

# RANI BIRLA GIRLS' COLLEGE

38, Shakespeare Sarani, Kolkata- 700017



## *Criterion Name: 5*

*Index No: 5.1.4*

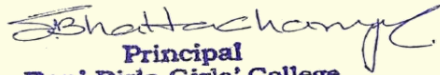
*Subtitle: THE INSTITUTION ADOPTS THE FOLLOWING FOR REDRESSAL OF STUDENT GRIEVANCES INCLUDING SEXUAL HARASSMENT AND RAGGING CASES.*

**GRIEVANCE REDRESSAL  
CELL**

## DECLARATION

In respect of the constitution/functioning of the three statutory committees, namely, Grievance Redressal Cell, Anti-Ragging Cell and Internal Complaints Committee existing in our college, may we state that, we have attached the records as available with us along with corroborative annexures etc wherever relevant.

**Authenticated**

  
**Principal**  
**Rani Birla Girls' College**  
**Kolkata - 700017**


## FORMATION OF THE FIRST GRIEVANCE REDRESSAL CELL FROM SESSION 2008-09

RANI BIRLA GIRLS' COLLEGE, KOLKATA

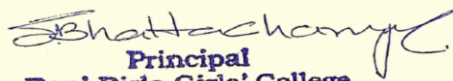
Date : 13/08/2008

SUB-COMMITTEES TO THE TEACHERS' COUNCIL FOR 2008-2009

Sub-Committees	Convener and Members
1. Routine / Time Table	NC <sub>2</sub> (Convener), KP, SD, KB.
2. College Examination	MRG (Convener), JGW, DD, AS <sub>2</sub>
3. Magazine	NC <sub>1</sub> (Convener), MRG, MSG, ADB, AS <sub>2</sub>
4. Academic Journal	DB (Convener), SM, PC, SB, SGR, SBJ.
5. Admission	All HoDs.
6. Cultural and Extra Curricular	NC <sub>2</sub> (Convener), BSG, KB, DD, AS <sub>2</sub> , MR, TB, MBB. / NC <sub>1</sub>
7. Grievance	Principal (Convener), TCS, SD
8. Sports	SD (Convener), AS <sub>1</sub> , BSG, NC <sub>2</sub>
9. Social Service and Extension	PC (Convener), SM, BSG, NC <sub>2</sub> , Librarian.
10. Canteen	PC (Convener), DB, SBJ, TB, MBB.
11. Students' Advisory	SM (Convener), KP, PC, MSG.
12. Excursion	SR (Convener), KP, SD, SB, ADB.
13. Seminar	DB, SGR (Jt. Conveners), MG, SM, KP, MRG, PC, NC <sub>1</sub> , BSG, JGW, SBJ, KB, AS <sub>2</sub> , TB, DD.

  
 Principal

**Authenticated**

  
**Principal**  
**Rani Birla Girls' College**  
**Kolkata - 700017**

## GRIEVANCE REDRESSAL CELL 2018-19 to 2019-20

NAME	DESIGNATION
Dr. Sunetra Sinha	Chairperson
Jyoti Gurpeet Walia	Member
Dr. Pushpa Tiwary	Member

## SCREENSHOT OF BANGLAR UCCHASIKSHA PORTAL



The screenshot displays the 'Other Details' section of the Grievance Redressal Committee portal. It features a table with the following data:

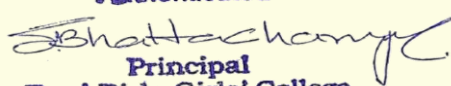
Grievance Redressal Committee			
Name of the Convener/Member	Designation	Contact Number	Email Id
SUNETRA SINHA	PRINCIPAL	9830047458	sunetra1208@yahoo.com
PUSHPA TIWARY	ASSISTANT PROFESSOR	9474547639	pushpa.tiwary39@gmail.com
JYOTI GURPEET WALIA	ASSISTANT PROFESSOR	9831077298	contact@rbgc.in

Below the table, there are two summary statistics:

