



Mahatma Education Society's

College Code: 870

PILLAI HOC COLLEGE OF ARTS, SCIENCE & COMMERCE

Pillai HOCL Educational Campus, HOC Colony, Rasayani, Via. Panvel, Dist. Raigad. Pin 410207

Tel: 02192 - 669000 / 01 / 02 / 03 / 04 / 05 / 06 / 07 / 08 / 09 Website : www.phcasc.ac.in Email : phcasc@mes.ac.in

(NAAC Accredited 'A+' Grade, CGPA - 3.26 in Cycle 2 & ISO 9001:2015 Certified)

Affiliated to the University of Mumbai, Approved by Government of Maharashtra

Ref: - PHCASC/Constitution/096/2024-25

Date: 24 JUNE 2024

SUB : RECONSTITUTION OF INTERNAL COMPLAINTS COMMITTEE

The Internal Complaints Committee has been constituted for three academic years, from the academic year 2023-24 to 2025-2026. Some changes have been made to the committee, as **Dr Babita Panda**, the teaching staff member, has left the institution and **Mr. Sail Ahire**, the student members, passed out in 2023-24. In their place, **Ms. Shardha Kadam** and **Ms. Nilakshi Patil** have been nominated as the new committee members. The other members of the committee will remain same and the tenure of the committee will be continued for one more year 2025-26. The necessary changes has to be brought to the notice of all committee members.

A Committee against Sexual Harassment Internal Complaints Committee consisting of following members is being constituted in compliance with the Supreme Court Judgment, circular from Mumbai University no: CONCOL/24/ of 2014-15 dated 12/11/2014 and guidelines particularly against sexual harassment of women at work places (Prevention, Prohibition and Redressal), Act Sexual Harassment 2013) as per the guidelines of UGC for three academic years from 2017-18 to provide a healthy and congenial atmosphere to the staff and students of the College.

Names	Designation	Contact nos	Email address
Ms. Arushi Dube	Presiding Officer	9321599018	arushidube@mes.ac.in
Ms. Sharadha Kadam	Teaching staff	9861281719	sharadha@mes.ac.in
Ms Kalavati Upadhaya	Teaching staff	7506675332	kalavati@mes.ac.in
Mr. Balaji Nagarajan	Non -Teaching staff	9167725369	balajinagarajan@mes.ac.in
Ms Deepthi Nobin	Non -Teaching staff	8693049529	dnobin@mes.ac.in
Ms. Manaswai Pedhavi	Student Representative	7249116718	manaswiap22hba@student.mes.ac.in

Ms. Nilakshi Patil	Student Representative	8390851657	nilakshidp23hmcom@student.mes.ac.in
Mr. Rohit Gupta	Student Representative	9699745711	rohitrg22hbsc@student.mes.ac.in
Ms. Suchita Joshi Secretary, Vanwasi Kalyan Ashram	Member - NGO	9767544070	---

The committee has to meet at least once in every semester to monitor the status of complaints received and also to suggest preventive measures to curb the harassment to the women in the campus.

Dr. Lata Menon
Principal

Lata Menon

Principal
Mahatma Education Society's
Pillai's HOC College of Arts,
Science and Commerce
HOC Educational Campus,
Rasayani, Tal. Khalapur,
Dist. Raichur. PIN-574107.





Mahatma Education Society's
Pillai HOC College of Arts, Science and Commerce
Pillai HOCL Educational Campus, Rasayani
NAAC Accredited with A+ Grade in Cycle 2
(ISO 9001: 2015 Certified)



Date : 17/06/2024

NOTICE

All the students (Boys & Girls) and the staff members (Male & Female) are hereby informed that as per the directives received from various statutory bodies our college has constituted Internal Complaints Committee of our institute with the following members for the academic year 2024-25:

Names	Designation	Contact nos	Email address
Ms. Arushi Dube	Presiding Officer	9321599018	arushidube@mes.ac.in
Ms. Sharadha Kadam	Teaching staff	9861281719	sharadha@mes.ac.in
Ms Kalavati Upadhaya	Teaching staff	7506675332	kalavati@mes.ac.in
Mr. Balaji Nagarajan	Non -Teaching staff	9167725369	balajinagarajan@mes.ac.in
Ms Deepthi Nobin	Non -Teaching staff	8693049529	dnobin@mes.ac.in
Ms. Manaswai Pedhavi	Student Representative	7249116718	manaswiap22hba@student.mes.ac.in
Ms. Nilakshi Patil	Student Representative	8390851657	nilakshidp23hmcom@student.mes.ac.in
Mr. Rohit Gupta	Student Representative	9699745711	rohitrg22hbbsc@student.mes.ac.in
Ms. Suchita Joshi	Member - NGO		

Secretary, Vanwasi Kalyan Ashram		9767544070	---
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The above committee has been constituted to take preventive measures for curbing the menace of sexual harassment, gender discrimination or harassment of any nature to the girls students as well women employees.

