requirements

- Action Taken: Assessed the requirement and provided a quote for 10 tables and 20 drawers.

- Status: Complete

- Next Steps: Awaiting approval to proceed with purchase and installation

3. Administration Team: Bus Service Feasibility Report

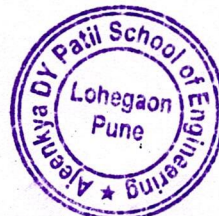
- Action Taken: Researched and submitted a feasibility report on implementing a bus service from Aalandi to the college, including estimated costs and logistics.

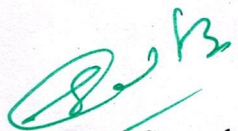
- Status: Complete

- Next Steps: Awaiting decision on whether to proceed with implementing the bus service

Conclusion:

All action items have been completed, and next steps are outlined above. The new notice boards and furniture purchases, as well as the bus service implementation, are pending approval.




Dr. F.B. Sayyad

Chairperson
Principal
Ajeenkya DY Patil School of
Engineering, Lohegaon, Pune