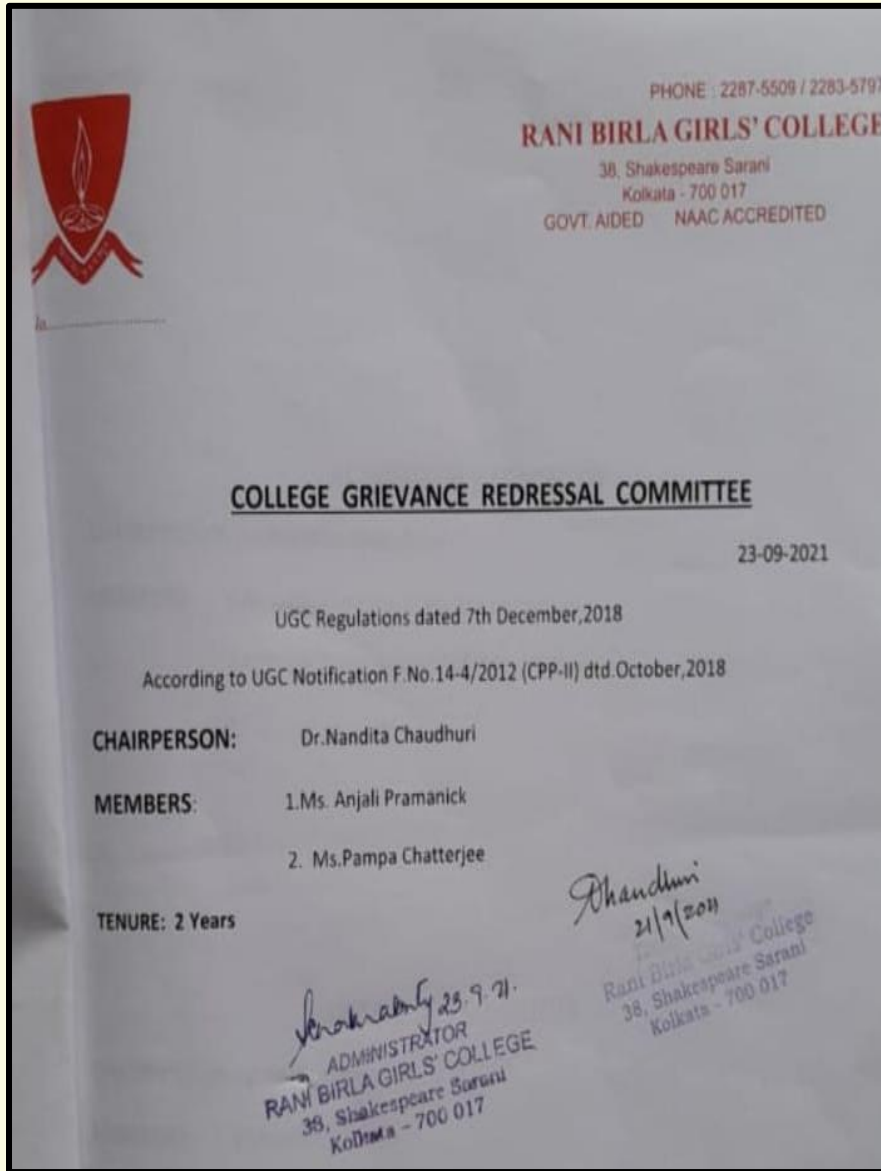
Number of Complaints Registered During Current Year	Number of Complaints Disposed Off
0	0

## GRIEVANCE REDRESSAL CELL 2020-21

NAME	DESIGNATION
Dr. Nandita Chaudhuri	Chairperson
Jyoti Gurpeet Walia	Member
Dr. Pushpa Tiwary	Member

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**Principal**  
**Rani Birla Girls' College**  
**Kolkata - 700017**

# RECONSTITUTION OF GRIEVANCE REDRESSAL CELL 2021 – 2022



**Authenticated**

*Shattacharya*  
**Principal**  
**Rani Birla Girls' College**  
**Kolkata - 700017**

# RECONSTITUTION OF GRIEVANCE REDRESSAL CELL 2022-23



No. \_\_\_\_\_

PHONE : 2267-5509 / 2263-5797  
**RANI BIRLA GIRLS' COLLEGE**  
38, Shakespeare Sarani  
Kolkata - 700 017  
GOVT. AIDED NAAC ACCREDITED