All the students and staff member are hereby informed that if they are facing any kind of eve teasing, sexual harassment or harassment of any nature should report to any of the above committee members immediately so as to enable the committee to take immediate action against the accused person in accordance with the directives issued by the various authorities.

Further all the students (Boys & Girls) and employees (Male & Female) are hereby informed that sexual harassment is a criminal offense and the victim can approach to the local police station and lodge criminal complaint against the accused student or male employee. The accused person will have to be dealt by the prevailing criminal law and will be held responsible for all the consequences. The contact details of the local police station is given below.

Rasayani Police Station

Phone numbers : 02192 250 133

Address : V5PF+689, Ambivali Tarf Wankhal, Maharashtra 410220



Ms. Arushi Dube

Presiding Officer

Copy to Warden, Pillai HOC Girls Hostel, Rasyani with a request to put up the above notice on the notice board of the hostel for the information of hostel students.

Contact Internal Complaints Committee, Room No: 1st floor

Pillai HOC College of Arts, Science & Commerce, Rasayani

Date : 22/06/2024

NOTICE

All the members of the Internal Complaints Committee are hereby informed to attend a meeting which will be held on **25-06-2024** at 3.00 p.m on the following agenda in Principal's Conference room.

Agenda 1 - Discussion about Vishakha Guidelines (1997)

Agenda 2 - Planning of activities related to women.

Agenda 3 - Report on cases relating Sexual harassment for the academic year 2023-24









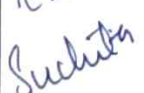
Agenda 4 - Any other matter of relevance with the permission of the chair person.



Ms Arushi Dube

Presiding Officer

CC to :



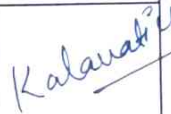
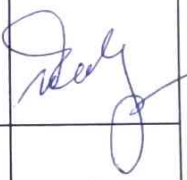





Ms. Arushi Dube	
Ms. Sharadha Kadam	
Ms Kalavati Upadhaya	
Mr. Balaji Nagarajan	
Ms Deepthi Nobin	
Ms. Manaswai Pedhavi	
Ms. Nilakshi Patil	
Mr. Rohit Gupta	
Ms. Suchita Joshi	

**Mahatma Education Society's
Pillai HOC College of Arts, Science & Commerce, Rasayani**

Minutes of the meeting of the Internal Complaints Committee (ICC) on Sexual Harassment of women at workplace in PHCASC

The first meeting of this committee of ICC to review the cases of sexual harassment at PHCASC was held on **25-06-2024** at 3.00 p.m on the following agenda in Principal's Conference room.

Following members of ICC attended the meeting:

Names	Designation	Signature
Ms. Arushi Dube	Presiding Officer	
Ms. Sharadha Kadam	Teaching staff	
Ms Kalavati Upadhaya	Teaching staff	
Mr. Balaji Nagarajan	Non -Teaching staff	
Ms Deepthi Nobin	Non -Teaching staff	
Ms. Manaswai Pedhavi	Student Representative	
Ms. Nilakshi Patil	Student Representative	
Mr. Rohit Gupta	Student Representative	
Ms. Suchita Joshi Secretary, Vanwasi Kalyan Ashram	Member - NGO	

Ms. Arushi Dube was in the chair. She welcomed all the members present.

Agenda 1 - Discussion about Vishakha Guidelines (1997)

Ms. Arushi Dube discussed about the Prevention of Sexual Harassment Act, 2013 (POSH) including all its legalities and the duties of an Employer in preventing such untoward incidences at the Work place. This replaced the earlier Vishaka Guidelines passed by Supreme Court in 1997 Bhanwari Gang-rape Case.

Agenda 2 - Planning of activities related to women

Ms. Shardha Kadam conducted a brainstorming session regarding the types of programmes or events to be conducted in college related to women.

Agenda 3 - Report on cases relating Sexual harassment for the academic year 2023-24

Ms. Dipti Nobin reported that **no complaint of sexual harassment** has been received from any woman of this institute.

The Chairperson, Ms. Arushi Dube conveyed her thanks to the members for attending the meeting and the members agreed that the Committee will meet every semester on a regular basis or earlier, if need arises.

Pillai HOC College of Arts, Science & Commerce, Rasayani

Date : 17-08-2024

NOTICE

All the members of the Internal Complaints Committee are hereby informed to attend a meeting which will be held on **20-08-2024** at 3.00 p.m on the following agenda in principal conference room.