37/Notice/Prin/2023

22/04/2023

## NOTICE

This is to notify all concerned that as per Resolution no. 1 dated 20/04/2023 of the Administrator of Rani Birla Girls' College, the following statutory cells have been reconstituted and approved:

### ANTI-RAGGING CELL

- Dr. Srabanti Bhattacharya- Chairperson
- Kalpana Biswas, Assistant Professor in Geography- Convenor
- Pampa Chatterjee, Associate Professor in Education – Member
- Dr. Priti Ghatani, Assistant Professor in Political Science
- Dr. Apala Dasgupta Barat, Assistant Professor in English
- Fauzia Javed, Assistant Professor in Political Science
- Dr. Apalak Das, Assistant Professor in History

### GRIEVANCE REDRESSAL CELL

- Dr. Srabanti Bhattacharya- Chairperson
- Kamalika Paul, Assistant Professor in Geography- Convenor
- Dr. Pushpa Tiwary, Assistant Professor in Hindi – Members
- Manab Mondal, Assistant Professor in Sociology - Member
- Sarmila Paul, Assistant Professor in English – Members
- Tarun Roy, Accountant – Member

DR. SRABANTI BHATTACHARYA  
PRINCIPAL  
RANI BIRLA GIRLS' COLLEGE  
38, SHAKESPEARE SARANI  
KOLKATA - 700017

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Principal  
Rani Birla Girls' College  
Kolkata - 700017

# ANTI-RAGGING CELL



## DECLARATION

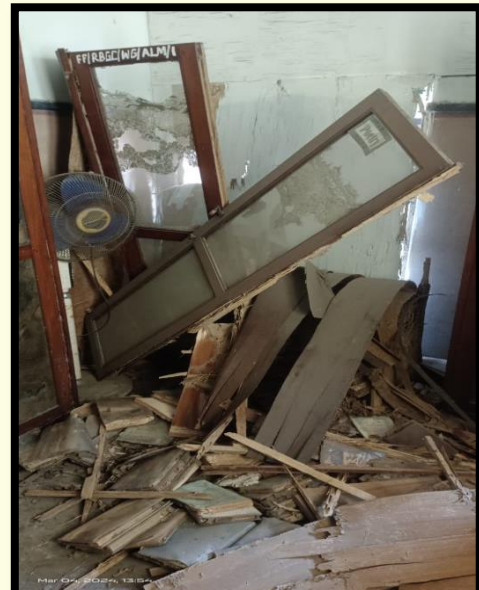
In respect of the constitution/functioning of the statutory committees namely, Anti-Ragging Cell existing in our college, may we state that, we have attached the records as available with us along with corroborative annexures etc wherever relevant.

It may be pertinent to state in this context that during the intervening period of Covid affliction, viz 2020-21/2021-22, due to various safety protocols, it was not possible to regularly use the premises for prolonged period of lockdown and in absence of the routine pesticide measures various files/ documents stocked in the almirahs, due to long disuse, have been destroyed by termites and thus cannot be furnished despite valid efforts. **These almirahs had records of our Anti-Ragging Committee documents.**

A few photographs of the termite ridden almirahs where the documents were stored, are attached for corroboration and record. However, as and where possible, some documents which could be immediately retrieved from our computers and other electronic devices, have been attached.



CUPBOARD 1

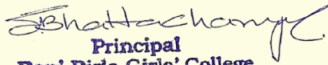


CUPBOARD 2

Authenticated  
*S. Bhattacharya*  
Principal  
Rani Birla Girls' College  
Kolkata - 700017

**CONSTITUTION OF AN ANTI-RAGGING CELL AS PER TEACHERS'  
COUNCIL RESOLUTION 2011-2012**

<b>POSITION</b>	<b>MEMBERS</b>
PRESIDING OFFICER	MR.K.B. MUKHERJEE HEAD CLERK
MEMBER	1.MRS. S.DAS ASSISTANT PROFESSOR, DEPARTMENT OF ENGLISH. 2.MRS. A DASGUPTA BARAT, DEPARTMENT OF ENGLISH. 3. MRS. M. SENGUPTA ASSISTANT PROFESSOR DEPARTMENT OF HISTORY
MEMBER (STUDENT)	MARIA FRANCIS, K. VIDYA, RIA ROY

**Authenticated**  
  
Principal  
Rani Birla Girls' College  
Kolkata - 700017

# RECONSTITUTION OF THE ANTI-RAGGING CELL, SESSION 2022-23



No. ....

PHONE : 2287-5509 / 2283-5797  
**RANI BIRLA GIRLS' COLLEGE**  
38, Shakespeare Sarani  
Kolkata - 700 017  
GOVT. AIDED NAAC ACCREDITED

37/Notice/Prin/2023

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### ANTI-RAGGING CELL

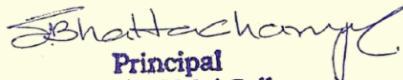
- Dr. Srabanti Bhattacharya- Chairperson
- Kalpana Biswas, Assistant Professor in Geography- Convenor
- Pampa Chatterjee, Associate Professor in Education – Member
- Dr. Priti Ghatani, Assistant Professor in Political Science
- Dr. Apala Dasgupta Barat, Assistant Professor in English
- Fauzia Javed, Assistant Professor in Political Science
- Dr. Apalak Das, Assistant Professor in History

### GRIEVANCE REDRESSAL CELL

- Dr. Srabanti Bhattacharya- Chairperson
- Kamalika Paul, Assistant Professor in Geography- Convenor
- Dr. Pushpa Tiwary, Assistant Professor in Hindi – Members
- Manab Mondal, Assistant Professor in Sociology - Member
- Sarmila Paul, Assistant Professor in English – Members
- Tarun Roy, Accountant – Member

  
**DR. SRABANTI BHATTACHARYA**  
PRINCIPAL  
RANI BIRLA GIRLS' COLLEGE  
38, SHAKESPEARE SARANI  
KOLKATA - 700017

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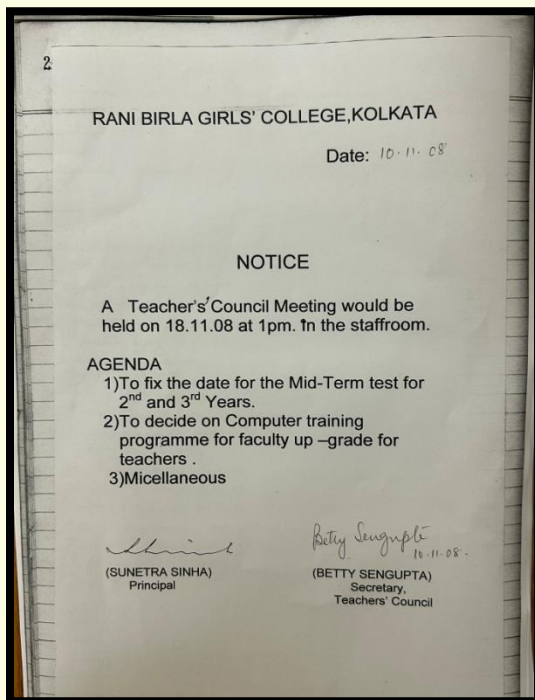
  