Agenda 1 - Planning A Training Session on Self Defence for Women - WDC

Agenda 2 - Report on cases relating Sexual harassment for the academic year **2024-25**

Agenda 3 - Any other matter of relevance with the permission of the chairperson.


Ms Arushi Dube

Presiding Officer
CC to :




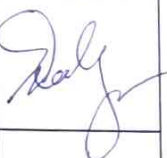
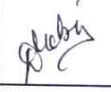




Ms. Arushi Dube	
Ms. Sharadha Kadam	
Ms Kalavati Upadhaya	
Mr. Balaji Nagarajan	
Ms Deepthi Nobin	
Ms. Manaswai Pedhavi	
Ms. Nilakshi Patil	
Mr. Rohit Gupta	
Ms. Suchita Joshi	

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Pillai HOC College of Arts, Science & Commerce, Rasayani**

Minutes of the meeting of the Internal Complaints Committee (ICC) on Sexual Harassment of women at workplace in PHCASC

The first meeting of this committee of ICC to review the cases of sexual harassment at PHCASC was held on **20-08-2024** at 15:00 hrs in Principal conference room

Following members of ICC attended the meeting:

Names	Designation	Signature
Ms. Arushi Dube	Presiding Officer	
Ms. Sharadha Kadam	Teaching staff	
Ms Kalavati Upadhaya	Teaching staff	
Mr. Balaji Nagarajan	Non -Teaching staff	
Ms Deepthi Nobin	Non -Teaching staff	
Ms. Manaswai Pedhavi	Student Representative	
Ms. Nilakshi Patil	Student Representative	
Mr. Rohit Gupta	Student Representative	
Ms. Suchita Joshi Secretary, Vanwasi Kalyan Ashram	Member - NGO	

Ms. Arushi Dube was in the chair. She welcomed all the members present.

Agenda 1 - Planning “A Training Session on Self Defence for Women” - WDC

Ms. Sharadha Kadam proposed to organise a **Training Session on Self Defence for Women** on 29th August 2024 under Women Development Cell (WDC) and Internal Quality Assurance Cell (IQAC) in collaboration with Soroptimist Welfare Association (SWA) and Raigad Taekwondo Association on the occasion of Women's Equality Day.

Agenda 2 - Report on cases relating Sexual harassment for the academic year 2024-25

Ms. Kalavati Upadhyay reported that **no complaint of sexual harassment** has been received from any woman of this institute.

The Chairperson , Ms. Arushi Dube conveyed her thanks to the members for attending the meeting and the members agreed that the Committee will meet every semester on a regular basis or earlier, if need arises.

Pillai HOC College of Arts, Science & Commerce, Rasayani

Date : 18/11/2024

NOTICE

All the members of the Internal Complaints Committee are hereby informed to attend a meeting which will be held on **21-11-2024** at 3.00 p.m on the following agenda in Principal's Conference room.

Agenda 1 - Discuss the Directives of ICC

Agenda 2 - Plan a seminar on "Prevention on Sexual Harassment at Workplace" by Women Development Cell and ICC on 09th December 2024

Agenda 3 - To Circulate ICC members contact details to students of all programmes.

Agenda 4 - Report on cases relating Sexual harassment for the academic year 2024-25.



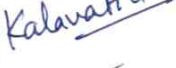



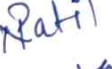


Agenda 5 - Any other matter of relevance with the permission of the chairperson.



Ms Arushi Dube

Presiding Officer

CC to :



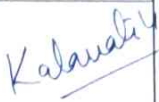
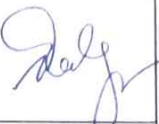




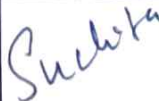
Ms. Arushi Dube	
Ms. Sharadha Kadam	
Ms Kalavati Upadhaya	
Mr. Balaji Nagarajan	
Ms Deepthi Nobin	
Ms. Manaswai Pedhavi	
Ms. Nilakshi Patil	
Mr. Rohit Gupta	
Ms. Suchita Joshi	

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Following members of ICC attended the meeting:

Names	Designation	Signature
Ms. Arushi Dube	Presiding Officer	
Ms. Sharadha Kadam	Teaching staff	
Ms Kalavati Upadhaya	Teaching staff	
Mr. Balaji Nagarajan	Non -Teaching staff	
Ms Deepthi Nobin	Non -Teaching staff	
Ms. Manaswai Pedhavi	Student Representative	
Ms. Nilakshi Patil	Student Representative	
Mr. Rohit Gupta	Student Representative	
Ms. Suchita Joshi Secretary, Vanwasi Kalyan Ashram	Member - NGO	

Ms. Arushi Dube was in the chair. She welcomed all the members present.