Principal  
Rani Birla Girls' College  
Kolkata - 700017

**INTERNAL COMPLAINTS  
COMMITTEE**

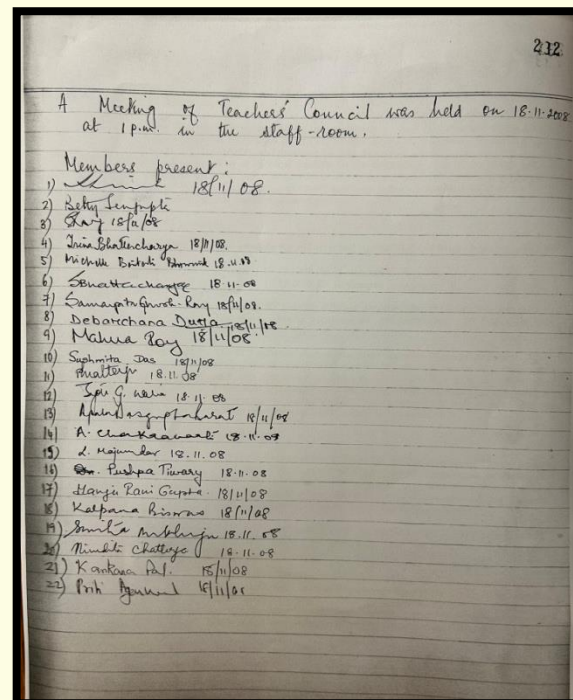
# RESOLUTION FOR FORMATION OF AWARENESS AGAINST SEXUAL HARASSMENT CELL

## MEETING HELD ON 18<sup>TH</sup> NOVEMBER 2008

### NOTICE



### MEMBERS PRESENT



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*S. Bhattacharyya*  
Principal  
Rani Birla Girls' College  
Kolkata - 700017

## MINUTES OF THE MEETING

### **MINUTES OF THE T.C. MEETING HELD ON 18.11.2008 AT 01 P.M. IN THE STAFF ROOM.**

The Principal Dr. Sunetra Sinha was requested to chair the meeting. Minutes of the meeting held on 18.11.2008 & 02.12.2008 were read and confirmed. The meeting started with the TCS reporting and thanking the convener of the standing committee, Ms. K. Pal, Head, Department of Political Science for the felicitation of retired teachers and non-teaching staff. The event held on 30.09.2008 was a great success and it was appreciated by all the ex-teachers. The convener thanked the cultural committee member and all the staff members for their co-operation and help.

At the meeting,

Item No. 1 The schedule for mid-term test was decided and fixed. It was resolved,

Reso 2<sup>nd</sup> year – 15.12.2008 for all Honours.  
16.12.2008 for all General.

Regarding 3<sup>rd</sup> year the different departments will fix according to their Discretion. Marks allotment for mid-term test – 25 marks for each subject.

Item No. 2 The TCS informed the staff members about the computer training programme organized by Webel for teachers. It was 30 Hrs. Programme split into two slots – 6 days 5 Hrs or 12 days 2 ½ Hrs. Fees were exempted. The feasibility of the course would be worked out depending on the number of teachers willing to participate. It was decided that the willing teachers would submit their names to the TCS.

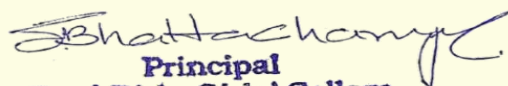
Item No. 3. Miscellaneous.

A) The TCS reported about the parent-teacher meeting of 1<sup>st</sup> year held on 11.11.2008. Ms. Sumitra Mukherjee, Head, Department of Philosophy and Dr. Sonali Banerjee (Jash), Head, Economics Department, reported that since several parents had shown interest and were willing, a parent-teacher association be started. It was, therefore, resolved –

Reso An association be formed jointly by students support and progressive and Innovative Practice Cell which will report by the 2<sup>nd</sup> week of January, 2009.

B) The TCS informed the teachers regarding the constitution of Gender – Sensitization and Sexual Harassment Protection Cell. Ms. Sumitra Mukherjee, Philosophy Department elaborated the norms to be observed for the formation of the cell – representatives from all streams non-teaching faculty members, eminent academicians and NGO members were

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**Principal**  
**Rani Birla Girls' College**  
**Kolkata - 700017**

to be included in the cell. Ms. P. Chatterjee, Department of Education was given the charge to bring relevant information regarding the constitution of the cell.

Dr. Betty Sengupta as TCS and Ms. Sumitra Mukherjee as convener, student advisory committee and psychological counselor were requested to form the committee after taking into account the information given by Ms. Chatterjee, proposal and consent of other segment of the cell.

C) The convener of the primary unit, WBCUTA Ms. Nivedita Chatterjee reported that Rs. 200/- from the TC fund was subscribed for AGM WBCUTA  
*paid as subscription*

D) Ms. Sumitra Mukherjee, Philosophy Department informed the staff member that the WBCUTA bulletin had mentioned Dr. Sonali Banerjee (Jash)'s case of obtaining past service benefit for pay fixation, career advancement etc under South-Calcutta heading in the News Bulletin of the November issue and that the association is pursuing the matter.

E) Ms. Kankana Pal, Head, Department of Political Science raised the issue of progress required for career advancement of Dr. Srabanti Bhattacharya (Geog. Department) The Principal, Dr. Sunetra Sinha reported that the file is lying with ADPI Dr. Bandana Chakraborty. Ms. K. Pal was asked by the Principal to follow up and enquire about the inordinate delay of the promotion matter of Dr. Bhattacharya.

F) Ms. Pampa Chatterjee of Education Department informed that an organization - the National Foundation for Communal Harmony had requested that students maintain the last week of November as communal harmony week by selling flags, collecting funds etc. Ms. P. Chatterjee proposed essay writing in 3 languages, T-Shirt painting or collage would be set up by the students. The date was fixed - 28<sup>th</sup> November for these events.

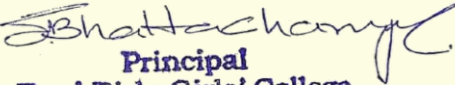
G) The TCS informed that the salary account has started functioning with the S.B.I. from the month of December, 2008. All staff members thanked the TCS for the matter.

The meeting ended with the vote of thanks to the chair.



Betty Sengupta  
14-1-2009

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Principal  
Rani Birla Girls' College  
Kolkata - 700017

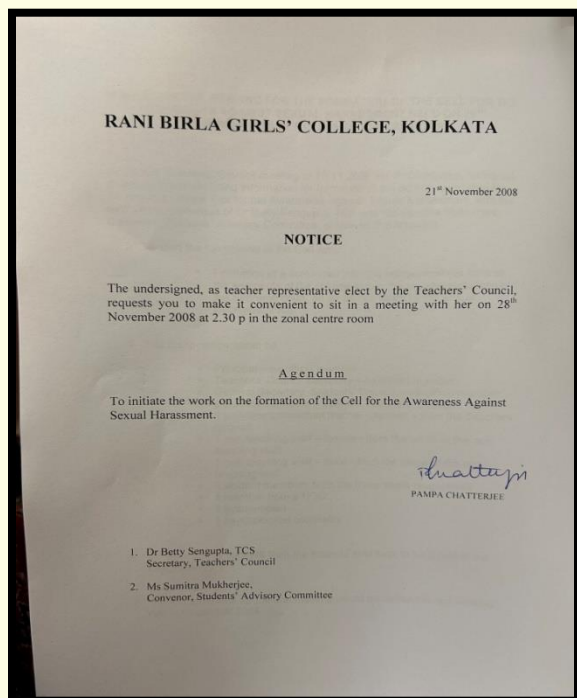
## CONSTITUTION OF THE FIRST SEXUAL HARASSMENT CELL 2008

<b>POSITION</b>	<b>MEMBER</b>
CONVERNOR	1. MS. SUMITRA MUKHERJEE ASSOCIATE PROFESSOR DEPARTMENT OF PHILOSOPHY.
MEMBER	2. PAMPA CHATERJEE ASSISTANT PROFESSOR DEPARTMENT OF EDUCATION