Agenda 1 - Discuss the Directives of ICC

Ms. Arushi Dube informed about the directives of ICC to its members as per the guidelines issued by Ministry of Women and Child Development, all the organizations having more than 10 personnel/officials must constitute an ICC and in this context, this committee has been reconstituted. She described the role of ICC and said everyone has a responsibility to contribute to the cause.

The committee had discussions at length on The Handbook on Sexual Harassment of Women at Workplace, (Prevention, Prohibition and Redressal) Act, 2013 issued by Ministry of Women and Child Development and the composition of the Internal Complaint Committee must be uploaded on the website.

The Committee was also sensitized on the Supreme Court 1997 Judgment given by a three Judge bench which brought out Vishaka Guidelines for the protection of Women against Sexual Harassment at the Workplaces and thereby providing a safer working environment to women folks. Special emphasis was laid on the duty of the employer to avoid such mishaps at his/her organization. This was a need of the hour since the Committee must follow the law of land while executing their duty pertaining to women protection.

Agenda 2 - Plan a seminar on "Prevention on Sexual Harassment at Workplace" by Women Development Cell and ICC on 09th December 2024.

Ms. Sharadha Kadam propose to organise a seminar on "Prevention on Sexual Harassment at Workplace" by Women Development Cell and ICC of Pillai HOC College of Arts, Science & Commerce, Rasayani on 09th December 2024

Agenda 3 - To Circulate ICC members contact details to students of all programmes.

Mr. Balaji Nagarajan suggested circulating ICC members' contact details with all the Programmes and decided to be pinned up on the notice board.

Agenda 4 - Report on cases relating Sexual harassment for the academic year 2024-25

Ms. Kalavati Upadhaya reported that **no complaint of sexual harassment** has been received from any woman of this institute.

The Chairperson, Ms. Arushi Dube conveyed her thanks to the members for attending the meeting and the members agreed that the Committee will meet every semester on a regular basis or earlier, if need arises.

Pillai HOC College of Arts, Science & Commerce, Rasayani

Date : 24/02/2025

NOTICE

All the members of the Internal Complaints Committee are hereby informed to attend a meeting which will be held on **27 February , 2025** at 3.00 p.m on the following agenda in Principal's Conference room.

Agenda 1 – Plan an Acitivity titled “ Celebrating Womenhood” to observe International Women's Day

Agenda 2 - Report on cases relating Sexual harassment for the academic year 2024-25


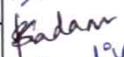
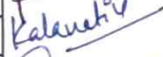




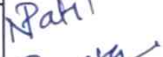

Agenda 3 - Any other matter of relevance with the permission of the chair person.



Ms. Arushi Dube

Presiding Officer

CC to :









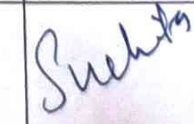
Ms. Arushi Dube	
Ms. Sharadha Kadam	
Ms Kalavati Upadhaya	
Mr. Balaji Nagarajan	
Ms Deepthi Nobin	
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Ms. Nilakshi Patil	
Mr. Rohit Gupta	
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Pillai HOC College of Arts, Science & Commerce, Rasayani

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The next meeting of this committee of ICC to review the cases of sexual harassment at PHCASC was held on **27 February , 2025** at 15:00 hrs in the Principal Conference Room.

Following members of ICC attended the meeting:

Names	Designation	Signature
Ms. Arushi Dube	Presiding Officer	
Ms. Sharadha Kadam	Teaching staff	
Ms Kalavati Upadhaya	Teaching staff	
Mr. Balaji Nagarajan	Non -Teaching staff	
Ms Deepthi Nobin	Non -Teaching staff	
Ms. Manaswai Pedhavi	Student Representative	
Ms. Nilakshi Patil	Student Representative	
Mr. Rohit Gupta	Student Representative	
Ms. Suchita Joshi Secretary, Vanwasi Kalyan Ashram	Member - NGO	

Ms. Arushi Dube was in the chair. She welcomed all the members present.

Agenda 1 - Plan an Activity titled "Celebrating Womenhood" to observe International Women's Day.

Ms. Arushi Dube proposed to organise an Activity titled "Celebrating Womenhood" to observe International Women's Day under Women Development Cell (WDC) and Internal Quality Assurance Cell (IQAC) in collaboration with Soroptimist Welfare Association (SWA) on 7th March 2025.

Agenda 2 - Report on cases relating Sexual harassment for the academic year 2024-25

Mr. Balaji Nagrajan reported that no complaint of sexual harassment has been received from any woman of this institute.

The Chairperson, Ms Arushi Dube conveyed her thanks to the members for attending the meeting and the members agreed that the Committee will meet every semester on a regular basis or earlier, if need arises.