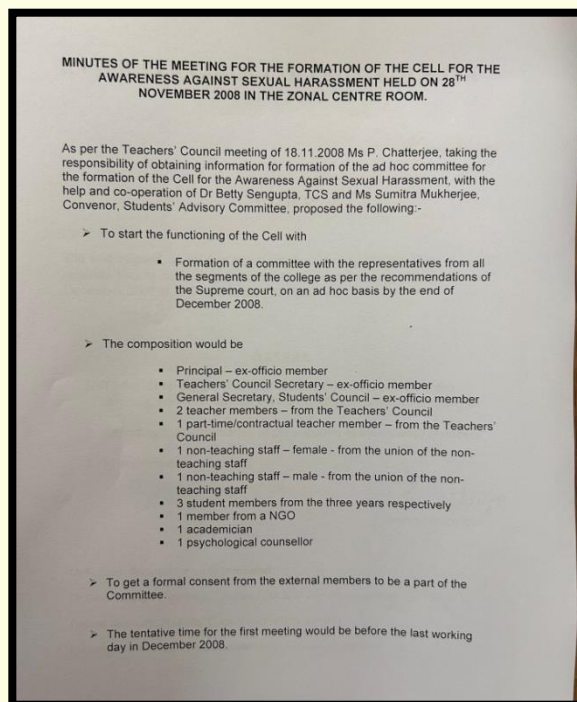


# MEETING HELD ON 28<sup>TH</sup> NOVEMBER 2008 FOR CONSTITUTION OF AWARENESS AGAINST SEXUAL HARASSMENT CELL

## NOTICE



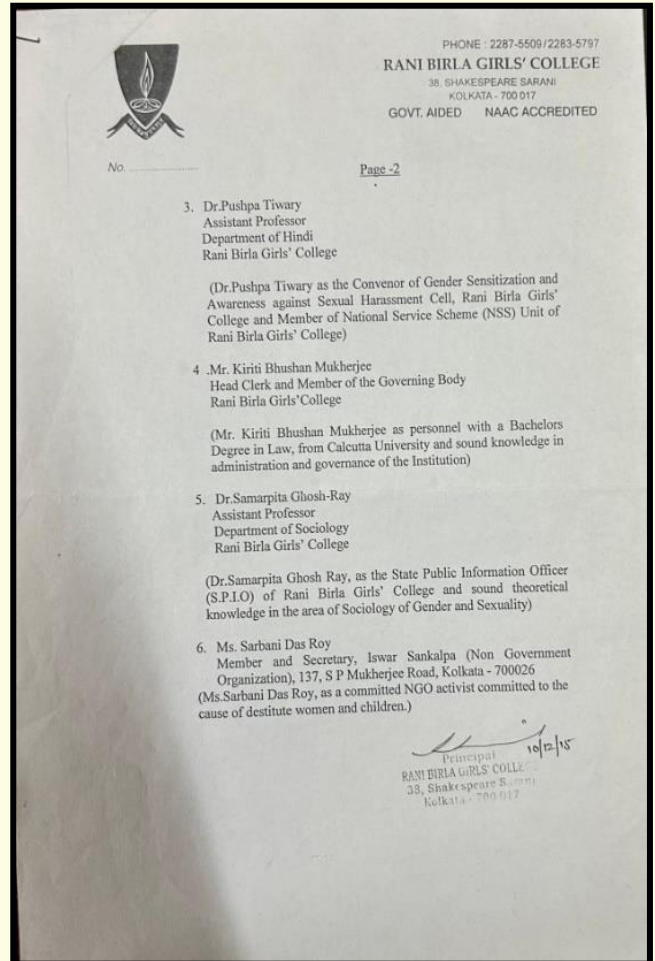
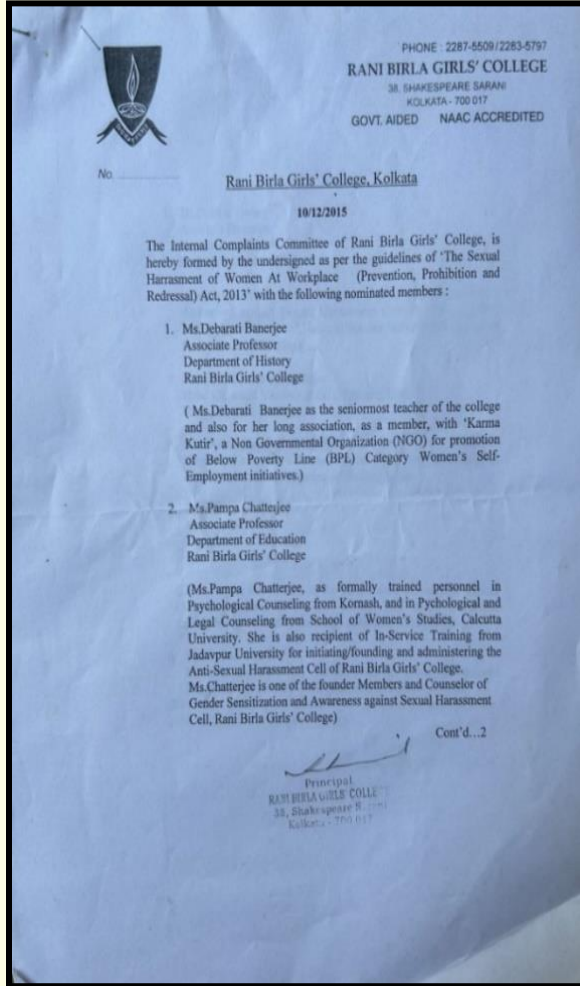
## MINUTES OF THE MEETING



**Authenticated**

*Bhattacharya*  
**Principal**  
**Rani Birla Girls' College**  
**Kolkata - 700017**

# STRUCTURE OF THE INTERNAL COMPLAINTS COMMITTEE




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*S. Bhattacharya*  
Principal  
Rani Birla Girls' College  
Kolkata - 700017

# RECONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

2021-22

  
No.....

PHONE : 2287-5509 / 2283-5797  
**RANI BIRLA GIRLS' COLLEGE**  
38, Shakespeare Sarani  
Kolkata - 700 017  
GOVT. AIDED NAAC ACCREDITED

16<sup>th</sup> August, 2021

VISAKHA COMMITTEE AND INTERNAL COMPLAINTS COMMITTEE (ICC)  
(according to Visakha Guidelines)

Constitution in view of Section 4(1) of "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 also known as Visakha Guidelines.

1. Ms. Anjali Pramanick, : Presiding Officer  
Associate Professor.
2. Ms. Pampa Chatterjee, : Member  
Associate Professor.
3. Dr. Priti Ghatani, : Member  
Assistant Professor
4. Mr. Mantoo Das, : Member  
Assistant Professor
5. Mr. Kiriti Bhusan Mukherjee, : Member  
Head Clerk
6. Ms. Anindita Sen, : Member  
Office Staff
7. Ms. Sarbani Chakraborty, : Legal Officer  
Advocate, High Court, Kolkata

*N. Chaudhuri* 16/8/21  
(Nandita Chaudhuri)

Teacher-in-Charge  
Rani Birla Girls' College  
38, Shakespeare Sarani  
Kolkata - 700 017


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*Bhattacharya*  
**Principal**  
**Rani Birla Girls' College**  
Kolkata - 700017

# RECONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

2022-23

PHONE : 2287-5509 / 2283-5797  
**RANI BIRLA GIRLS' COLLEGE**  
38, Shakespeare Sarani  
Kolkata - 700 017  
GOVT. AIDED NAAC ACCREDITED



No. 21/04/23

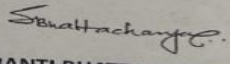
36/Notice/Prin/2023

**NOTICE**  
**INTERNAL COMPLAINTS COMMITTEE**

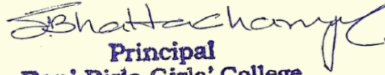
This is to notify that Rani Birla Girls' College has constituted an **Internal Complaints Committee (ICC)** in accordance to the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulation 2015 Memo No. F.91-1/2013(TFGS) dated 2<sup>nd</sup> May 2016 and in compliance with the POSH Act 2013.

The Composition of the Internal Complaints Committee is as follows:

POSITION	MEMBER
Presiding Officer	Smt. Anjali Pramanick, Associate Professor in Political Science
Faculty Member	Smt. Sushmita Das, Associate Professor in English Dr. Keya Dutta, Assistant Professor in History
Non-Teaching Employee	Smt. Tarun Roy, Accountant Sri Babar Ali, Peon
Students	Sara Rahaman Sheikh, Sem II, English Honours Nilavna Das, Sem II, Geography Honours. Anwasha Sengupta, Sem II, Sociology Honours
External Member (From NGO/Association Committed to the cause of women)	Dr. Shabana Roze Chowdhury Public Health Specialist and Joint Secretary of Indian Society of Perinatology and Reproductive Biology (Kolkata Chapter); Joint Secretary of Indian Menopausal Society and Joint Secretary Calcutta Medical Club. Executive Committee Member of Indian Public Health Association, Kolkata Branch and of Endometriosis Society India , Kolkata Branch.

  
**DR. SRABANTI BHATTACHARYA**  
PRINCIPAL  
**RANI BIRLA GIRLS' COLLEGE**  
38, SHAKESPEARE SARANI  
KOLKATA - 700017

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Principal  
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